

CITY OF OAKLAND
AGENDA REPORT

OFFICE OF THE CITY CLERK
2006

2006 MAR 29 PM 7:00

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Oakland Fire Department
DATE: April 11, 2006

RE: **Semi-Annual Report on Emergency Management Board Proceedings for the Period July – December 2005**

SUMMARY

This report summarizes the activities and accomplishments of the Fire Department's Office of Emergency Services as reported to the City of Oakland's Emergency Management Board for the period July through December 2005. No action is requested of the City Council.

FISCAL IMPACT

This report is informational only; there is no fiscal impact.

BACKGROUND

Since June 1995, the Public Safety Committee has requested a semi-annual report on emergency preparedness, response, recovery, and mitigation activities reported to the City's Emergency Management Board (EMB).

The Fire Department's Office of Emergency Services (OES) is responsible for emergency preparedness, planning, education, and training to ensure a comprehensive, coordinated response by the City to both natural and human-caused disasters. Activities are reported quarterly to Oakland's Emergency Management Board, which functions as the city's Disaster Council as well as its Citizens Corps Council.

For the period July to December 2005, OES conducted activities in the following areas:

- Citizens of Oakland Respond to Emergencies (CORE) program
- Oakland Radio Communications Association (ORCA), amateur radio
- Emergency Operations Center (EOC)
- Exercises
- Emergency Preparedness for People with Disabilities
- Disaster Preparedness for Small Businesses
- Alerting & Warning system (sirens and 530AM radio)
- Urban Area Security Initiative (UASI) grants for Fiscal Years 2004 and 2005
- Federal and State grants
- Training and professional development

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- Emergency Management Board meetings

REPORT OF ACTIVITIES, July – December 2005

Quarterly meetings of Oakland's Emergency Management Board were held on September 15, 2005 and December 15, 2005. The following topics were discussed and reviewed.

Citizens of Oakland Respond to Emergencies (CORE)

During the period July to December 2005, the Oakland Fire Department, with assistance from the community volunteers of the CORE Advisory Task Force, trained **1,246** Oakland residents through CORE, more than two and a half times the number of citizens for this same period last year. Specifically, the program trained 1,246 residents in the second half of 2005 as contrasted with 484 in the second half of 2004.

The exponential increase in demand for the program was a direct result of citizen reaction to the devastation caused by Hurricane Katrina in August 2005. As a result, two-thirds to three-quarters of the classes were held in neighborhoods, instead of City facilities, at the community's request.

The CORE program was also impacted by organizational and personnel changes during this period. In October, the CORE program returned to the Office of Emergency Services from the Fire Prevention Bureau, and in December, an intern was hired.

CORE Training Classes by Council District July – September 2005

	CD1	CD2	CD3	CD4	CD5	CD6	CD7	Other
CORE I	74	10	23	97	12	18	13	24
CORE II	45	1	24	31	0	30	3	13
SUBTOTAL	119	11	47	128	12	48	16	37

	CD1	CD2	CD3	CD4	CD5	CD6	CD7	Other
CORE I Chinese		17	4	2	0	0	0	3
CORE I Vietnamese	1	9	4	3	4	3	2	5
SUBTOTAL	1	26	8	5	4	3	2	8

TOTAL	120	37	55	133	16	51	18	45
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GRAND TOTAL: 475

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**CORE Training Classes by Council District
October – December 2005**

	CD1	CD2	CD3	CD4	CD5	CD6	CD7	Other
CORE I	166	45	65	145	5	23	37	16
CORE II	50	14	12	44	5	3	24	5
CORE III	7	3	6	15	4	10	4	13
SUBTOTAL	223	62	83	204	14	36	65	34

TOTAL: 721

	CD1	CD2	CD3	CD4	CD5	CD6	CD7	Other
CORE I Chinese	0	22	9	3	1	0	0	10
CORE II Chinese	0	5	0	0	0	0	0	0
CORE III	0	0	0	0	0	0	0	0
SUBTOTAL	0	27	9	3	1	0	0	10

TOTAL: 50

GRAND TOTAL: 771

**CORE Training Classes by Council District
October – December 2005¹**

	CD1	CD2	CD3	CD4	CD5	CD6	CD7	Other
EXERCISE	61	0	14	40	2	5	0	0
WORKSHOP	22	1	0	22	4	3	2	0
OVERVIEW ²								
SUBTOTAL	83	1	14	62	6	8	2	0

TOTAL: 176

Note 1: There were no exercises or workshops during the previous quarter. (July – September 2005)

Note 2: 6 CORE Overviews were conducted during this quarter for residents in Council Districts 7, 6, 5, 4, 3, 1. Sign-up sheets are not used at overviews. However, it is estimated that 65 - 80 citizens total attended CORE overviews.

Highlights for the CORE program for the period July –December 2005 include:

- Convened annual retreat for the CORE Advisory Task Force in July. Task Force priorities included: (a) knowledge of CORE; (b) recruit/pay CORE Instructors; (c) update curriculum
- Welcomed three new CORE Advisory Task Force members: Marlene DuFour, Gary Plotner, and Edith Rodriguez. Said farewell to Task Force members Phyllis Bishop and Cassius Downs.

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- Held CORE I Train-the-Trainer workshop in July. Recruited three additional instructors.
- Participated in National Night Out in August. Neighborhood Services Manager Claudia Albano proposed that the Oakland Fire Department co-sponsor National Night Out 2006 with the Oakland Police Department.
- Published Fall 2005 CORE newsletter, Esprit de CORE.
- Translated CORE Fact Sheet into Spanish and Chinese.
- Hosted a CORE Community Forum in September; invited public comment to improve and promote the program.
- Established CORE Week September 19-23, 2005. Received Mayoral Proclamation and coordinated a public safety demonstration on Wednesday, September 21, in Frank Ogawa Plaza. Elected officials, employees, and residents were invited to watch Fire Department personnel demonstrate cribbing, fire extinguisher use, and disaster first aid skills to promote CORE awareness and registration.
- Sponsored a neighborhood exercise in November which focused on emergency communications and involved 5 CORE neighborhood groups.
- Hosted Fall 2005 CORE Graduation ceremony and reception, involving 50-55 graduates that included City of Oakland employees, members of Civil Air Patrol, resident groups from Parkwoods Condominiums, Geranium Place, Montclair and Piedmont Pines, Sequoyah Highlands, Laurel, Glenview and other sections of East and West Oakland. Graduation was attended by Councilmember Henry Chang, and representatives from the offices of Councilmembers Nadel and Quan. Received Award of Appreciation for Outstanding Community Service from representatives of the Fireman's Fund Heritage Program.
- Convened "Organizing a Neighborhood Exercise" workshop in December for over 30 CORE Leaders in preparation for April 2006 citywide exercise, which included a presentation by Claudia Albano on the fundamentals of community organizing.
- Upgraded and updated CORE database and reporting capability.

Oakland Radio Communications Association (ORCA), amateur radio

- ORCA members participated in Golden Guardian 2005, the Statewide terrorism exercise held in November. They provided field communications support at the Coliseum and in the City's Emergency Operations Center (EOC). Members at the Coliseum were able to send slow scan television pictures of the medical triage and de-contamination operations over radio waves and into the EOC, where the images were displayed.
- In November, members of ORCA conducted a Standard Emergency Test (SET) of radio capability in fire stations. Amateur radio operators were posted at Stations 7, 10, 12, 17 and 18 to receive information from five (5) CORE neighborhood groups who were conducting an emergency exercise. Each neighborhood group successfully relayed information from their neighborhood to the amateur radio operators located at the neighborhood's local fire station. Radio operators then forwarded this information to the City's Emergency Operations Center (EOC), where it was logged into a situation report as if it were a real time event.

- ORCA members successfully installed WinLink in the EOC. WinLink is a back-up to the City's email system that uses hand-held radios to access the Internet. This redundant system will be used if the City loses email capability during a disaster.
- ORCA held five (5) monthly meetings and two (2) executive board meetings during this period. At the monthly meeting in November, Battalion Chief Tye Peyton and Emergency Planning Coordinator Coleen Bell conducted training on the Incident Command System (ICS) and the Standardized Emergency Management System (SEMS) for members.

Emergency Operations Center (EOC)

- The Emergency Operations Center (EOC) was activated twice during this period. The first instance was precautionary for the July 4 holiday. The second was on December 31 in response to winter storms, which ultimately gained a Presidential declaration of emergency in February 2006. Though not activated, the EOC was on standby in case of a BART strike on July 5 and 6, and after the London bombings on July 7, 2005.
- Taught EOC orientation class to Police Department command staff in December.
- Conducted tours of the EOC for: City of Berkeley; summer interns; CEDA Records Management division; Public Works managers and supervisors; Union City; Mayor's staff; employees of Earth Tech; two delegations from Osaka, Japan; Chinese students visiting UC Berkeley; and the US Geological Survey.

Exercises

- On November 15, 2005, the City and Port of Oakland staff joined thousands of emergency response personnel to participate in the largest-ever statewide emergency exercise to practice responding to a series of catastrophic events. The drill, called Golden Guardian, was sponsored by the California Department of Homeland Security and the California Office of Emergency Services. Oakland was the host site for two of the three field events centered in the Bay Area; events were located at the Coliseum and the Oakland Army Base, as well as at Alameda Point. Approximately seventy (70) organizations in the Bay Area were involved, for which Oakland staff provided planning and coordination services. More than 254 City of Oakland employees were engaged in this exercise. Oakland Fire had six companies (26 personnel) responding in the field. Oakland Police had approximately eighty (80) personnel as exercise players and organizers. About forty-eight (48) personnel from Public Works participated, many from their Departmental Operations Center on Edgewater Drive. When the Oakland Fire Department activated the Emergency Operations Center as part of the drill, nearly one hundred (100) personnel from all City agencies and departments participated in exercise management and public information. Volunteers from ORCA and the CORE Advisory Task Force also participated, as did twenty-five (25) professionals who volunteered to help Oakland evaluate and control the exercise. Evaluators came from: City of Vallejo; Oakland Airport; Association for Bay Area Governments; Transportation Security Administration; FBI; Alameda County Fire; Alameda County Sheriff; UC Berkeley School of Public Health; Monterey Institute for International Studies; USAR Task Force

4; retirees from Oakland Fire and Oakland Public Works; Oakland Police; Contra Costa Sheriff.

- Participated in a two day Infectious Disease exercise at UC Berkeley in August.
- Participated in a US Coast Guard exercise in August to assist in evaluating the newly crafted Port Safety Plan.

Emergency Preparedness for People with Disabilities

- Attended a workshop in July sponsored by State OES on Emergency Planning for Special Needs Populations; OES subsequently shared information about Disaster Registry programs with Fire Communications
- In September, the Office of Domestic Preparedness (ODP), a division of the federal Department of Homeland Security, released ODP Information Bulletin No. 189 entitled, “Individuals with Disabilities in Emergency Preparedness.” This bulletin announced:
 - Launch of the web-based portal, “Disability and Emergency Preparedness Resource Center” at www.dhs.gov/disabilitypreparedness
 - Release of “Workplace Emergency Preparedness Guidelines,” which can be found at www.dol.gov/odep/
 - Launch of a new Web site containing information to help ensure safe and secure transportation for persons with disabilities in the event of a disaster at www.dotcr.ost.dot.gov/asp/emergencyprep.asp

Disaster Preparedness for Small Businesses

- In partnership with the Bay Area Chapter of the American Red Cross, OES conducted a Business Continuity Planning seminar during the Fifth Annual Small Business Symposium on September 29, 2005. The Symposium was sponsored by Councilmember Reid’s office and the Community & Economic Development Agency. Approximately thirty-four (34) people attended.
- In partnership with the City Administrator’s Equal Access Office, OES sponsored a seminar at the first annual Spanish Small Business Forum at the Chavez Education Center in the Fruitvale District in October. Although over one hundred (100) attended the Forum, only four (4) participants stayed for the contingency seminar. Due to schedule conflicts, American Red Cross was unable to partner for this Forum.
- Conducted a seminar for the Oakland Commerce Corporation on October 27, 2005 for twenty-seven (27) participants. OES partnered with Red Cross to produce this workshop.
- OES was unable to participate in the first annual Chinese Small Business Forum in November 12 due to facility size and costs. Materials in Chinese were forwarded for inclusion in Forum registration packets.
- OES is working with the City Administrator’s Equal Access Office on Spanish and Cantonese translations of the Red Cross materials. The initial estimate to translate and publish this information was \$25,000.
- These Business Continuity Planning seminars were requested by the Emergency Management Board (EMB) at the January 2005 meeting and were funded through the FY04 CERT/Citizens Corps Council grant.

Alerting & Warning System (Sirens and 530 AM radio)

- When sirens sound, “Shelter, Shut, and Listen.” Please share this message as part of the City’s ongoing public education program. Sheltering in place is the first, best protective measure people can take in the event of an emergency. Next, it is important to get information about the emergency in order to take constructive action.
- Sirens continue to be tested on the first Wednesday of each month, at noon.
- Repaired a “runaway” siren in August and another in November.
- Hosted Corridor of Safety Task Force meetings in August and October.
- Met with Procomm Marketing Inc., the siren distributor, in September to discuss finalizing the five (5) year maintenance contract.

Urban Area Security Initiative (UASI) grants

Effective November 1, 2005, the City’s Homeland Security unit was transferred from the Budget Office to the Fire Department.

FY 2006 UASI Grant:

The FY 2006 Homeland Security Grant Program Guidance was released in early December 2005. The Guidance contained instructions from the federal Department of Homeland Security (DHS) to the States. The major changes to the existing program were that portions of the grant will be competitively based and that the application process will require the submittal of an Investment Justification. The Guidelines from the State to the Operational and Urban Areas, along with their Technical Assistance, arrived in January 2006; Guidelines mandated the formation of a regional “Super” UASI (SUASI) which joined the three, formerly separate UASI cities of San Francisco, San Jose, and Oakland into a single organization. The deadline for the States to submit all applications to DHS was early March 2006, which the State of California met.

FY 2004 & FY 2005 UASI Grants:

The projects initiated by the past two years of grants are well under way. The charts below show the grant projects and amount allocated to each.

FY 2004	ALLOCATION
Grant Management and Administration	\$234,250
Homeland Security Unit Staff	117,604
Interoperable Communications System	5,534,717
Terrorist Early Warning Group	768,711
Expand Incident Command Teams	768,711
Harden Critical Infrastructure	<u>384,355</u>
TOTAL	\$7,808,348

FY 2005	ALLOCATION
Grant Management and Administration	141,642
Homeland Security Unit Staff	216,288
Interoperable Communications System	2,864,340
Terrorist Early Warning Group	804,606
Strengthen Mutual Aid Resources	779,606
Harden Critical Infrastructure	679,606
Pharmaceutical Cache for Mass Prophylaxis	179,606
TOTAL	\$5,665,694

- Interoperable Communications** - The Interoperable Communications Project Group has been meeting regularly since February 2003. The group has split into Technical, Operational, and Governance Advisory Committees. The Technical Team has been working with the Engineering Team (IC TAP) sent by the federal Department of Homeland Security. Microwave design was completed in early 2006, as scheduled. Mutual Aid Repeaters will be purchased and installed as an interim communication solution. Executive Board approved the 2005 spending plan.
- Information Sharing** - A Terrorist Early Warning Group (TEWG) has been staffed with six (6) grant-funded positions, two (2) from each county and two (2) from Oakland. The group is putting their office infrastructure together as they train, plan and prepare outreach and the sharing of information. Free federal technical assistance is scheduled for 2006.
- Expand Incident Command Teams** - The Incident Command Teams expanded to include law enforcement, public works, and utility companies. The additional disciplines will create a more effective and capable Incident Command environment. Discussions are underway to hire a contractor to provide multi-discipline training.
- Strengthening critical infrastructure** - AC Transit purchased equipment to heighten passenger safety. EBMUD completed the specifications of a mobile command trailer and will soon purchase it through the Fisher Safety Program. Alameda County Public Works provided Weapons of Mass Destruction (WMD) training for public works employees. BART is re-engineering its closed circuit TV system. The City of Oakland will purchase generators through the Fisher Safety Program.
- Mass prophylaxis** - With the projected demise of the Metropolitan Medical Response System (MMRS) program, funds were set aside to maintain pharmaceutical caches for the two (2) MMRS cities in the UASI: Oakland and Fremont. MMRS has been funded for 2006.

- ***Strengthen Mutual Aid resources*** - The City of Oakland is one of two Level 2 SWAT teams in the urban area able to respond to terrorist and other emergency events. A new SWAT vehicle and specialized training and equipment were purchased.

Federal and State grants

- The federal grant for FY04 Citizens Corps Council (CCC)/Community Emergency Response Teams (CERT) was used to support CORE. This grant also funded the May workshop on “Emergency Preparedness for People with Disabilities” and the March 2005 and June 2005 meetings of the Emergency Management Board. The grant also funded the September workshop on “Business Continuity Planning” for small businesses as well as completion of Oakland’s fledgling volunteer management plan.
- Completion of Oakland’s hazard mitigation plan, and the City’s annex to the Association of Bay Area Governments’ regional hazard mitigation plan, enabled the City of Oakland to be eligible for federal Emergency Management Planning Grants. In early 2006, the Fire Department, in partnership with the East Bay Regional Park District and UC Berkeley, applied for a vegetation management grant worth slightly more than \$3 million.

Training and professional development

The Office of Emergency Services provides a range of training in addition to that related to specific programs like CORE. In order to stay current, OES staff also attends emergency management training taught by other organizations.

- Training conducted for City staff
 - The State of California requires employees of local jurisdictions to complete Standardized Emergency Management System (SEMS) training in order for the City to receive reimbursement for disaster response and recovery activities. During this reporting period, twenty-eight (28) City employees attended SEMS classes.
- Training conducted for the Oakland community
 - OES staff coordinated with the Community & Economic Development Agency (CEDA) to prepare a Public Assistance application to FEMA for reimbursement of expenses incurred in support of families displaced to Oakland by Hurricane Katrina. Staff also attended meetings of the Northern California chapter of Volunteer Organizations Active in Disasters (VOAD) as this group worked to assist victims of Hurricane Katrina.
 - Fifty (50) CORE members received SEMS training.
 - Twenty-four (24) visitors from the International Diplomacy Council received SEMS training.
 - In November, OES staff gave an emergency management presentation to a Neighborhood Crime Prevention Council (NCPC) group on emergency management.
 - OES staff gave a presentation on emergency preparedness to the Sobrante Park Resident Action Council.
 - In December, OES staff presented information on disaster preparedness at Councilmember Brunner’s Community Advisory meeting.

- Professional development for OES staff
 - In July, OES staff attended a seminar on Emergency Planning for Special Needs Populations sponsored by State OES.
 - In September 2005, OES staff attended the annual California Emergency Services Association conference.
 - In October 2005, OES staff attended Response Information Management System (RIMS) training at Alameda County's OES.
 - In November, OES staff attended a grant management workshop at State OES.
 - In August and December, OES staff attended a quarterly workshop hosted by the California Emergency Services Association.

Emergency Management Board meetings

Oakland's Emergency Management Board meets quarterly, on the third Thursday of the last month of each quarter.

- The September 15 meeting was hosted by the Port of Oakland and included a harbor tour.
- During the December 15 meeting, participants heard presentations from three (3) individuals who had been actively involved in Hurricane Katrina response and recovery. Oakland Battalion Chief Mark Hoffmann gave a presentation on the work conducted in Mississippi by Urban Search and Rescue (USAR) California Task Force 4. John McPartland, a BART employee and retired Oakland Battalion Chief, gave a presentation on his Disaster Medical Assistance Team (DMAT) and their work in providing medical care in New Orleans. Alameda County Assistant Fire Chief Rich Brown gave a presentation on his swift water rescue team's work in New Orleans.

SUSTAINABLE OPPORTUNITIES

One of OES' primary goals is to better prepare Oakland government, residents, businesses, special districts, and non-profit organizations to withstand natural or human-caused disasters. Prepared communities recover faster, economically, environmentally, and socially, than those that are unprepared.

Economic

- Receipt of FY04 and FY05 Urban Area Security Initiative (UASI) grants will partially fund communications equipment and infrastructure improvements that would otherwise have to be funded by the City. Competitive awards for the FY06 SUASI regional grant are scheduled to be announced in June 2006.
- Receipt of a \$100,000 grant from the Fireman's Fund Insurance Company in November 2004 has allowed OES to continue purchasing additional training equipment and supplies to support CORE neighborhoods.
- The Citizens Corps Council/Community Emergency Response Team grant provided by the Federal Emergency Management Agency (FEMA) for FY04 will expire soon. This grant totaled \$35,000. Alameda County OES has recently announced a grant to Oakland of \$35,000 for FY05; this grant was funded out of Alameda County's portion of

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California's Homeland Security grant. Note: In FY06 separate funding for these programs will be eliminated.

Environmental

- The overarching goal of the City's hazard mitigation plan is to reduce loss of life, property, and damage to the environment to the greatest extent practicable during a disaster.
- As an active participant in ABAG's regional hazard mitigation plan, the City of Oakland was a principal partner in the development and review of the comprehensive list of mitigation strategies in the overall multi-jurisdictional plan. As described in the City of Oakland annex to the ABAG plan, mitigation activities were prioritized using a number of criteria, including, "being technically and administratively feasible, politically acceptable, socially appropriate, legal, economically sound, and not harmful to the environment or our heritage."
- Completion of both mitigation plans cited above made the City of Oakland eligible to compete for federal Emergency Management Planning Grants.

Social Equity

- In partnership with the Red Cross, OES conducted a seminar on Business Continuity Planning at the 5th annual Small Business Symposium in September 2005.
- With assistance from the City Administrator's Equal Access Office, OES sponsored a seminar on Business Continuity Planning at the Spanish Small Business Forum in October 2005.
- CORE Fact Sheets were translated into Spanish and Chinese.

DISABILITY AND SENIOR CITIZEN ACCESS

OES remains committed to its responsibility to address the needs of vulnerable populations in its emergency management programs. Specifically:

- Brochures and meeting minutes for OES programs continue to be published in Braille, on audiotape, and in large print format. Sign language interpreters are requested as needed.
- The CORE program contains sections on preparedness for people with special needs.
- OES continues to attend meetings of the Mayor's Commission on Persons with Disabilities as requested.

RECOMMENDATION(S) AND RATIONALE

Staff recommends that the Oakland City Council approve and accept this informational report.

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ACTION REQUESTED OF THE CITY COUNCIL

Staff requests that the Oakland City Council approve and accept this report.

Respectfully submitted,


DANIEL D. FARRELL
Chief, Fire Department

Reviewed by:

Renee A. Domingo

Personnel, Safety, & Liability Division

Prepared by:

Kimberly Shunk, Admin Services Manager

Office of Emergency Services

APPROVED AND FORWARDED TO THE
PUBLIC SAFETY COMMITTEE:


OFFICE OF THE CITY ADMINISTRATOR

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