



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: Feb. 2017)

## Board Clerk Use Only

Meeting Date: 7/26/18  
Agenda Item #: R.4  
Est. Start Time: 10:25 a.m.  
Date Submitted: 7/18/18

**Agenda Title:** **Audit of Multnomah County Office of Emergency Management**

### Requested

**Meeting Date:** July 26, 2018 **Time Needed:** 30 minutes

**Department:** Non-Departmental **Division:** Auditor's Office

**Contact(s):** Steve March, PhD, CIA, County Auditor

**Phone:** 503-988-3320 **Ext.**  **Email:**

**Presenters:** Steve March, County Auditor; Caroline Zavitkovski, staff auditor; Marc Rose, staff auditor; for Emergency Management: Chris Voss

## General Information

### 1. What action are you requesting from the Board?

Board briefing of completed audit of Office of Emergency Management

### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer(s) this action affects and how it impacts the results.

The Eagle Creek Fire provided a good opportunity to examine the Office's response to a large incident, and draw lessons for future improvements. While the Office is small, the County's Emergency Management program has far-reaching implications in protecting life, safety, and property; ensuring equity in disaster preparedness; and building resilience.

In this audit, we found that Office of Emergency Management's performance during the Eagle Creek Fire was generally well regarded by partners. As most emergency events and exercises do, the experience also revealed areas for improvement. We found that:

- To staff the Emergency Operations Center, the County drew on assistance from neighboring counties and cities, and some less experienced County staff. Increasing the number of County staff with training and experience, would improve preparedness for future large incidents.
- The Office did not ensure the federal reimbursement application included expenses from all involved departments. The application did include the largest expenses.

The County faces additional challenges in emergency management. We found that:

- The Office has set a three-year strategy, but lacks timelines or plans for implementation.

- Staffing challenges within the Office limit progress towards meeting its goals, including towards meeting nationally recognized accreditation standards.
- There is no central coordination for continuity of operations planning and some continuity of operations plans are outdated or incomplete.
- The Office is not using the Emergency Operations Center facility and lacks an alternative.

We recommend that the Office continue to build capacity for staffing the Emergency Operations Center; develop procedures regarding expense reimbursement and continuity of operations planning; develop strategies to address staff turnover; improve short-term planning; and develop Emergency Operations Center facility plans in line with intended usage.

**3. Explain the fiscal impact (current year and ongoing).**

N/A

**4. Explain any legal and/or policy issues involved.**

N/A

**5. Explain any citizen and/or other government participation that has or will take place.**

N/A

---

**Required Signature**

---

**Elected  
Official or  
Department  
Director:**

*/s/ Steve March*

**Date:**

*7/18/18*

---