

# **Emergency Management**

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**EMERGENCY MANAGEMENT**

<b>Budget Highlights</b>	<b>FY 2014/15 Actual</b>	<b>FY 2015/16 Adopted</b>	<b>FY 2015/16 Amended</b>	<b>FY 2016/17 Recomm'd</b>	<b>% Change from Adopted FY 2015/16</b>
<b>Dubuque County Emergency Management Budget (DCEM)</b>					
<u>Expenditures</u>					
Employee Expense	93,885	98,233	94,243	97,752	-0.5%
Supplies and Services	160,294	283,100	289,100	289,050	2.1%
Machinery and Equipment	<u>400</u>	<u>3,000</u>	<u>18,000</u>	<u>3,000</u>	<u>0.0%</u>
Total DCEM Expenditures	254,579	384,333	401,343	389,802	1.4%
Resources (Misc / Cash Bal)	64,685	75,016	75,016	46,079	-38.6%
Resources (Federal)	39,000	39,000	39,000	39,000	0.0%
HAZMAT	92,504	200,000	200,000	200,000	0.0%
County Contribution	53,406	53,406	53,406	53,406	0.0%
<b>City Property Tax Support</b>	<b><u>80,000</u></b>	<b><u>80,000</u></b>	<b><u>80,000</u></b>	<b><u>80,000</u></b>	<b><u>0.0%</u></b>
Total DCEM Resources	329,595	447,422	447,422	418,485	-6.5%
Available Cash Balance	75,016	63,089	46,079	28,683	-54.5%

**Emergency Management Fund Balance**

Available Balance July 1, 2015	\$ 75,016
Estimated Fiscal Year 2016 Drawdown/Addition for Operating Budget	<u>(28,937)</u>
Balance July 1, 2016 (\$11,000 Designated)	\$ 46,079
Estimated Fiscal Year 2017 Drawdown/Addition for Operating Budget	<u>(17,396)</u>
Balance July 1, 2017 (\$17,000 Designated) = approximately 10% Working Cash Balance	\$ 28,683

**Significant Line Items at Maintenance Level**  
(Without Recommended Improvement Package)

**Property Tax Support**

1. There is no property tax support increase in FY 2017.
2. HAZMAT expense remains at \$200,000 in FY 2017 and is offset by Federal HAZMAT reimbursement revenue of \$200,000. This will allow the Dubuque County Emergency Management Agency Commission to recover costs for all agencies involved in a hazardous materials incident in the county. The Emergency Management Agency per Dubuque County code of ordinances will gather all agencies costs for response and then will invoice the responsible party. Once paid, the Commission will deposit the check and then reimburse all

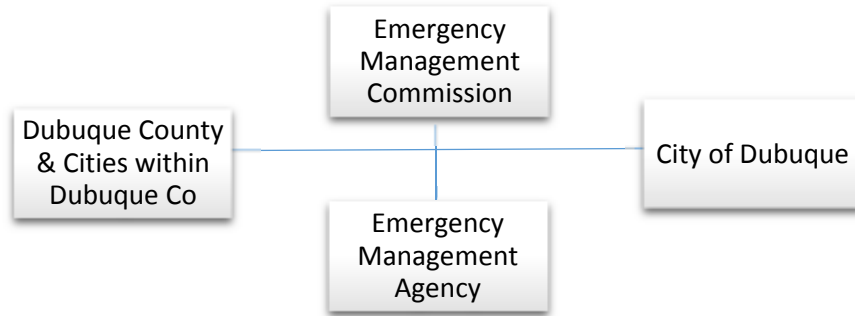
fire, EMS, Hazmat Teams, cities and Emergency Management Agency for their costs of response. The HAZMAT budget gives the Emergency Management Agency the spending authority in the event of a major event or multiple events.

## **Revenue**

3. Federal funding is anticipated to remain at \$39,000 in FY 2017, which amounts to 20.5% of the total budget excluding HAZMAT of \$200,000 for FY 2017. In FY 2016, the federal share supported 21.1% of the total budget excluding HAZMAT.
4. The City's participation of \$80,000 remains unchanged from the prior Fiscal Year and reflects 42.1% of the total budget excluding HAZMAT in FY 2017 as opposed to 43.4% of the total budget excluding HAZMAT in FY 2016.
5. The County share of \$53,406 remains unchanged and reflects 28.1% of the total budget excluding HAZMAT in FY 2017 as opposed to 29.0% of the total budget excluding HAZMAT in FY 2016.
6. Balances of \$17,396 are being reduced from the FY 2017 operating budget. The goal is to keep the working cash balance at approximately 10% of their annual operating budget (excluding the designated balance of \$17,000). The City and County agreed to this approach and the minimum balance to be maintained in the Emergency Management Fund.

# EMERGENCY MANAGEMENT

Through an all hazards approach, we utilize resilience as the capacity of our local jurisdictions to plan and prepare for, respond to, and recover from disasters in a coordinated response.



## SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES

### PLANNING

The Emergency Management Director leads a planning process that contains stakeholders from the City of Dubuque, Dubuque County and local organizations to maintain a comprehensive emergency management plan.

### PEOPLE

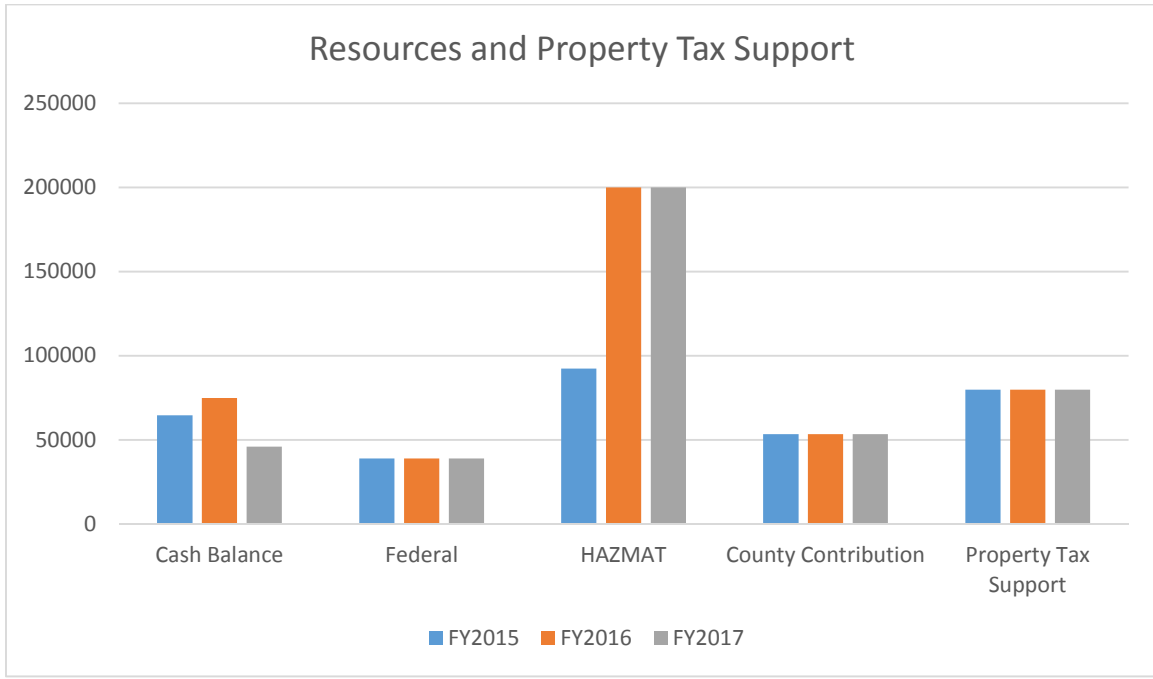
The Emergency Management Director is an Iowa Certified Emergency Manager (CEM) and exceeds the minimum standards as set in Iowa Code and Administrative Rule.



### PARTNERSHIPS

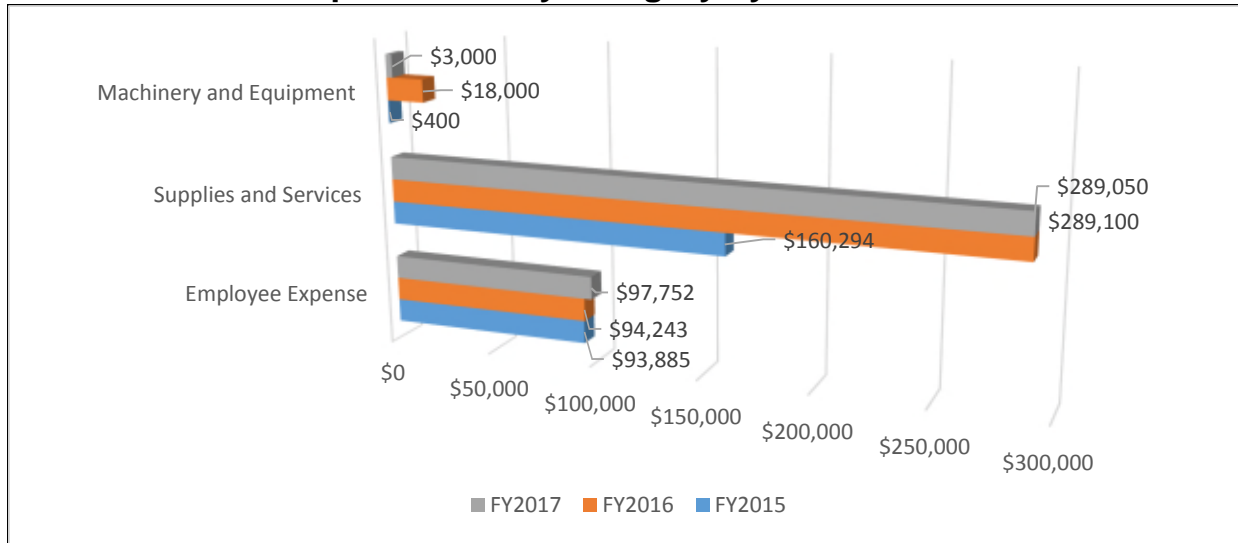
The Emergency Management Agency works with the City of Dubuque, Dubuque County and its other cities, fire departments, police departments, sheriff's office, emergency medical services, area non-profit organizations active in disaster, public health, hospitals, schools and businesses to have a coordinated planning process and exercise schedule to prepare for disasters.

# EMERGENCY MANAGEMENT



The Emergency Management Agency will gather agency costs for response to a disaster and then will invoice the responsible party. The HAZMAT budget gives the Emergency Management Agency the spending authority in a major event or multiple events.

## Expenditures by Category by Fiscal Year



# EMERGENCY MANAGEMENT

## Overview

Emergency Management provides a comprehensive emergency management program that includes planning, response, recovery and mitigation from natural and human made disasters. With a focus of building a resilient community, the emergency management director coordinates emergency preparedness training, national incident management training and disaster recovery training to cities, staff, emergency responders and citizens.

Emergency Management is the managerial function charged with creating the framework within which communities reduce vulnerability to hazards and cope with disasters.

Through all hazards training and preparedness our municipalities and public safety agencies will be able to respond in a coordinated and efficient manner to lessen the losses of our citizens and to assist them in recovering from events.

## Disaster Trainings Coordinated:

- Senior Officials Workshop
- Annual Hazardous Materials Operations Class
- Annual National Incident Management System (NIMS) classes
- Incident Command Classes for EMS and Emergency Responders
- Hazard Mitigation Planning for local officials
- Public Information Officer Classes
- Communications Unit Leader Training (COM-L)

## Grants Administered:

- Iowa Department of Public Health Bureau of EMS training and preparedness grant
- Regional Homeland Security Preparedness and Training Grants
- Local Emergency Planning Committee Grants
- Dubuque Racing Association grant for the Emergency Responder Training Facility
- Assistance to Firefighters Grant for the communications systems upgrade
- Emergency Management Performance Grant which is a pass through performance grant tied to planning, preparedness, mitigation, response and recovery.

## Highlights of the Past Year

- The completion and state approval of our Comprehensive Emergency Management Plan.
- Functional severe weather notification exercise with all cities participating with their outdoor warning sirens, visits to vulnerable population centers and emergency responder radios.
- Update of the City of Dubuque Evacuation Plan

# EMERGENCY MANAGEMENT

## Future Initiatives

- Planning, conducting and evaluating a full scale exercise at the Dubuque Regional Airport which will incorporate the requirements for many local entities and organizations.
- Disaster preparedness outreach is a priority and welcoming the technological advances for warning and coordination.
- Conduct a Gap Analysis to determine areas of our planning, training and exercise that need improvement so we can help our local jurisdictions enhance resilient capacity building.
- Participate and continue to develop the Dubuque Community Awareness and Emergency Response (CAER) group which conducts training and obtains equipment which is readily available to respond to hazardous materials emergencies along the Mississippi River. This group will focus on limiting damage and maintaining environmental integrity of the community aligning directly with the Sustainable Dubuque goals.
- Implement a plan to upgrade our public safety 911 radio system to meet current federal communications standards. The system will provide interoperability with our mutual aid partners who can be called to assist us in a disaster.
- Work toward becoming a National Weather Service Storm Ready Community, which through an all hazards approach we build a resilience to prepare for major events that can affect the city.

## Performance Measures

### Emergency Management – Activity Statement

Plan and prepare for, respond to, and recover from natural and human made disasters in a coordinated response utilizing our local government and agency resources.



### Goal: Financially Responsible & High Performance Organization

**Outcome #1:** Maintain an adequate level of disaster preparedness that meets State and Federal planning requirements and minimizes the impact of natural of human made disasters by continuing to maintain the Dubuque County Comprehensive Emergency Plan.

**Citizen Impact:** Maintaining compliance ensures that all financial recovery grants and loans are available to qualifying disaster victims and municipalities.



# EMERGENCY MANAGEMENT

In 2015 the comprehensive emergency management plan conversion to emergency support functions completed a five year transition plan. The plan was approved by the State of Iowa Homeland Security and Emergency Management Division which in turn allows local government and public safety agencies eligible for federal disaster and emergency preparedness grants and funding.

Other preparedness plans updated during 2015 include:

- Hazard Analysis and Risk Assessment. This plan guides our training and exercise planning in order to ensure our local governments are as prepared as possible to respond to the events most likely to occur in our city.

Preparedness plans reviewed and updated annually include:

1. Dubuque City/County Severe Weather Plan - includes key information and warning policies and procedures to warn citizens of impending threatening weather.
2. Winter Storm Plan - provides guidance in restoring emergency services, maintaining emergency routes to hospitals and other critical infrastructure.
3. Excessive Temperature Plan (In cooperation with City Health Services). This is key to opening cooling centers and providing critical information to residents who need assistance during these events.
4. Multi-Jurisdictional Hazard Mitigation Plan - This plan provides guidance to local governments of projects and other ideas that can be implemented that will lessen the effect of disasters to the general public and will lessen the effect of a disaster.



*Open Water Certification*

# EMERGENCY MANAGEMENT

Preparedness Activities include:

- Assisting the City of Dubuque Fire Department with the maintenance of the outdoor emergency warning system and conducting regular tests of the system throughout the City and County.
- Testing and operating the local Cable TV over ride system in the event of a local emergency or event affecting the City of Dubuque and Dubuque County
- Providing twenty-four coverage of storm warning and operations at the Emergency Operations Center through a coordinated effort by the staff of the City and County.

**Outcome #2: Maintain a working relationship between all City Governments, County Government and public safety agencies to provide a uniform emergency response to reduce the impact of disasters to individuals and minimize damage to property.**

*All disasters start at the local level and they also conclude at the local level. It is imperative that the county and cities provide mutual aid assistance to one another to start the immediate response to a major event.*

- To provide coordination activities and resources to local municipalities, emergency response agencies and other disaster response partners to provide a holistic approach to responding to disasters.
- The Emergency Operations Center (EOC) includes a key group of command staff that assemble early to assess the approaching weather system, severity and prepare for the impacts. The group can expand or contract as indicated by the event. The key EOC staff include the emergency management director, fire chief, law enforcement and volunteers who respond to provide assistance in the EOC. City staff have radio capabilities to communicate vital information to the EOC and to receive updates from the EOC. This provides early asset deployment to citizen's request for assistance and provides early notification of impending events to the community.



*Train Derailment in Dubuque County 2015*

# EMERGENCY MANAGEMENT

The key to successful working relationships during a disaster includes:

- The planning process of developing response and mitigation plans. This ensures our stakeholders are familiar with the other entities they will work with and also they have a familiarity of the plans.
- Providing training to local emergency responders and staff that respond to emergencies.
- Maintaining a great working relationship with our partners in neighboring jurisdictions, regional EMA's, the state and also FEMA.
- Exercising plans and conducting tabletop, functional and full scale exercises with community members.
- Emergency management provides the conduit to request outside mutual aid disaster assistance from other regional municipalities and counties through the Iowa Mutual Aid Compact. This will provide us assistance with personnel and equipment to help us respond to and recover from disasters.

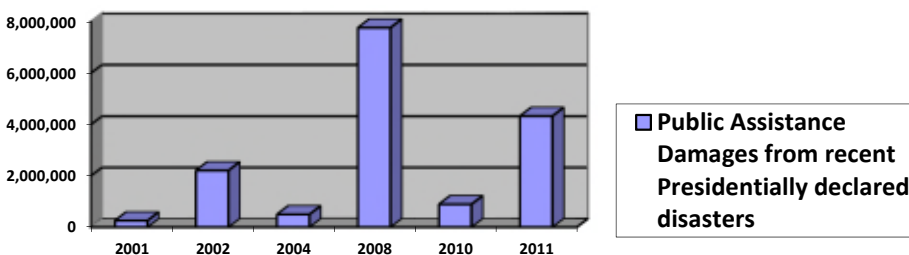
Resilient communities minimize any disaster's disruption to everyday life and their local economies. Resilient communities are not only prepared to help prevent or minimize the loss or damage to life, property, and the environment, but they also have the ability to quickly return citizens to work, reopen businesses, and restore other essential services needed for a full and timely economic recovery.

### **Outcome #3: Actively promote Emergency Management activities to ensure citizens are prepared for unforeseen disasters and promote an atmosphere of personal security.**

*The emergency management director participates in educating the citizens for emergency preparedness activities and talks to schools, groups, organizations and citizens to provide information to help them prepare their emergency plans.*

When a local disaster exceeds the response and recovery capabilities of the local and state governments, federal aid can be requested by the Governor and awarded through a Presidential Disaster Declaration.

As you can see from the chart, there have been local disasters that qualified for a Presidential Declaration. The information in the chart below shows the total dollar amount of public assistance damages for all governmental entities and non-profits for each of the presidential disasters since 2001. By having a compliant comprehensive



emergency management agency, local jurisdictions are eligible for disaster recovery assistance from the State of Iowa and FEMA.

**Recommended Operating Revenue Budget - Department Total**  
**15 - DISASTER SERVICES**

<b>Fund</b>	<b>Account</b>	<b>Account Title</b>	<b>FY14 Actual Revenue</b>	<b>FY15 Actual Revenue</b>	<b>FY16 Adopted Budget</b>	<b>FY17 Recomm'd Budget</b>
100	53620	REIMBURSEMENTS-GENERAL	1,016	996	0	0
<b>53 - MISCELLANEOUS</b>			<b>1,016</b>	<b>996</b>	<b>0</b>	<b>0</b>
<b>15 - DISASTER SERVICES TOTAL</b>			<b>1,016</b>	<b>996</b>	<b>0</b>	<b>0</b>

**Recommended Operating Expenditure Budget - Department Total**  
**15 - DISASTER SERVICES**

<b>Fund</b>	<b>Account</b>	<b>Account Title</b>	<b>FY14 Actual Expense</b>	<b>FY15 Actual Expense</b>	<b>FY16 Adopted Budget</b>	<b>FY 17 Recomm'd Budget</b>
100	62421	TELEPHONE	1,697	1,423	0	0
100	62436	RENTAL OF SPACE	360	360	0	0
100	62761	PAY TO OTHER AGENCY	80,000	80,000	80,000	80,000
<b>62 - SUPPLIES AND SERVICES</b>			<b>82,057</b>	<b>81,783</b>	<b>80,000</b>	<b>80,000</b>
<b>15 - DISASTER SERVICES TOTAL</b>			<b>82,057</b>	<b>81,783</b>	<b>80,000</b>	<b>80,000</b>

**Recommended Expenditure Budget Report by Activity & Funding Source  
15 - DISASTER SERVICES**

**DISASTER SERVICES - 15100**

**FUNDING SOURCE: GENERAL**

<b>Account</b>	<b>FY14 Actual Expense</b>	<b>FY15 Actual Expense</b>	<b>FY16 Adopted Budget</b>	<b>FY17 Recomm'd Budget</b>
SUPPLIES AND SERVICES	82,057	81,783	80,000	80,000
<b>DISASTER SERVICES</b>	<b>82,057</b>	<b>81,783</b>	<b>80,000</b>	<b>80,000</b>
<b>DISASTER SERVICES TOTAL</b>	<b>\$82,056.55</b>	<b>\$81,782.66</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>