





**INTER-JURISDICTIONAL  
EMERGENCY MANAGEMENT CONSOLIDATION PROPOSAL  
JANUARY 25, 1996**

**1. DESCRIPTION**

A County-wide Emergency Management Team will be formed by reorganizing the existing three (3) separate emergency management programs of Multnomah County, City of Portland, and City Gresham. To accomplish this, the following will occur.

a. Multnomah County will contract with Gresham and Portland to provide preparedness and response planning on a east and west regional basis. Individual political jurisdictions would retain responsibility for mitigation and recovery planning. The County would retain internal recovery and mitigation planning responsibilities, and would also assume responsibility for county-wide coordination of emergency management training. This structure would result in the formation of three (3) Planning Teams within the County; a East Regional Planning Team, and West Regional Planning Team, and an Internal Planning Team.

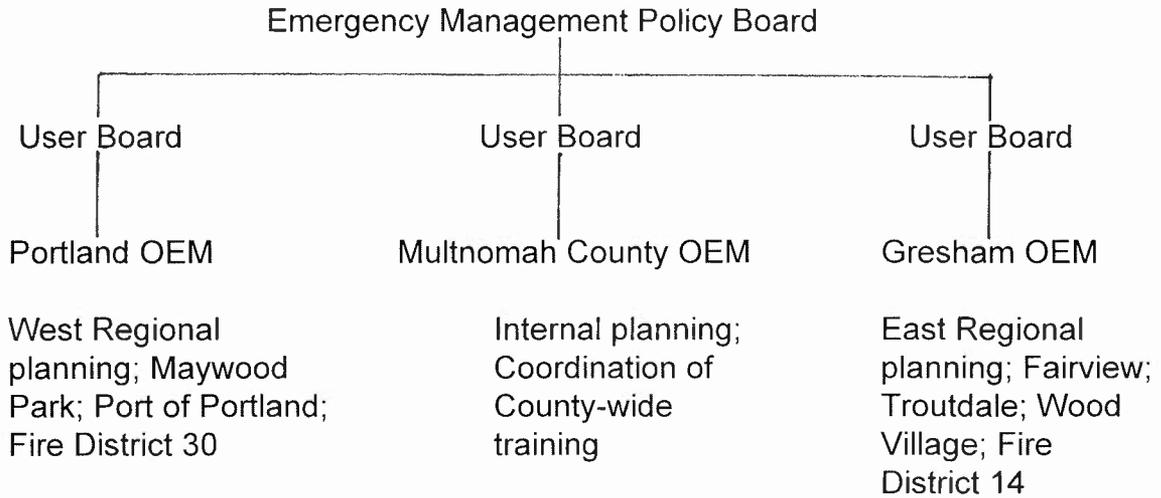
b. A consolidated Emergency Management Policy Board would be formed to provide overall policy direction. The Policy Board would be made up of:

1. Chair, Multnomah County Commission, or elected designee
2. Elected Official, City of Portland
3. Elected Official, City of Gresham
4. Elected Official(s) representing Wood Village, Troutdale, Fairview, and Maywood Park (NOTE: These cities have the option of selecting their own representatives or a joint representative)
5. Chief, Portland Fire Bureau
6. Chief, Gresham Fire Department

c. A User Board would be formed for each Planning Team to provide the customers of each team a method to assist in the development of work plans, monitoring plan progress, and provide the assistance necessary for each team to accomplish the required planning. This process is referred to as Phase 1 of the consolidation.

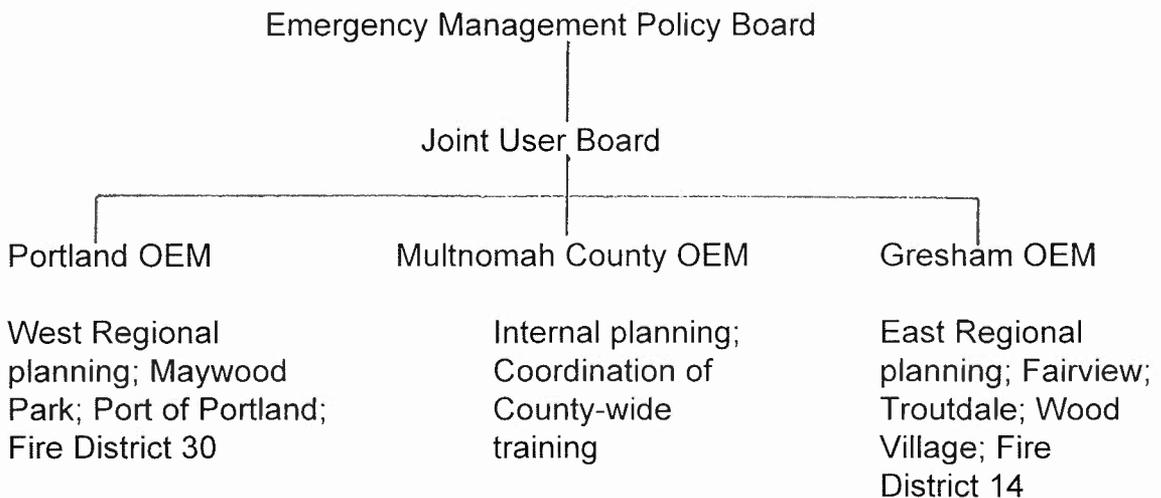
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d. During Phase 1, the initial organizational structure would be as follows:



e. The long-range goal of this option is to have a fully integrated County-wide emergency management program where all emergency managers and full-time staff are co-located in one central facility to include one (1) primary Emergency Coordination Center, (ECC). It is anticipated this goal will be obtainable not-later-than 1998. Obtainment of this goal will indicate the start of Phase 2 of the consolidation.

f. Upon the start of Phase 2, targeted for not-later-than 1998, one joint Users Board would be created to address the needs of the customers of the program. The Phase 2 organizational structure would be as follows:



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g. The duties of the County-wide Emergency Management Team include creation of a Multi-jurisdictional plan for emergency management in the areas of preparedness and response. The Emergency Management Team will organize themselves according to skills that would accomplish the following tasks:

- (1) East and west County plans for emergency preparedness and response.
- (2) Development and coordination of county-wide plans and procedures in all phases of emergency management.
- (3) Internal planning.
- (4) Training and exercise.
- (5) Developing funding and staffing recommendations, including an implementation plan for co-location.

h. The current role of Metro would be expanded to include:

- (1) Developing a regional all-risk hazard analysis to expand current earthquake hazard analysis.
- (2) Assist in the development of a regional mitigation strategy in include land use planning, model regulations, etc.
- (3) Assist in the development of a post disaster damage assessment process.
- (4) Assist in identification of funding and staff resources.

## 2. DISCUSSION

Successful implementation of this option will require an Intergovernmental Agreement, (IGA), and/or a Memorandum of Understanding, (MOU), between all parties that address the following issues.

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a. A phased consolidation of the three emergency management programs within Multnomah County, (County: including NE cities of Fairview, Troutdale and Wood Village; Portland; Gresham). This phased consolidation will start with the sharing of preparedness and response planning under a east and west zone concept, and move as quickly as possible to a consolidated county-wide program.

b. An agreement on the part of the cities of Gresham and Portland to adjust their planning time lines.

c. An agreement on the part of the jurisdictions and districts served by the county to receive their service from Gresham and Portland.

d. An agreement on the part of Gresham and Portland to receive their emergency management training coordination from Multnomah County.

e. An agreement on the part of Multnomah County to assign representatives from the following Offices and Departments to the emergency management organization: District Attorney's Office; Sheriff's Office; the Departments of Community and Family Services; Aging Services; Environmental Services; Health; Juvenile Justice; Community Corrections; Libraries; and Management and Support Services. These full-time employees would spend up to .25 percent of their time providing department or office specific planning expertise to the emergency management staff.

f. An agreement on the part of the cities of Fairview, Troutdale, and Wood Village to each provide a .25 full-time employee to the emergency management organization. The primary focus of these personnel will be to provide jurisdiction specific planning expertise to the emergency management staff.

g. An agreement on the part of the City of Maywood Park, the Port of Portland, and Fire Districts 14 and 30 to make staff or representatives available as requested and as practicable to participate in plan development, training, or exercises.

### **3. PERFORMANCE OBJECTIVES AND EVALUATION MEASURES**

a. The performance objective will continue to be the identified standard of care as follows:

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(1) Planning: Emergency plans will be developed to describe the roles and responsibilities of the planning entity in the phases of disaster preparedness and response. The plans will be fully integrated with each other, and will be reviewed in their entirety at least annually.

(2) Training: The minimum annual training will include eight ICS classes; Two special course offerings on emergency management topics; Emergency Management Institute classes; and Oregon Emergency Management classes.

(3) Exercises: The annual exercise program will include four table-top exercises and one functional or full-scale exercise. (FEMA standards require one full-scale exercise every four years.)

(5) Administration: Areas to be covered include quarterly "Steering Committee" meetings; Monthly Regional Emergency Management Technical Committee (REMTEC) meetings; State or National committee assignments; and General program maintenance.

b. Evaluation measures will include the oversight of the User and Policy Boards, and the intergovernmental agreements or memorandums of understanding.

#### **4. IMPACT ON INDIVIDUAL NEEDS OF COMMUNITIES AND CITIZENS**

- a. One County-wide integrated emergency management program.
- b. Coordination of the program through User and Policy Boards.
- c. One coordination point for emergency management training activities.

#### **5. STEPS FOR IMPLEMENTATION**

A. Approval of this consolidation proposal by all political jurisdictions involved through their respective governing body's resolution process.

B. Development of the required Intergovernmental Agreement and/or Memorandum of Understanding that contains a work plan and implementation schedule by the Emergency Management Team.

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C. Approval of the Intergovernmental Agreement and/or Memorandum of Understanding by all political jurisdictions involved.

D. Appointment of members of the consolidated Emergency Management Policy Board, and three User Boards.

E. Development of a implementation plan for co-location, and funding and staffing recommendations by the Emergency Management Team.

F. Approval of the implementation plan for co-location, and funding and staffing recommendations by the User Boards and consolidated Emergency Management Policy Board.

G. Implementation of Phase 2.