

## City of Seattle Combined Legislative Records Search

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**Council Bill Number: 116030**  
**Ordinance Number: 122527**

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AN ORDINANCE relating to the Community Notification System for the City of Seattle, adopting usage policies and providing direction on implementation guidelines for the use of the system.

**Status:** Passed

**Date passed by Full Council:** October 1, 2007

**Date of Mayor's Veto:**

**Note:** *Returned unsigned by Mayor 10/11/07*

**Vote:** 8-0 (Excused: McIver)

**Date for Full Council Consideration:**

**Date of Mayor's signature:** October 11, 2007

[\(about the signature date\)](#)

**Date introduced/referred to committee:** September 24, 2007

**Committee:** Environment, Emergency Management and Utilities

**Sponsor:** CONLIN

**Committee Recommendation:**

**Date of Committee Recommendation:**

**Committee Vote:**

**Index Terms:** DEPARTMENT-OF-HOMELAND-SECURITY, GRANTS, COMMUNICATION-SYSTEMS, TELECOMMUNICATIONS, INFRASTRUCTURE

**Fiscal Note:** [Fiscal Note to Resolution 116030](#)

**Electronic Copy:** [PDF scan of Ordinance No. 122527](#)

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### Text

*Note to users: {- indicates start of text that has been amended out  
-} indicates end of text that has been amended out  
{+ indicates start of text that has been amended in  
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AN ORDINANCE relating to the Community Notification System for the City of Seattle, adopting usage policies and providing direction on implementation guidelines for the use of the system.

WHEREAS, in 2005, the City of Seattle received federal Urban Area Security Initiative (UASI) grant funds to develop the Community Notification System (CNS); and

WHEREAS, the U.S. Office of Management and Budget, along with other Federal Agencies, states that the UASI "provides funding to high-risk urban areas to improve their capabilities to prevent, protect against, respond to, and recover from terrorist attacks and other disasters."; and

WHEREAS, the CNS enables the City to communicate directly with its residents and employees in case of a terrorist event or a disaster necessitating emergency management response; and

WHEREAS, the CNS has the capability of making thousands of outbound telephone calls per hour to residents and businesses by utilizing a database that is integrated with the City's Geographic Information System (GIS); and

WHEREAS, the annual operations and maintenance cost of the CNS is \$390,000; and

WHEREAS, in 2005, the City's Department of Information Technology developed a set of written policies outlining the procedures and protocols regarding under what circumstances the CNS could be initiated; and

WHEREAS, in 2007, the City Council conducted a review of the City's coordinated emergency response to the impacts of winter storms in December of 2006; and

WHEREAS, in Resolution 30986, the City Council adopted a citywide goal to provide more timely and accurate information to the public before, during and after a disaster; and

WHEREAS, the CNS was not deployed before, during or after the winter storms in December of 2006; and

WHEREAS, the City Council believes it is appropriate to adopt formal written policies governing the City's use of the CNS; and

WHEREAS, such policies should clearly articulate the types of emergency situations that would warrant the use of the CNS and how such emergencies are defined;

WHEREAS, use of the CNS should not violate the City's Ethics and Elections Ordinance and Rules; and

WHEREAS, City of Seattle Departments and Offices should not be authorized to use the CNS for purposes inconsistent with the adopted policies; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. The City Council hereby adopts the following policy governing use of the City of Seattle's Community Notification System:

The Community Notification System (CNS) is authorized only for communications with the public and key emergency response agencies under emergency circumstances, or for system testing and for no other purposes. Emergency circumstances for the purposes

of this ordinance shall be defined as circumstances where use of the CNS may help to protect the public's health and safety or to alert the public to an emerging, imminent, or occurring situation that may create danger to life and safety or for planned utility or service outages.

The CNS may also be authorized for communicating with City employees information relevant to their work responsibilities.

Section 2. The Department of Information Technology (DoIT) shall develop administrative and implementation guidelines for the CNS consistent with the policy adopted in Section 1. The guidelines shall, at minimum, include the following components:

1. Procedures for authorizing the use of the CNS and approving outbound messages;
2. A process for maintaining a record of outbound calls that includes the date, time, purpose, description of call recipients and the message delivered; and
3. A system for authorizing the use of the CNS that prioritizes various levels of emergency circumstances based on their severity.

DoIT shall submit to the City Council by no later than January 1, 2008 the CNS administrative and implementation guidelines for review and feedback. Future modifications to the CNS administrative and implementation guidelines shall also be shared with the City Council for review and feedback.

Section 3. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_ day of \_\_\_\_\_, 2007, and signed by me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2007. \_\_\_\_\_ President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_ day of \_\_\_\_\_, 2007.  
\_\_\_\_\_ Gregory J. Nickels, Mayor

Att A – Ordinance 122527  
V1

Filed by me this \_\_\_\_ day of \_\_\_\_\_, 2007.  
\_\_\_\_\_ City Clerk

09/25/2007 Version #8 (amendment) t

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