

# 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

## 2013-2014 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**

<b>EXPENDITURES</b>	<b>ACTUAL</b> <b>FY 11-12</b>	<b>BUDGET</b> <b>FY 12-13</b>	<b>ESTIMATED</b> <b>FY 12-13</b>	<b>BUDGET</b> <b>FY 13-14</b>
Personnel	\$ -	\$ -	\$ -	\$ -
Supplies	1,920	1,400	1,200	1,400
Maintenance	16,330	22,700	22,700	27,760
Services	48,474	57,585	57,585	58,500
Utilities	2,934	2,930	2,120	1,920
Leases / Rentals	3,825	3,950	3,950	6,990
Sundry	4,945	5,100	5,100	9,300
<b>TOTAL Department Budget</b>	<b>\$ 78,428</b>	<b>\$ 93,665</b>	<b>\$ 92,655</b>	<b>\$ 105,870</b>

<b>PERFORMANCE</b> <b>INDICATORS</b>	<b>ACTUAL</b> <b>FY 11-12</b>	<b>BUDGET</b> <b>FY 12-13</b>	<b>ESTIMATED</b> <b>FY 12-13</b>	<b>BUDGET</b> <b>FY 13-14</b>
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%