

# Office of Emergency Management

## Emergency Management

### **Mission**

In cooperation with internal and external partners, enhance public protective actions and promote domestic preparedness through a comprehensive and effective emergency management program that will adequately mitigate, prepare for, respond appropriately to and quickly recover from natural, technological and terrorist-related emergencies that may impact the residents of Fairfax County.

### **Focus**

The Office of Emergency Management (OEM) provides emergency management services for Fairfax County including the Towns of Herndon, Vienna, and Clifton. The major areas of focus include emergency management planning and policy; the countywide emergency training and exercise program; public preparedness and education; and enhancement of response and recovery capabilities. OEM is committed to preparing for, responding to, recovering from, and mitigating new and challenging threats, particularly from identified hazards which could have an adverse impact to Fairfax County and the surrounding areas. OEM coordinates the emergency management activities of all Fairfax County agencies, as well as the Metropolitan Washington Council of Governments, the Northern Virginia Regional Commission, private organizations, and other local, state and federal agencies.

OEM provides vision, direction and subject matter expertise in the field of emergency management in order to heighten the County's state of emergency readiness. In the event of an emergency, OEM activates and manages the County's Emergency Operations Center (EOC). When activated, the EOC becomes the direction and coordination point for all County emergency management activities. Furthermore, the agency serves as the County's coordination point for federal disaster relief, recovery and mitigation programs. In addition, the agency acts as the liaison to County, regional, state, federal, volunteer, and private partners in order to prepare for, effectively respond to, and quickly recover from significant emergency events. These partnerships are enhanced through mutual aid and inter-local agreements.

The McConnell Public Safety and Transportation Operations Center (MPSTOC) houses the emergency operations center and regional consolidated emergency communication center. This state of the art EOC is equipped with redundant power and communications to ensure operation under the most extreme conditions. A fully operational Alternate EOC (AEOC) is located in the County Government Center.

OEM develops reviews and coordinates identified emergency management programs to meet the County's homeland security goals and objectives as well as for compliance with National and International Standards for Emergency Management. OEM ensures County security and emergency plans are consistent and compatible with the regional and state emergency plans and comply with state, federal and local guidelines. In 2011, OEM took over the supervision of the Continuity of Operations Program (COOP). The program is a comprehensive approach to creating and sustaining a countywide capabilities-based business continuity program allowing essential government services and business functions under adverse emergency conditions. The program identifies all hazards that potentially threaten the organization and County at-large; develops, reviews and maintains training, exercise and support for forty-four County department/agency plans; and coordinates continuity planning efforts collaboratively with regional, state, federal and community-based private and non-governmental partners. OEM also develops and maintains the County's Comprehensive Emergency Operations Plan (EOP) and provides emergency management guidance for the entire County. The EOP guides strategic organizational behavior before, during, and following a significant emergency. In addition, the agency coordinates emergency training, simulations, and exercises necessary to prepare County agencies to carry out their roles in the County EOP.

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OEM also conducts public emergency management outreach programs necessary to increase awareness in emergency preparedness and homeland security. Through the Fairfax County Citizen Corps program, OEM serves as the liaison and administrative support for the recruitment, registration and identification of volunteer emergency workers necessary to support emergency response and recovery efforts. Moreover, OEM and the Office of Public Affairs notify emergency responders, County employees, private partners, and County residents in the event of a significant emergency that may affect the public's safety.

## Budget and Staff Resources

Agency Summary				
Category	FY 2010 Actual	FY 2011 Adopted Budget Plan	FY 2011 Revised Budget Plan	FY 2012 Advertised Budget Plan
Authorized Positions/Staff Years				
Regular	12/ 12	11/ 11	13/ 13	13/ 13
Expenditures:				
Personnel Services	\$1,049,496	\$1,060,060	\$1,060,060	\$1,180,060
Operating Expenses	465,773	589,684	1,172,194	579,684
Capital Equipment	23,283	0	70,000	0
<b>Total Expenditures</b>	<b>\$1,538,552</b>	<b>\$1,649,744</b>	<b>\$2,302,254</b>	<b>\$1,759,744</b>

Position Summary			
1	Emergency Management Coordinator	1	Management Analyst II
2	Deputy Coordinators of Emergency Management	1	Emergency Management Specialist II
1	Financial Specialist IV	1	Administrative Assistant IV
4	Emergency Management Specialists	1	Administrative Assistant III
1	Management Analyst III		
<b>TOTAL POSITIONS</b>			
<b>13 Positions / 13.0 Staff Years</b>			
<b>4/4.0 SYE Grant Positions in Fund 102, Federal/State Grant Fund</b>			

## FY 2012 Funding Adjustments

The following funding adjustments from the FY 2011 Adopted Budget Plan are necessary to support the FY 2012 program:

- ◆ **Employee Compensation** **\$0**  
It should be noted that no funding is included for pay for performance, merit increments, or market rate adjustments in FY 2012.
  
- ◆ **Carryover Adjustments** **\$120,000**  
An increase of \$120,000 is included to provide ongoing support of the County's Continuity of Operations (COOP) planning efforts to effectively plan for, respond to, and recover from a natural or man-made disaster.

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◆ **Reductions** **(\$10,000)**

A decrease of \$10,000 reflects the following reduction utilized to balance the FY 2012 budget:

Title	Impact	Posn	SYE	Reduction
Decrease Operational Support	This reduction will further decrease the operational support and maintenance for the remaining Watch Center equipment and logistical needs of the EOC and AEOC. Timely situational awareness and proper emergency notification to the public and employees prior to and during a significant event could be compromised without proper maintenance and support of these systems.	0	0.0	\$10,000

## Changes to FY 2011 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2011 Revised Budget Plan since passage of the FY 2011 Adopted Budget Plan. Included are all adjustments made as part of the FY 2010 Carryover Review, and all other approved changes through December 31, 2010:

◆ **Carryover Adjustments** **\$652,510**

As part of the FY 2010 Carryover Review, the Board of Supervisors approved encumbered funding of \$532,510. In addition, the Board approved an amount of \$120,000 for Continuity of Operations (COOP) support to enhance the County's capability to effectively plan for, respond to, and recover from a natural or man-made disaster. Subsequently, the County Executive redirected 1/1.0 SYE position to the Office of Emergency Management to help perform this function.

◆ **Position Changes** **\$0**

As part of the FY 2011 review of County position categories, a conversion of 1/1.0 SYE position has been made. The status of limited term positions was reviewed in light of recent changes to federal regulations related to health care and other federal tax requirements. As a result of this review a number of existing limited term positions have been converted to Merit Regular status.

## Key Performance Measures

### Goal

To enhance public protective actions and promote domestic preparedness through a comprehensive and effective emergency management program that will adequately mitigate, prepare for, appropriately respond to and quickly recover from natural, technological and terrorist-related emergencies that may impact the residents of Fairfax County.

### Objectives

- ◆ To increase the working knowledge of the roles, responsibilities and functions of emergency management within Fairfax County by providing training to 95 percent of partner agencies and organizations identified in the County's Emergency Operations Plan (EOP).
- ◆ To promote and enhance "Safe and Caring Communities" by recruiting 8,000 additional Community Emergency Alert Notification (CEAN) subscribers and providing at least 80 community outreach programs.
- ◆ To enhance emergency preparedness, response, and recovery within Fairfax County by developing business partnerships with local businesses and non-governmental organizations.

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Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2008 Actual	FY 2009 Actual	FY 2010 Estimate/Actual	FY 2011	FY 2012
<b>Output:</b>					
Tabletop exercises conducted	9	7	10 / 8	5	10
Functional exercises/drills conducted	10	14	10 / 22	15	20
Training sessions conducted	NA	NA	NA	15	20
Community outreach preparedness presentations/programs/CEAN sessions conducted	74	108	65 / 22	80	80
Businesses and non-governmental organizations participating in County outreach, training, and exercises	NA	NA	NA	10	15
<b>Efficiency:</b>					
Staff hours per community outreach presentation/program/CEAN session	1.7	3.0	2.0 / 2.5	3.0	3.0
<b>Service Quality:</b>					
Percentage of County and volunteer agencies satisfied with training received	95%	95%	95% / 95%	95%	95%
Percent of CEAN users satisfied with information	98%	98%	98% / 98%	98%	98%
Percentage of businesses satisfied with partnership with the Office of Emergency Management	NA	NA	NA	85%	90%
<b>Outcome:</b>					
Percentage of County and volunteer agencies identified in EOP that receive training	85%	85%	90% / 90%	90%	95%
New CEAN subscribers added to OEM database	5,820	5,204	6,000 / 6,632	7,000	8,000
Business partnerships formalized by a Memorandum of Understanding for emergency preparedness and community recovery	NA	NA	NA	2	4

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## **Performance Measurement Results**

In FY 2012, the Office of Emergency Management will continue to conduct emergency preparedness tabletop exercises, functional exercises, drills with the goal of providing training opportunities for at least 95 percent of County and volunteer agencies that are responsible for disaster mitigation, preparedness, response and recovery from large-scale emergencies and disasters that impact Fairfax County. County agencies and volunteer groups with duties and responsibilities outlined in the County Emergency Operation Plan will participate in EOC and AEOC functional drills designed to familiarize agency representatives with the new EOC computer hardware, incident command system, information software and procedures. OEM offers training opportunities in multiple formats which may include lecture, practical hands-on and online web-based interaction. The agency will continue to design and conduct exercises utilizing an all-hazard, multi-disciplinary approach to enhance the capabilities of partner agencies.

Community outreach preparedness presentations and programs will continue to be conducted on a request by request basis. The frequency of requests for presentations from the general public and civic groups are normally in direct correlation with heightened terrorist threat or potential or recent catastrophic events. The importance of emergency preparedness continues to grow in Fairfax County, as has the number of outreach preparedness presentations and programs.

OEM added 6,632 Community Emergency Alert Notification subscribers in FY 2010. These subscribers were added as a result of OEM efforts to increase awareness by conducting community presentations, working with local businesses to enroll their employees, and distributing literature and other publications. Information on the CEAN and the new regional CAPITALERT systems are both incorporated into all community presentations and outreach programs. In FY 2012, OEM will continue to enhance public emergency notifications through effective use of the CEAN system and will strive to recruit an additional 8,000 subscribers including members of the business community.

OEM will begin tracking a new set of performance measures to better capture the agency's efforts to develop local business and non-governmental organizations by incorporating them into emergency preparedness, response, mitigation, and recovery efforts. Further incorporating these organizations in local planning, training, and exercise efforts will provide for a more comprehensive all hazards emergency management program, while taking full advantage of the community resources available within Fairfax County.