

# Office of Emergency Management

**Mission** The Office of Emergency Management (OEM) coordinates and collaborates with its partners to reduce the impact of emergencies and disasters through a comprehensive emergency management program. OEM provides coordination and support for County agencies and community stakeholders; identifies hazards and mitigation opportunities; provides opportunities for planning, training, exercising and evaluation; facilitates continuity of operations; and engages in community outreach, all while maintaining fiscal responsibility.

**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; enhancement of response and recovery capabilities, and grants management. OEM is committed to preparing for, responding to, recovering from, and mitigating new and challenging threats. OEM coordinates the emergency management activities of all Fairfax County agencies and coordinates with the National Capital Region through the Metropolitan Washington Council of Governments (COG), the Northern Virginia Emergency Response System (NVERS), private organizations, and other local, state and federal agencies.

OEM provides vision, direction, and subject matter expertise in the field of emergency management to heighten the County's state of emergency preparedness. In the event of an emergency, OEM activates and manages the County's Emergency Operations Center (EOC). The state-of-the-art EOC is equipped with technological redundancies to ensure operation under the most extreme conditions. The EOC is also activated for large-scale events such as Presidential Inaugurations. Additionally, OEM manages a fully operational Alternate EOC (AEOC) located in the County Government Center, in compliance with Emergency Management Accreditation Program standards.

When activated, the EOC becomes the coordination point for all County emergency management activities. In addition, OEM serves as the County's point of contact for federal disaster relief, recovery, and mitigation programs. OEM 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 emergencies.

OEM develops, reviews, and coordinates emergency management programs to meet the County's homeland security goals and comply with National and International Standards for Emergency Management. OEM ensures County emergency plans are consistent and compatible with the regional and state emergency plans and comply with state, federal, and local guidelines.

OEM develops and maintains the County's Comprehensive Emergency Operations Plan (EOP) and provides emergency management guidance for the entire County. The EOP provides an operational framework for County and partner agencies when responding to an emergency in Fairfax County. OEM manages, develops and updates other emergency plans and annexes based on an "all hazards" approach to emergency management. The EOP was adopted by the Board of Supervisors in June of 2019 and the County Executive signed the Letter of Agreement for the Pre-Disaster Recovery Plan in April 2020.

OEM is responsible for coordinating emergency management training and exercises to prepare County agencies to carry out their roles identified in the emergency operations plan. Each year, OEM develops and coordinates a variety of discussion-based seminars and tabletop exercises, as well as operational-based exercises. All exercises are compliant with federal Homeland Security Exercise and Evaluation Program (HSEEP) guidelines, ensuring that training opportunities are of the highest caliber and consistent with national training standards. The agency hosts emergency management

training, which involves training County and regional personnel on a diverse range of topics including the National Incident Management System, Continuity of Operations, and coursework sponsored by the Virginia Department of Emergency Management.

OEM conducts emergency management outreach programs necessary to increase the public's awareness in emergency preparedness and homeland security. Through the Fairfax County Citizen Corps program, OEM serves as liaison and administrative support for recruitment, registration and identification of volunteer emergency workers necessary to support emergency response and recovery efforts.

## Pandemic Response and Impact

In support of Fairfax County's response to COVID-19, the Office of Emergency Management (OEM) has activated the Emergency Operations Center (EOC) and is assisting with coordination and collaboration with response agencies and County leadership. The EOC is providing logistical support and resource management to County agencies utilizing single point ordering and donations management of Personnel Protective Equipment (PPE). OEM is assisting in the coordination of all cost tracking and documentation for federal reimbursement through the Finance/Administration section in the EOC. OEM is the lead agency in coordinating Continuity of Operations across all government agencies and is providing support for planning the County's recovery and reopening efforts. In addition, a "keyword" was developed through the County's alerting system to provide COVID-19 information to the public. There are currently over 34,000 people signed up to receive text messages in English and over 300 for Spanish.

## Budget and Staff Resources

Category	FY 2020 Actual	FY 2021 Adopted	FY 2021 Revised	FY 2022 Advertised	FY 2022 Adopted
<b>FUNDING</b>					
<b>Expenditures:</b>					
Personnel Services	\$1,333,335	\$1,439,035	\$1,326,535	\$1,678,308	\$1,694,411
Operating Expenses	596,315	508,829	1,097,731	509,829	509,829
Capital Equipment	82,988	0	227,457	0	0
<b>Total Expenditures</b>	<b>\$2,012,638</b>	<b>\$1,947,864</b>	<b>\$2,651,723</b>	<b>\$2,188,137</b>	<b>\$2,204,240</b>
<b>AUTHORIZED POSITIONS/FULL-TIME EQUIVALENT (FTE)</b>					
Regular	13 / 13	13 / 13	15 / 15	16 / 16	16 / 16

This department has 4/4.0 FTE Grant Positions in Fund 50000, Federal-State Grants.

## FY 2022 Funding Adjustments

The following funding adjustments from the FY 2021 Adopted Budget Plan are necessary to support the FY 2022 program. Included are all adjustments recommended by the County Executive that were approved by the Board of Supervisors, as well as any additional Board of Supervisors' actions, as approved in the adoption of the Budget on May 4, 2021.

**Employee Compensation** **\$16,103**  
 An increase of \$16,103 in Personnel Services is included for a 1.00 percent market rate adjustment (MRA) for all employees effective July 2021.

**Funding for Positions Supporting Coronavirus Response** **\$171,200**  
 As previously approved by the Board of Supervisors as part of the *FY 2020 Carryover Review*, an increase of \$171,200 is included to support 2/2.0 FTE additional positions to address the COVID-19 outbreak. These positions will provide long-term support with response and recovery efforts related

to COVID-19. It should be noted that an increase of \$85,908 in Fringe Benefits funding is included in Agency 89, Employee Benefits. For further information on Fringe Benefits, please refer to the Agency 89, Employee Benefits, narrative in the Nondepartmental program area section of Volume 1.

**Urban Areas Security Initiative \$69,073**

An increase of \$69,073 and 1/1.0 FTE new position is associated with the transition of Urban Areas Security Initiative (UASI) funding to local government funding. This funding will allow the volunteer program to continue across the County to further assist with disaster volunteer management, community engagement and education, and overall disaster response. It should be noted that an increase of \$34,171 in Fringe Benefits funding is included in Agency 89, Employee Benefits. For further information on Fringe Benefits, please refer to the Agency 89, Employee Benefits, narrative in the Nondepartmental program area section of Volume 1.

## Changes to FY 2021 Adopted Budget Plan

*The following funding adjustments reflect all approved changes in the FY 2021 Revised Budget Plan since passage of the FY 2021 Adopted Budget Plan. Included are all adjustments made as part of the FY 2020 Carryover Review, FY 2021 Mid-Year Review, FY 2021 Third Quarter Review, and all other approved changes through April 30, 2021.*

**Carryover Adjustments \$690,359**

As part of the *FY 2020 Carryover Review*, the Board of Supervisors approved funding of \$690,359, including \$588,902 in encumbered funding in Operating Expenses and \$101,457 in Capital Equipment.

**Positions Supporting Coronavirus Response and Ongoing Efforts \$0**

As part of the *FY 2020 Carryover Review*, the Board of Supervisors approved 2/2.0 FTE new positions to immediately address the COVID-19 outbreak. Both positions provide long-term support with disaster recovery and financial recovery efforts for the next several years. These positions were initially supported with stimulus funds received through the federal Coronavirus Relief Fund.

**Third Quarter Adjustments \$13,500**

As part of the *FY 2021 Third Quarter Review*, the Board of Supervisors approved funding of \$13,500 in Personnel Services for a one-time compensation adjustment of \$1,000 for merit employees and \$500 for non-merit employees paid in May 2021.

## Position Detail

*The FY 2022 Adopted Budget Plan includes the following positions:*

OFFICE OF EMERGENCY MANAGEMENT – 16 Positions			
1	Emergency Management Coordinator	1	Emergency Management Specialist I [+1]
1	Dep. Coordinator of Emergency Management	1	Management Analyst IV
1	Continuity Operations Program Manager	1	Financial Specialist III
2	Emergency Management Specialists	1	Administrative Assistant IV
3	Emergency Management Specialists III	1	Administrative Assistant III
3	Emergency Management Specialists II		
+	Denotes New Position(s)		

**Performance  
Measurement  
Results**

In FY 2020, OEM added 7,897 new subscribers to Fairfax Alerts. Information on the Fairfax Alerts is included into all community presentations and outreach programs. In future years, OEM will continue to enhance public emergency notifications through effective use of the Employee Alert Network and Fairfax Alerts. Most recently, County alerts have been linked directly with the agency’s social media outlets. With the implementation of a more robust social media presence outreach program, OEM will strive to attract an additional 8,200 subscribers in Fairfax Alerts including members of the business community in FY 2021. As the importance of emergency preparedness continues to grow and the cost of disasters continues to rise, OEM has started to diversify its messaging and interactions with the community in a format that meets their needs. This would include social media platforms, video, and multiple languages. OEM completed 65 preparedness programs in FY 2020. Due to COVID-19 restrictions, many community programs were cancelled.

In FY 2021, the Office of Emergency Management will continue conducting both discussion and operational based exercises. The goal is to provide training opportunities for at least 95 percent of County and volunteer agencies responsible for disaster mitigation, preparedness, response and recovery from large-scale emergencies and disasters. County agencies and volunteer groups with duties and responsibilities outlined in the County Emergency Operation Plan will participate in EOC and AEOC exercises designed to familiarize agency representatives with the incident command system, information software and procedures. OEM offers training opportunities in multiple formats including lecture, virtual and hands-on. OEM conducted 48 trainings and exercise activities in FY 2020 fewer than planned due to COVID-19 restrictions. The agency will continue to design and conduct exercises utilizing an all-hazard, multi-disciplinary approach to enhance the capabilities of partner agencies. The Office of Emergency Management activated the Emergency Operations Center four times for a total of seven operational periods (84 hours) in FY 2020 to coordinate County response and recovery operations. As of March 9, 2020, the EOC has been activated to support COVID-19 response. In FY 2020, the EOC was open for 81 days (688 hours) and continues through FY 2021 to support on-going efforts.

Indicator	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
<b>Division Name</b>						
Percentage of County and volunteer agencies identified in EOP that receive training	96%	95%	95%	95%	95%	95%
New Fairfax Alerts subscribers added to OEM database	7,548	10,450	8,000	7,897	8,200	8,500
Percentage of businesses satisfied with partnership with the Office of Emergency Management	91%	93%	93%	93%	94%	94%

A complete list of performance measures can be viewed at <https://www.fairfaxcounty.gov/budget/fy-2022-adopted-performance-measures-pm>