

EMERGENCY MANAGEMENT

MISSION STATEMENT:

The mission of the Emergency Management Department is to prepare for, monitor and recover from natural and man-made disasters through the implementation of the City's Emergency Operations Plan.

CORE FUNCTIONS:

- 1) **Monitor and coordinate the City's Emergency Operations Plan as required**
- Maintain a current plan and readiness to implement the Response Plan when deemed necessary
- 2) **Monitor and respond to dangerous weather conditions** - Maintain communications with local and regional weather tracking stations
- 3) **Recover from catastrophic incidents** - Maintain readiness to mitigate the effects of both man-made and natural disasters within our community/region

2012-2013 WORK PLAN

CORE FUNCTION: #1 Prepare and coordinate the City's Emergency Operations Plan as required

Action:

- Update Emergency Operations Plan
- Activate Emergency Operations Center (EOC)
- Implement Emergency Management Plan

Activity Measurement:

- Conduct an annual review of the Emergency Management Plan and maintain an "advanced" level status
- Respond and activate EOC within 15 minutes of notice
- Conduct (a minimum of) one table-top and one functional Emergency Management Exercise annually

Meets City Council's Premier Statement:

Cedar Hill is Safe.

CORE FUNCTION: #2 Monitor and respond to dangerous weather conditions

Action:

- Utilize daily monitoring equipment such as web-based weather, regional dispatch personnel and television alerting systems during the spring and fall seasons
- Activate, maintain and conduct monthly testing of the outdoor warning siren system
- Activate all 15 sirens successfully
- Activate Storm Spotters

Activity Measurement:

- Successfully activate and operate all monitoring equipment within five minutes
- Perform Outdoor Warning System Tests on the first Wednesday of the month
- Verify successful activation of emergency sirens within 90 seconds of request
- Verify all Storm Spotters are in route to pre-determined positions within ten minutes of notification

Meets City Council's Premier Statement:

Cedar Hill is Safe.

CORE FUNCTION: #3 Recover from catastrophic incidents

Action:

- Activate EOC and implement Emergency Management Plan - as required
- Dispatch Storm Spotters to perform damage assessment
- Utilize appropriate resources and reimbursement procedures

Activity Measurement:

- Notify essential personnel (Group 1) and activate EOC within 15 minutes of notification of impending incident
- Transition Storm Spotters into damage assessment mode within 15 minutes after deemed "Safe"
- Request local, regional, state and federal resources through proper channels within ten minutes of the need/request for those resources

Meets City Council's Premier Statement:

Cedar Hill is Safe.

**SUMMARY
EMERGENCY MANAGEMENT**

EXPENDITURES	ACTUAL FY 10-11	BUDGET FY 11-12	ESTIMATED FY 11-12	BUDGET FY 12-13
Personnel	\$ -	\$ -	\$ -	\$ -
Supplies	1,566	1,400	1,900	1,400
Maintenance	12,733	15,100	16,600	22,700
Services	48,568	49,500	49,500	57,585
Utilities	2,963	2,930	2,930	2,930
Leases / Rentals	3,817	3,950	3,950	3,950
Sundry	5,426	5,500	5,500	5,100
TOTAL Department Budget	\$ 75,073	\$ 78,380	\$ 80,380	\$ 93,665

PERFORMANCE INDICATORS	ACTUAL FY 10-11	BUDGET FY 11-12	ESTIMATED FY 11-12	BUDGET FY 12-13
Respond and activate EOC within 15 minutes of notice	99%	99%	99%	99%
Successfully activate and operate all equipment within 5 minutes	99%	99%	99%	99%