



Council Agenda Report

Item 5d

Department: Fire
Cost Center: 8599
For Agenda of: 5/17/2022
Placement: Consent
Estimated Time: N/A

FROM: Keith Aggson, Fire Chief
Prepared By: James Blattler, Emergency Manager

SUBJECT: APPROVAL OF THE UPDATED COMPREHENSIVE DISASTER LEADERSHIP PLAN AS THE EMERGENCY OPERATIONS PLAN

RECOMMENDATION

That the City Council, acting as the Disaster Council, per City Charter, receive and approve the 2022 Emergency Operation Plan (EOP) as the updated Comprehensive Disaster Leadership Plan.

DISCUSSION

The Fire Department is responsible for reviewing, maintaining, and updating the City's adopted Emergency Operations Plan (EOP) (Attachment A). The EOP is a comprehensive all-hazard document that City staff, public safety, and public service personnel can utilize as a guide while providing critical services during a disaster or large-scale emergency. The EOP includes annex plans for specific hazards that have been identified in the City's Hazard Mitigation Plan.

The EOP does not supersede the established protocols for responding to day-to-day emergencies such as fire service, law enforcement or other departments. Rather, it focuses on those emergency conditions that will require additional and coordinated response beyond the ability of any one or set of departments to respond.

The current version of the plan was adopted by City Council in April 2020 and was updated in December 2020 with the addition of two hazard specific annexes: Utility Disruption and Pandemic. As part of the 2022 plan review and recent Emergency Operations Center training opportunities, staff identified outdated and incomplete material within the Plan Summary (Part 1) and are recommending that the Council receive and approve the related adjustments and revisions. While a detailed list of the changes can be located on page 32 of Part 1 in Attachment A, the list below provides a high-level summary of the changes.

- Updated plan title
- Updated contents to reflect the Utility Disruption and Pandemic Annexes which were added after the new plan was adopted

- Typographical, formatting, and minor verbiage updates
- Improved language alignment with associated plan annexes and documents
- Updated several Emergency Operation Center (EOC) position assignment recommendation list.

One of the most notable changes recommended as part of the 2022 update is renaming the Comprehensive Disaster Leadership Plan (CDLP) back to the Emergency Operations Plan. The CDLP title was new in 2020 based on the recommendation from the consultant who helped develop the updated plan. Staff has since received feedback that while CDLP may be a term used in the future, currently it is not widely used or recognized within California and staff recommends aligning the City's naming convention with that of its State and local partners.

In addition to the Part 1 changes outlined above, staff also took the opportunity to clean up typographical and formatting inconsistencies throughout the other plan sections and added an evacuation/repopulation planning toolkit to the resource directory and added a Recovery Unit Leader position specific checklist.

Annex G, Nuclear Power Plant Emergency Response Plan, was also updated as recommended by the County of San Luis Obispo Office of Emergency Services. This update replaced the County's entire Administrative Plan with the portion of the plan that is specific to the City.

Part 1 of the Plan sets objectives and policy for the City and therefore changes require the approval of the City Council. The Hazard Specific Annexes (Part 2), Resource Directory (Part 3), the Recovery Directory and Plan (Part 4), Emergency Operations Center Position Checklists (Part 5), Debris Management Plan (Part 6), and Continuation of Operations and Reconstitution of Government (Part 7), are tactical and reference documents containing information that changes frequently. As such changes to these documents do not require City Council Approval.

The updated plan continues compliance with the Standardized Emergency Management System (SEMS), the National the National Incident Management System (NIMS) and the National Response Framework (NRF).

Previous Council or Advisory Body Action

On April 21, 2020, the City Council adopted the City's [2020 CDLP and supporting Annexes](#) which was approved to continue compliance with SEMS, NIMS and NRF. On December 8, 2020 the City Council and Disaster Council received and approved the addition of the [Utility Disruption and Pandemic Annexes](#) to be included in the CDLP.

Policy Context

The Charter of the Disaster Council identifies the need for plan approval through Disaster Council. 2.24.040 Disaster Council – Powers and duties: It shall be the duty of the disaster council, and it is empowered, to review and approve the emergency operations plan and mutual-aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements. The disaster council shall meet upon call of the emergency services director or, in his or her absence from the city or inability to call such meeting, upon call of the deputy emergency services director. (Prior code § 2430.2).

Public Engagement

This item is on the agenda for the May 17, 2022 City Council meeting and will follow all required postings and notifications. The public will have an opportunity to comment on this item at or before the meeting.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (SEQA) does not apply to the recommended actions in this report, because none of the actions constitute a “Project” under CEQA Guidelines Sec. 15378.

FISCAL IMPACT

Budgeted: N/A

Budget Year: N/A

Funding Identified: N/A

Fiscal Analysis:

Funding Sources	Total Budget Available	Current Funding Request	Remaining Balance	Annual Ongoing Cost
General Fund	\$ N/A	\$	\$	\$
State				
Federal				
Fees				
Other:				
Total	\$ N/A	\$	\$	\$

There is no fiscal impact associated with approving the Emergency Operations Plan as the plan provides guidance to the City during times of emergencies.

ALTERNATIVES

Continue to utilize the existing plan. This action is not recommended by staff as the existing plan is outdated and in need of significant revisions and updates to ensure the City can successfully prepare for, respond to, and recover from disasters in the City.

ATTACHMENTS

A - Emergency Operations Plan 2022