



REPORT TO CITY COUNCIL

DATE: OCTOBER 11, 2017

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER 

BY: LOUIS CELAYA, DEPUTY CITY MANAGER 

SUBJECT: ADOPTION OF RESOLUTION NO. 17-1859; APPROVING THE 2017 UPDATE OF THE AGOURA HILLS EMERGENCY RESPONSE PLAN

The purpose of this report is to request adoption of Resolution No. 17-1859 approving the update of the 2017 Agoura Hills Emergency Response Plan, also known as the Agoura Hills SEMS/NIMS Emergency Operations Plan (EOP). The plan meets the requirements of the California Governor's Office of Emergency Services (OES) as established by California Government Code §8607(a) and California Code of Regulations §§ 2400-2450. The previous EOP was approved by the California Office of Emergency Services on December 14, 2006, and updates to the plan appendix are reviewed annually. In addition to meeting state requirements, the plan is in compliance with the guidelines and formats provided to the City by the Los Angeles County Emergency Operational Area, of which the City is a part.

The EOP was developed based on SEMS guidelines and adapted to Los Angeles County Emergency Operations Area formats and specifications. The revised plan maintains the original organization sections: (1) **Part One – Basic Plan**, which serves as the overall organizational and operational concepts relative to response and recovery, including an overview of potential hazards; (2) **Part Two-Emergency/Disaster Response Organization Functions**, which describes the emergency/disaster response organization, checklist, and reference material, and (3) **Appendix**, which contains the emergency disaster organization's notification numbers and other essential contact information. It should be noted because of the sensitivity of the contact information included in the Appendix, this section will not be available in the public document.

The revisions to the 2017 Emergency Operation Plan include:

- Updates to contact information for emergency service agencies, providers of emergency services, response personnel, etc.
- Updates to various charts and matrices, and removal of unnecessary information to the plan that could confuse the reader and slow efficiency of the plan
- Acknowledgement of the Access and Functional Needs population in various emergency and organizations functions
- Acknowledgement of the replacement of the County of Los Angeles "Emergency Management Information System (EMIS)" communication system to OAARS (Operational Area and Recovery System)
- Acknowledgement of the City mass notification system "Connect CTY"

The Agoura Hills EOP has been concurred to by the City Manager and department heads, as evidenced by the attached Signed Concurrence by Principal Departments.

In prior years, local agencies were required to send a draft of their EOP to the state's Emergency Management Agency for review. The state is no longer requiring review and instead is asking each local agency to approve the EOP. The approval of the updated plan by the City Council will continue to bring the plan into compliance with the National Incident Management System (NIMS) mandates. According to California and Federal requirements, the plan will then be evaluated and updated on an as-needed basis. A copy of the plan will be on file with the City Clerk.

RECOMMENDATION

It is respectfully recommended the City Council adopt Resolution No. 17-1859; Approving the 2017 Update of the Agoura Hills Emergency Operations Plan.

Attachment: Resolution No. 17-1859
 City of Agoura Hills Emergency Response Plan 2017
 Letter of Promulgation

RESOLUTION NO. 17-1859

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA; APPROVING THE AGOURA HILLS EMERGENCY OPERATIONS PLAN IN COMPLIANCE WITH THE CALIFORNIA STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS)

WHEREAS, California Government Code §8607(a) directed the Governor's Office of Emergency Services (OES) to establish a Standardized Emergency Management System (SEMS) by regulation to be used statewide by all governments and agencies; and

WHEREAS, the California Code of Regulations §§2400-2450 establishes regulations for SEMS that provides guidelines intended to assist local government in the planning and implementation of SEMS, including the preparation of an Emergency Response Plan; and

WHEREAS, the Los Angeles County Emergency Operational Area (LAGEOA) provided additional required guidelines and formats to be used by county area governments and agencies in the preparation of all county emergency response plans, including the Agoura Hills Emergency Operations Plan; and

WHEREAS, the City Manager, and additional appropriate staff, are in concurrence with the Agoura Hills Emergency Operations Plan; and

WHEREAS, the Governor's Office of Emergency Services has ceased the review of agencies emergency response plans and all that is required is the approval of the agency's governing body;

NOW, THEREFORE, the City Council of the City of Agoura Hills hereby resolves as follows:

Section 1. The City Council hereby adopts the Agoura Hills Emergency Operations Plan, and authorizes the Mayor to sign the Letter of Promulgation.

Section 2. The City Manager is hereby directed to include a copy of this resolution, the Signed Concurrence of Principal Departments, and the Letter of Promulgation in the Agoura Hills Emergency Response Plan.

PASSED, APPROVED, AND ADOPTED this 11th date of October, 2017, by the following vote to wit:

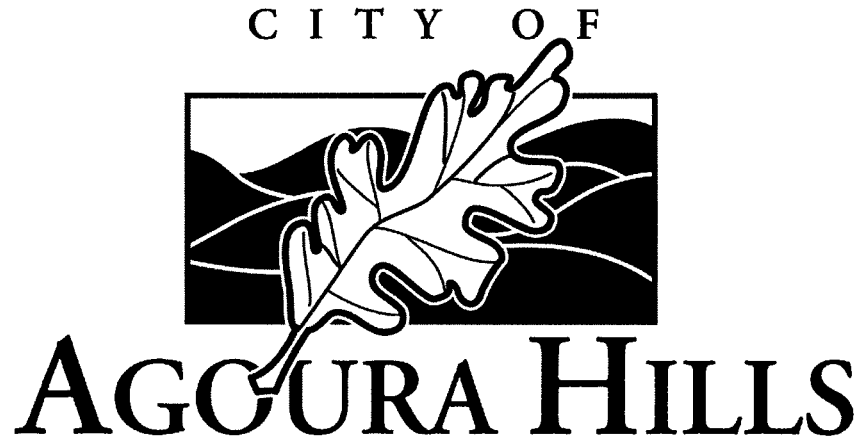
AYES: ()
NOES: ()
ABSTAIN: ()
ABSENT: ()

Denis Weber, Mayor

ATTEST:

Kimberly M. Rodrigues, City Clerk

(This document is available for review in the Office of the City Clerk 30001 Ladyface Court, Agoura Hills, CA and on the City's website at www.ci.agoura-hills.ca.us under the October 11, 2017, City Council meeting)



SEMS/NIMS

EMERGENCY OPERATIONS PLAN

2017

**EMERGENCY OPERATIONS-
CITY OF AGOURA HILLS
818/597-7300**

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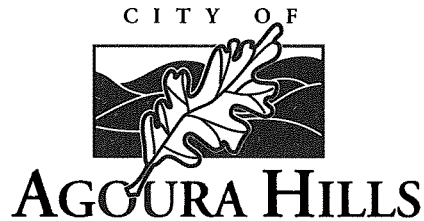
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"Gateway to the Santa Monica Mountains National Recreation Area"

October 11, 2017

LETTER OF PROMULGATION

TO: OFFICIAL, EMPLOYEES, AND CITIZENS OF THE CITY OF AGOURA HILLS

The preservation of life and property is an inherent responsibility of local, state, and federal government. The City of Agoura Hills has prepared this Emergency Operations Plan (EOP), to ensure the most effective and economical allocation of resources for the maximum benefit and protection of the civilian population in the time of an emergency.

While no plan can prevent death and destruction, good plans carried out by knowledgeable and well trained personnel can and will minimize loss. The plan establishes the emergency organization, assigns tasks, specifies policies and general procedures, and provides for coordination of planning efforts of the various emergency staff and service elements utilizing the Standard Emergency Management System (SEMS), and the National Incident Management System (NIMS).

The objective of this plan is to incorporate and coordinate all facilities and personnel of the City in to an efficient organization capable of responding to any emergency.

The Emergency Operations Plan is an extension of the California Emergency Plan and the Los Angeles County Emergency Operations Plan. It will be reviewed and exercised periodically at the City's discretion, and revised as necessary to meet changing conditions.

The City Council give its full support of this plan and urges all officials, employees and citizens, individually and collectively, to do their share in the total emergency efforts of the City of Agoura Hills.

Concurrence of this promulgation letter constitutes the adoption of the Standard Emergency Management System, the National Incident Management System and the EOP of the City of Agoura Hills. The EOP will become effective on approval by the City Council.

Denis Weber
Mayor

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