

Jefferson County
Board of County Commissioners
Agenda Request

To: Board of Commissioners
Mark McCauley, County Administrator

From: Willie Bence - Director, Department of Emergency Mgmt

Agenda Date: *February 18, 2025*

Subject: Emergency Management Department Workplan Presentation

Statement of Issue:

The Jefferson County Department of Emergency Management consists of 3.4FTEs and numerous volunteers who are responsible for emergency management services for both Jefferson County and the City of Port Townsend. The Department is responsible for promoting disaster preparedness among the general public, maintaining operational readiness of the Emergency Operations Center, conducting disaster planning and risk assessment, and a number of other tasks related to disaster preparedness, response, recovery, and mitigation.

Analysis/Strategic Goals/Pro's & Con's:

The 2025 workplan currently drafted for the Department of EM staff consists a public outreach campaign featuring monthly training and information opportunities for the general public, drafting of several emergency plans, chief among them a Comprehensive Evacuation Plan, implementation of a new training and credentialing plan, ongoing development of our engagement of volunteer resources, and continuation of a number of ongoing activities related to preparedness and response. The Department would like to solicit feedback from the County Administrator and Board of County Commissioners and the draft workplan to ensure alignment with the County leadership's goals and vision.

Fiscal Impact/Cost Benefit Analysis:

The Department of Emergency Management has an annual budget of \$327,533.

Recommendation:

The Board of County Commissioners review and provide feedback on the Department of Emergency Management's 2025 workplan at the February 3rd meeting.

Department Contact: Willie Bence - 360-316-6008

Reviewed By:


Mark McCauley, County Administrator

1/30/25
Date

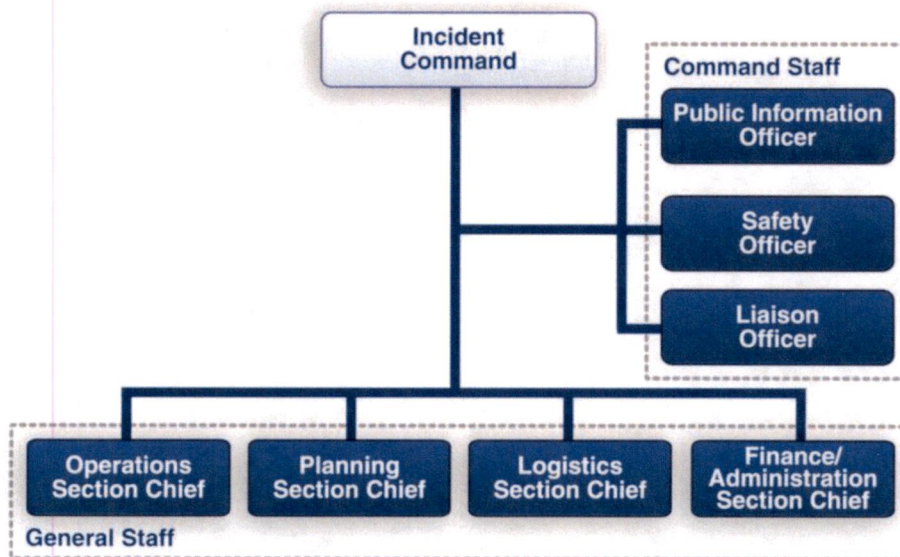


2025 Work Plan Presentation

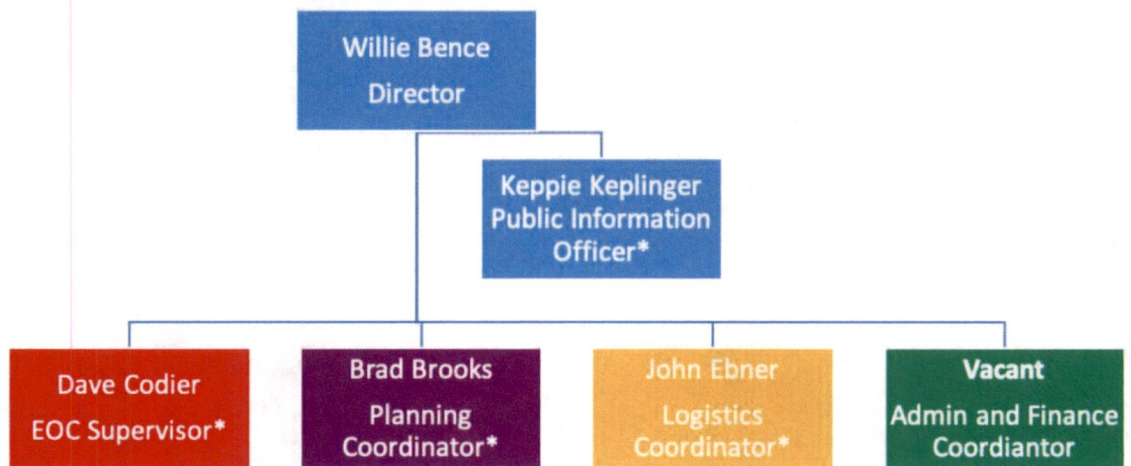
TMonday, February 3rd, 2025

JEFFERSON COUNTY DEPARTMENT OF EMERGENCY MGMT.

Incident Command System



DEM Org Chart



FEMA Eval Categories



- ▶ **P**lanning
- ▶ **O**rganization
- ▶ **E**quipment
- ▶ **T**raining
- ▶ **E**xercise

Theme for 2024



- ▶ **Planning**
- ▶ **Organization**
- ▶ **Equipment**
- ▶ **Training**
- ▶ **Exercise**

2024 Year in Review



- ▶ Submitted Comprehensive Emergency Management Plan to State EMD for review - expected feedback mid-Feb
- ▶ Submitted Hazard Mitigation Plan to State/FEMA review - expected approval imminent
- ▶ Established Local Emergency Planning Committee, developed Hazardous Materials Plan - approval at February LEPC meeting
- ▶ Onboarded new Volunteer Coordinator - Elena Bary
- ▶ Revamped Think, Plan, Do, preparedness guide
- ▶ Established GREEN - Grassroots Emergency Education Network, to improve collaboration among our volunteer programs (NPREP, CERT, VECOM, MRC, DART)
- ▶ Classes and outreach including around 1k direct (presentations and training), 400 at ACP, 10k at events
- ▶ Great Shakeout exercise w/ 16 EOC volunteers, 5 staff, and 14 NPREP Neighborhoods
- ▶ Disaster Air Response Team exercise
- ▶ EOC activation for Mt. Jupiter Fire
- ▶ Sent 83 Nixle Alert Messages

Theme for 2025

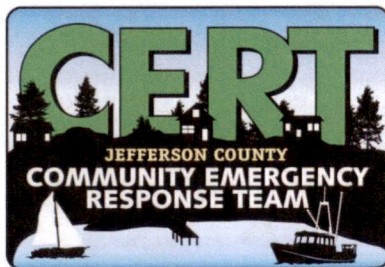


- ▶ Planning
- ▶ Organization
- ▶ Equipment
- ▶ **Training**
- ▶ Exercise

GREEN Team



- ▶ IMT
- ▶ DART
- ▶ NPREP



medical
reserve
corps



Volunteer Outreach

- ▶ GREEN team: Volunteer working and coordination group
- ▶ Streamline resources and planning around recruitment, training, administration
- ▶ Primary goal of 2025 is training and community outreach - monthly training series is underway
- ▶ First presentation of 2025 had 81 participants

INDIVIDUAL PREPAREDNESS

- What do you need to know about hazards in our area?
- Where can you get reliable information in an emergency?
- Things like earthquakes, tsunamis, winter storms, and more.
- Come and learn the basic steps to prepare yourself for a variety of emergency situations that can and do occur in our area.

Date: January 16, 2025

Time: 10:30AM

Location:

**Jefferson County Library
620 Cedar Avenue Port Hadlock**

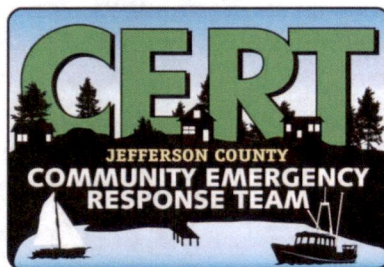
Jefferson County's Dept. of Emergency Management and partners are organizing regular presentations covering a variety of important preparedness topics. Join us in planning ahead for disasters big & small!



GREEN Team



- ▶ IMT
- ▶ DART
- ▶ NPREP



*medical
reserve
corps*



Training and Credentialing Plan



- ▶ Implementation of training standards for EOC responders, mix of FEMA, State, and other jurisdictions (Kitsap, Clallam)
- ▶ Brad Brooks will receive FEMA Instructor certification w/in two weeks, begin holding classes locally
- ▶ Will work with volunteer and professional EOC responders to identify training needs and develop individual training plan

NPREP



- ▶ All County Picnic - Date TBD
- ▶ Strategic Plan process underway,



Other Events and Exercises



- ▶ Great Shakeout - October 23rd
 - ▶ Community outreach
 - ▶ Training
 - ▶ EOC Exercise
- ▶ DART Drill - early summer
 - ▶ Volunteer training
 - ▶ Multi-state exercise, including logistics and comms
 - ▶ Food bank donations

**What to do
during an
Earthquake:**



**Shake
Out**

Register at www.ShakeOut.org



Planning Projects



- ▶ Comprehensive Evacuation Plan
 - ▶ Identified as need during CWPP process
 - ▶ Evacuation plan will build on existing annex of CEMP to identify evac zones, routes, strategies, and key considerations
 - ▶ Will include exercises to improve/validate plan components, including a tabletop discussion and potential community evacuation drill
 - ▶ First meeting last week; plan completion by end of '25

Planning Projects



- ▶ Business Continuity Plan
 - ▶ Work originally planned for '26, with some pre-planning beginning this year
 - ▶ More info to follow, but DEM plans to start initial work shortly given current need
 - ▶ Will be a collaborative effort, led by DEM w/ support of HR, Central Services, with input from all departments

Planning Projects



- ▶ Emergency Support Function #11 - Agriculture and Animals
 - ▶ Volunteer-led project to identify Jefferson County's food system resiliency and conduct outreach
 - ▶ Beginning development of "battle book" to identify food and ag resources for use in EOC activations
 - ▶ Food system and supply chain analysis
 - ▶ Additionally, work with NPREP groups and others to begin to identify animal evacuation and sheltering resources and needs

Ongoing Activities



- ▶ Duty Officer available 24/7, 365
- ▶ Nixle and other emergency messaging
- ▶ EOC activation/emergency response
- ▶ Volunteer recruitment and engagement
- ▶ Emergency plan assistance and mentorship

Theme for 2026



- ▶ Planning
- ▶ Organization
- ▶ Equipment
- ▶ Training
- ▶ **Exercise**