

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Valentine Hellman	2. Telephone No. 503.823.2055	3. Bureau/Office/Dept. Emergency Management
4a. To be filed (date): 6/6/2012	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/> </div>	5. Date Submitted to Commissioner's office and FPD Budget Analyst: 5/31/2012
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed

1) Legislation Title:

*Authorize application to the Federal Emergency Management Agency Emergency Management Performance Grant for an award in the amount of \$247,548 to administer an integrated all hazard emergency management program for the City (Ordinance)

2) Purpose of the Proposed Legislation:

The Federal Emergency Management Agency's Emergency Management Performance Grant (EMPG) provides financial and technical assistance through their Fiscal Year 2012 grant. These funds are provided for the development of an all hazard emergency management capability to promote planning, response, exercise, training and community outreach. Minimal basic requirements for participation in the EMPG program are

- Develop, revise and enhance emergency management plans.
- Provide a comprehensive, all hazards training program to address the needs of local state, federal, private sector, non-profit, and tribal entities.
- Implement a comprehensive exercise program to assess and evaluate emergency plans and capabilities.
- Attend a minimum of twenty hours of training, participate in quarterly exercises and submit appropriate reports to document actions taken.

Grant funds are budgeted for one half of the cost of three Portland Bureau of Emergency Management (PBEM) positions, one half of the annual rent for PBEM office space, one half of plan development software and one half of the total cost of Emergency Coordination Center information technology operational support. All funds received through the EMPG program will be provided on a reimbursable basis and will be matched 50% in the form of salary, benefits, and materials and services in the general fund budget of the Portland Bureau of Emergency Management.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

☐ City-wide/Regional
 ☐ Northeast
 ☐ Northwest
 ☐ North

- ☐ Central Northeast ☐ Southeast ☐ Southwest ☐ East
☐ Central City ☒ Internal City Government Services

FINANCIAL IMPACT

4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

If the grant is awarded, it would increase City appropriation by \$247,548. The funds would not be appropriated until FY 2012-13. There is a 50% match requirement for this Grant award which can be made by non-federal funded soft match.

5) Expense: What are the costs to the City related to this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the *level of confidence*.)

There are no expenses associated with this Grant in FY 2011-12, however funds will be appropriated in the FY 2012-13 Adopted Budget for planned expenditures.

6) Staffing Requirements:

- **Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?** (If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)
- **Will positions be created or eliminated in future years as a result of this legislation?**

There are no staffing requirements associated with this Grant in the current or future years. However, three positions are 50% matched by this grant.

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations (If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☐ **YES:** Please proceed to Question #9.

☒ **NO:** Please, explain why below; and proceed to Question #10.

This grant augments PBEM's budget and is used to help fund positions, facilities and support. Community members sit on the Budget Advisory Committee and provide input during the budget process.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

c) How did public involvement shape the outcome of this Council item?

d) Who designed and implemented the public involvement related to this Council item?

e) Primary contact for more information on this public involvement process (name, title, phone, email):

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

This grant augments PBEM's budget and is used to help fund positions, facilities and support. Community members sit on the Budget Advisory Committee and provide input during the budget process.

Carmen Merlo



BUREAU DIRECTOR (Typed name and signature)



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Carmen Merlo, Director

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INTEROFFICE MEMORANDUM

DATE: 5/30/2012

TO: Mayor Sam Adams

FROM: Carmen Merlo, Director *CM*
Bureau of Emergency Management

RE: *Authorize application to the Federal Emergency Management Agency Emergency Management Performance Grant for an award in the amount of \$247,548 to administer an integrated all hazard emergency management program for the City (Ordinance)

1. INTENDED THURSDAY FILING DATE: 5/31/2012
2. REQUESTED COUNCIL AGENDA DATE: 6/6/2012
3. CONTACT NAME & NUMBER: Valentine Hellman, 503.823.2055
4. PLACE ON: ☒ X ☐ CONSENT ☐ REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED: ☒ X ☐ Y ☐ N ☐ N/A
6. ORIGINAL COPY OF CONTRACT APPROVED AS TO FORM BY CITY ATTORNEY
ATTACHED: ☐ Yes ☐ No ☒ X ☐ N/A

7. BACKGROUND/ANALYSIS

The Federal Emergency Management Agency's Emergency Management Performance Grant (EMPG) provides financial and technical assistance through their Fiscal Year 2012 grant.

These funds are provided for the development of an all hazard emergency management capability to promote planning, response, exercise, training and community outreach.

Minimal basic requirements for participation in the EMPG program are

- Develop, revise and enhance emergency management plans.
- Provide a comprehensive, all hazards training program to address the needs of local, state, federal, private sector, non-profit, and tribal entities.
- Implement a comprehensive exercise program to assess and evaluate emergency plans and capabilities.
- Attend a minimum of twenty hours of training, participate in quarterly exercises and submit appropriate reports to document actions taken.

Grant funds are budgeted for one half of the cost of three Portland Bureau of Emergency Management (PBEM) positions, one half of the annual rent for PBEM office space, one half of plan development software and one half of the total cost of Emergency Coordination Center information technology operational support. All funds received through the EMPG

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program will be provided on a reimbursable basis and will be matched 50% in the form of salary, benefits, and materials and services in the general fund budget of the Portland Bureau of Emergency Management.

8. FINANCIAL IMPACT

See Financial Impact Statement.

9. RECOMMENDATION/ACTION REQUESTED

Authorize application to FEMA for an FY2012 Emergency Performance Management Grant.