

TO: Jim App, City Manager
FROM: Ken Johnson, ES Chief
DATE: December 17, 2002
SUBJECT: Emergency Operations Plan

NEEDS: To consider authorizing application for grant funding to aid in the completion of an Emergency Operations Plan (EOP) for the City of Paso Robles.

- FACTS:**
1. An EOP is a document that describes a jurisdiction's policies and procedures related to emergency management. This would include such things as earthquake emergency response plans, multi-casualty response plans, bioterrorism response plans, and the like.
 2. The City currently does not have an adopted, comprehensive EOP.
 3. The development of an EOP falls under the purview of the Department of Emergency Services.
 4. EOP development is a resource intense activity.
 5. Extraordinary responses, as found in an EOP, are currently directed by general response policies and State-developed emergency response plans. This is inadequate, given the magnitude of the potential impacts on the community.
 6. Grant monies are available for the construction of an EOP.

ANALYSIS &

CONCLUSION An EOP for Paso Robles is a necessity. The prior Chief was working on this plan. His work had continued over the past nine years, with no final adopted product to date. The amount of data to be gathered and assembled into a useful working document has, and remains, beyond the time capabilities of the existing staff. Unfortunately much of the work already done has now become dated. We have uncovered a grant funding source that may allow us an opportunity to secure additional assistance in completing the EOP by the end of 2003.

POLICY

REFERENCE: None

FISCAL

IMPACT: \$25,000, to be reimbursed upon completion and acceptance of the EOP.

OPTIONS:

- A. Authorize application for grant funding and an increase of \$25,000 in expenditures of the Emergency Services' budget, provided the Department is successful in securing grant funding to fully recover the cost.
- B. Amend, modify, or reject option A.