



# **Nondepartmental Policy Briefings: Office of Emergency Management**



April 2, 2013

# Overview: Office of Emergency Management`

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- ▶ **Our Mission is to: prepare for, respond to, mitigate against and recover from disasters both natural and/or manmade.**
- ▶ **Emergency Management Responsibilities:**
  - ▶ ORS 401.305 Counties shall, Cities may have emergency management programs
  - ▶ Multnomah County is responsible for Emergency Management within the County and have two larger cities that have well developed Emergency Management programs to coordinate within our county.
- ▶ **One of the foundations to Emergency Management is Continuity of Operations (COOP).**
- ▶ **Continuity of Operation enables government agencies to maintain Continuity of Government (COG).**



# Policy Discussion: Continuity of Operations

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In the event of a business disruption, including facility damage, staff shortages, system failures, utility failures and/or a disaster, the County may be unable to perform all of its functions or services.

- ▶ In order to complete our mission we must first be able to maintain continuity of operations as the County as well as continuity of government.
  - ▶ We will be relied upon by jurisdictions within the county to coordinate and support operations as well as deliver services of our own to the community.
- ▶ Our vulnerable populations need additional attention and support and we must ensure that our critical services are resilient and can be maintained in the face of possible disruptions.



# COOP: Benefits to our community

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## COOP Continuity of Operation Planning

- ▶ **Benefits of completing COOP to the organization**
  - ▶ **Who benefits most? Those who need our services the most.**
- ▶ **Unexpected Benefits of COOP planning**
  - ▶ **Builds organizational resilience**
    - **Prioritization of work and business processes**
    - **Defines responsibilities, essential functions, authorities and communications**
    - **Identifies risks and mitigation strategies to disruptions of service**
    - **Increases efficiencies by exposing; illogical work flows, duplicate or overlapping business functions or redundant processes**
    - **Optimization of business processes**



# COOP: What has been done to date

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- ▶ Completed Business Impact Analysis for all County departments and offices.
- ▶ Completed Basic COOP Plans for all County departments and offices.
- ▶ COOP software and data hosting has been acquired and is in use.
- ▶ Completed a County-wide COOP Exercise on Sept 19<sup>th</sup>, 2012.
- ▶ Completed overall County After-Action Report (which includes strengths and areas for improvement)
- ▶ Completed Department-specific After Action Reports for all participating departments and offices.
- ▶ COOP Overview Training for all Department Leadership Teams and Subject Matter Expert Teams. (200 County staff have been trained.)
- ▶ We continue to have monthly meetings of the County-wide COOP Project Team.



# COOP/COG: focus for FY 2014

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- ▶ **Our goal is to build a more resilient County that can respond to its community needs even when disruptions occur.**
- ▶ **Over the next year we will:**
  - ▶ Coordinate and update COOP plan from lessons learned during exercise
  - ▶ Finish COG plan documentation, and Lines of Succession/Delegations of Authority for all plan Functions
  - ▶ Update information and process currently with in the plan
  - ▶ Prioritization of essential functions, work and services
  - ▶ Provide Mitigation Strategies / Preventive Measures
  - ▶ Identify personnel in departments to be trained how to use and maintain the information.
- ▶ **Maintaining our current FTE will ensure that we meet these needs.**



# Wrap Up, Q&A, next steps

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- ▶ The steps we take over the next year will improve our ability to delivery services during disruptions by maintaining our ability to operate as a government, enabling us to respond to our community when we are needed most.
- ▶ We are asking that you continue to support Continuity Planning over the next year to complete the Continuity of Operations Plan and integrate all County Departments in this work.
- ▶ Questions?

