

**Intergovernmental Agreement for Emergency Management Performance Grant
(EMPG)**

FY 10 CERTIFICATE

Oregon Emergency Management (OEM) and the City of Portland, Oregon, participating in the Federal Emergency Management Agency's Emergency Management Performance Grant (EMPG) program, hereby agree to cooperate in the implementation and maintenance of an emergency management program that addresses the potential hazards to the jurisdiction in accordance with the funding requirements of the EMPG program.

It is understood that funds will be made available to the City from the federal EMPG program. OEM is the administrator of EMPG funds and the entity to whom a request was submitted for funding. This certificate is the agreement between OEM and the City of Portland validating the EMPG grant award. The agreement is supported by the work plan submitted with the original application which describes the work the City will perform with the awarded grant funds (see Attachment A). The requested amount for the 2010 work plan of \$180,862.00 will be matched by an equal sum from the City. The City understands and intends that once OEM signs the Certificate there shall be a binding intergovernmental agreement between the City and OEM.

The Parties agree as follow:

Minimal basic requirements for participation in the EMPG program include the following elements numbered 1 through 5. These elements will be supported by specific activities identified in the attached Portland FY 2010 EMPG (Attachment A) that is an integral part of this agreement.

1. Coordination and implementation of a local integrated Emergency Management System in accordance with ORS Section 401.
2. Review and update emergency management plans, policies, guidelines, and standard operating procedures.
3. Emergency Operations Plans are to be exercised in accordance with DHS/FEMA State and Local HSEEP Exercise Requirements.
4. EMPG funded Emergency Management Program staff will attend a minimum of twenty (20) hours of related training during the fiscal year.
5. Consistent with local resources and needs, additional activities will be programmed as deemed necessary and appropriate by the Chief Executive Officer.

ADMINISTRATION

The city will submit reports as required, which list the accomplishment of activities as identified in the Emergency Management Program FY 10 Yearly Work Plan (Attachment A Portland FY10 EMPG). If a deviation from the Work Plan occurs, such will be explained in the Activity Narrative Section of the Work Plan. Where completion of an


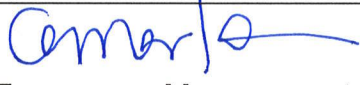
activity involves production of a tangible product, e.g., Hazard Analysis, Emergency Guidelines, Training Agenda, etc., a copy of that product will be provided to OEM with the report of the time period in which it was produced or completed.

All funds must be spent and accounted for in accordance with 44 CFR Part 13 and 2 CFR Part 225. All funds received through the EMPG Program will be provided on a reimbursable basis. Supporting documentation for all expenses must be maintained and available on request. All reports and billing submissions must meet the timelines in the OEM Administrative Rules or a reduction in funding may occur. Exceptions will be handled on a case-by-case basis.

The Chief Executive Officer must approve the Emergency Management Program FY 10 Yearly Work Plan (Attachment A) and in the final report of the fiscal year must certify completion of the minimum requirements for EMPG funding as set forth above.

Failure to complete these minimum requirements may result in elimination of funding for the following year, a demand for the return of funds for the year covered by this agreement, or both.

CERTIFICATION

 Chief Executive Officer (Mayor)	 Emergency Management Director
Date: 4.22.10	Date: 4.22.2010
City Attorney	City Auditor
Date:	Date:

ACKNOWLEDGEMENTS

Oregon Emergency Management hereby acknowledges the receipt of the Portland, Oregon City Emergency Management Program Work Plan for Federal Fiscal Year 2010 and assures the pass through of available funds for eligible items and activities in compliance with the Federal Emergency Management Agency's requirement for EMPG funds.

Director Oregon Emergency Management
Date:

Attachment: Attachment A (Local Emergency Management Program FY 10 Yearly Work Plan) Portland FY 2010 EMPG

Attachment A – Portland FY 2010 EMPG

Jurisdiction: City of Portland, Oregon

Quarter: ☐ Annual Submission
☐ First (due January 15th)
☒ Second (due April 15th)
☐ Third (due July 15th)
☐ Fourth (due October 15th)

EMF #: 5.4 – Natural Hazard Mitigation Planning	
<p>Objective: Continue the management and implementation of local government natural hazards mitigation plans (NHMPs) and projects using funding that includes, but is not limited to the Pre-Disaster Mitigation (PDM) Program, Flood Mitigation Assistance (FMA) Program, Repetitive Flood Claims (RFC) Program, Severe Repetitive Loss (SRL) Program, and Hazard Mitigation Grant Program (HMGP). All 36 Counties will have a locally adopted FEMA approved NHMP.</p> <p>EMF-5.4.1 <input checked="" type="checkbox"/> Make the local NHMP accessible on the Internet.</p> <p style="padding-left: 40px;">Web link: portlandonline.com/oem NHMP date: <u>March - 2010</u></p> <p>EMF-5.4.2 <input checked="" type="checkbox"/> Discuss potential mitigation projects and measures with OEM mitigation staff who will provide detailed information, selection criteria, and application requirements for FMA and PDM competitive grants and post-disaster HMGP grants.</p> <p>EMF-5.4.3 <input checked="" type="checkbox"/> <i>When feasible</i>, begin implementation of priority mitigation projects, including - as appropriate - identifying specific staff and funding needs.</p> <p>EMF-5.4.4 <input checked="" type="checkbox"/> Convene natural hazards committee at least twice a year for plan implementation and maintenance.</p>	
<p>Performance Measure and Basis of Evaluation: NHMP accessible on internet. FEMA NHMP Approved Plan in place. NHMP committee meets at least twice a year.</p>	
<p>Challenges/Risks: Plan revision is delayed. Actual occurrence could disrupt workload and planning process. Reward to say: Funding to implement mitigation measures is the challenge</p>	
Quarterly Activity	
1st Quarter Activity (10/1/09-12/31/09)	Expected Outcome:
	Results:
2nd Quarter Activity	Expected Outcome: Mitigation Plan on website; meeting held with Planning Team

(1/1/10-3/31/10) EMF5.4.1&5.4.4 exact dates tba	Results: Mitigation Plan in review by the state and not yet posted on website, (pending acceptance). Planning meeting not held. Attendance at Portland Plan (city strategic plan/comprehensive plan update) to educate about commonalities between action areas and mitigation. Planning education and involvement plan for greater community influence on the action item priorities.
3rd Quarter Activity (4/1/10-6/30/10) EMF5.4.2 exact date tba	Expected Outcome: Planning team members identify key actions that would meet funding criteria and meet with OEM Results:
4th Quarter Activity (7/1/10-9/30/10) 5.4.3 & 5.4.4 exact date tba	Expected Outcome: 2 nd meeting with report out on implementation of actions Results:

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EMF #: 5.7.1 - Planning	
Objective: Developing, revising, or enhancing emergency management plans:	
Required:	
EMF-5.7.1.1	<input checked="" type="checkbox"/> EOP current and promulgated within last 5 years (2006-2010) Date:
EMF-5.7.1.2	<input checked="" type="checkbox"/> Hazard Analysis current and updated within last 5 years (2006-2010) Date:
EMF-5.7.1.3	<input checked="" type="checkbox"/> Participate in GAP Analysis II
Select at least two:	
EMF-5.7.1.10	<input checked="" type="checkbox"/> Developing/enhancing evacuation plans, including alerts/warning, crisis communications, sheltering, and re-entry
EMF-5.7.1.11	<input checked="" type="checkbox"/> Developing/enhancing financial and administrative procedures for use before, during, and after disaster events in support of a comprehensive emergency management program
Note: Development or revision of any plan or Annex MUST include the conduct of at least a tabletop exercise of said plan, and does not count as one of the two items to be selected. All exercise activities should be reflected under the EXERCISE EMF (5.13.3).	
Performance Measure and Basis of Evaluation: Plan is developed, revised, updated, exercised and copy provided to OEM.	
Challenges/Risks: Plans being developed by contractor. Risk is contractor may not complete by end of year. Lack of buy in from stakeholders.	
Quarterly Activity	
1st Quarter Activity (10/1/09-12/31/09)	Expected Outcome:
	Results:
2nd Quarter Activity (1/1/10-3/31/10)	Expected Outcome: Updated EOP
	Results: Attached is draft document of proposed new format of EOP annexes and appendices and CEMP. Hazard Analysis is

	current - 2006. Evacuation Plan is in review after 2008 contracted background reports on Roles & Responsibilities, Alternate Transportation Routes, & Review of Parks facilities & reception area requirements (Attached).
3rd Quarter Activity (4/1/10-6/30/10)	Expected Outcome: Update hazard analysis according to update of Mitigation Plan; BEOP Promulgated
	Results:
4th Quarter Activity (7/1/10-9/30/10)	Expected Outcome: Gap Analysis will meet standards of procedure required.
	Results:

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EMF #: 5.9 – Public Education and Outreach

Objective: To provide emergency preparedness information and training to the general public. Develop a strong Public Information program across the state.

- EMF-5.9-1 ☒ Conduct 3 Map Your Neighborhood/72 hour preparedness trainings
 EMF-5.9-2 ☒ Distribution of Map Your Neighborhood brochures
 EMF-5.9-3 ☒ Participate and report public education and outreach events
 EMF-5.9.4 ☒ Inform OEM PIO of pending events.
 EMF-5.9.6 ☒ Conduct Amateur Radio (ARES), training, and equipment tests

Performance Measure and Basis of Evaluation: Verifying that the training is complete and useable in an actual emergency through exercises. Number of Emergency Preparedness presentations/outreach conducted.

HAM Radio exercises twice annually, three Fix It Fair participation, activities and events for EQ Preparedness Month, National Night Out and National Preparedness Month

Challenges/Risks: Motivating other agencies and local governments to participate in the training and education process. Lack of interest in emergency preparedness by general public.

Quarterly Activity

1st Quarter Activity (10/1/09-12/31/09)	Expected Outcome:
	Results:
2nd Quarter Activity (1/1/10-3/31/10) Fix it Fair 1-10; Brown Bag 1-28	Expected Outcome: Participate in last two of 3 Fix It Fairs, 2 Brown Bag lunches; 2 Fix It Fairs (Beyond 3 Days and Know Your Neighborhood), 2 school presentations, 4 interviews about Haiti and earthquakes, 2 Brown Bags (Family Plan and

Attachment A – Portland FY 2010 EMPG

	Sustainable Food).
	Results: Jan 9 th & Jan 30 th 2 sessions of Beyond 72 hours & 2 sessions of Know Your Neighborhood were presented at two different Fix-It-Fairs. One Brown Bag lunch on Emergency Kits and EM plans; 7 radio/tv interviews, 1 school presentation.
3rd Quarter Activity (4/1/10-6/30/10)	Expected Outcome: Participate in 2 Brown Bag lunches, EQ Preparedness Month activities/events, HAM radio exercise, Spring NET class complete
	Results:
4th Quarter Activity (7/1/10-9/30/10)	Expected Outcome: Business preparedness event, Preparedness Month activities/events, National Night Out
	Results:

Attachment A – Portland FY 2010 EMPG

Jurisdiction: City of Portland, Oregon

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EMF #: 5.12 – Training Program

Objective: To provide a comprehensive, all hazards training program to address the needs of local, state, federal, private sector, non-profit, and Tribal entities.

Required:

- EMF-5.12.1 ☒ EMPG funded personnel complete a minimum of 20 hours of emergency services related training
 EMF-5.12.2 ☒ EMPG funded personnel attend annual EMPG Workshop
 EMF-5.12.3 ☐ OPS Center training.

Select at least two:

EMF-5.12.4 Conduct or participate in training. Courses should be identified by name and involved staff in the appropriate quarter:

- EMF-5.12.4.1 ☒ AWR-160 WMD Awareness
 EMF-5.12.4.2 ☒ COOP and COG
 EMF-5.12.4.5 ☒ Emergency Management Conferences/Workshops
 EMF-5.12.4.6 ☒ EMI or NFA Courses
 EMF-5.12.4.7 ☒ EOC Courses
 EMF-5.12.4.10 ☒ ICS 100-400

Performance Measure and Basis of Evaluation: Minimum training requirements are met by EMPG funded staff:

We have been notified that OPS Center is not required training for the City of Portland.

Challenges/Risks: Training can be interrupted by actual events and weather. Personnel turnover makes tracking training requirements difficult.

Quarterly Activity

1st Quarter Activity (10/1/09-12/31/09)	Expected Outcome:
	Results:
2nd Quarter Activity (1/1/10-3/31/10) EMI 3/15-19	Expected Outcome: 1 EMPG staff and 1 POEM staff attend EMI course - EMAP. AWR 160 and ICS 100/700 scheduled to be taught.

	Results: AWR 160 for 911 center, 1 Feb.; IS 100/700 - 2 Classes for Bureau of Development Services, 15 & 29 March. Patty Rueter & Laureen Paulsen attended EMI for EMAP course March 15 - 19. Both took EMAP Manager and Larueen took EMAP Assessor.
3rd Quarter Activity (4/1/10-6/30/10) exact dates tba	Expected Outcome: 1 EMPG staff and 1 POEM staff attend EMI course - Advanced PIO. AWR 160, ICS 100 & 300 and ECC 101 scheduled to be taught.
	Results:
4th Quarter Activity (7/1/10-9/30/10) exact dates tba	Expected Outcome: AWR 160 and ICS 300 % 400 scheduled to be taught. Identified POEM staff to attend Emergency Management Conference. EMPG staff to attend EMPG workshop.
	Results:

Jurisdiction: City of Portland, Oregon

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EMF #: 5.13 - Exercise Program

Objective: Provide a robust and comprehensive all hazards exercise program to address the needs of local, state, federal, private sector, non-profit, and Tribal entities.

Required:

EMF-5.13.1 ☒ Develop and conduct either a functional or full scale exercise, as outlined in the State Four Year (FY 2010-2013) Exercise Plan.

EMF-5.13.2 ☒ Submit HSEEP Exercise After Action Reports and Improvement Plans within 60 days of exercise conduct to State ETO.

EMF-5.13.3 ☒ Conduct at least a tabletop exercise on newly developed or revised Plans and Annexes as outlined in EMF #5.7.1: Planning. Submit After Action Reports as outlined in EMF-5.13.2.
 List Plan(s) or Annex(es) to be exercised:
☒ FERC

Optional:

EMF-5.13.4 ☒ Document actual occurrences utilizing EMERS (FEMA Form 95-16). Submit report to State ETO within 60 days of end of incident.

Performance Measure and Basis of Evaluation: Develop, conduct, and evaluate exercises to test policies, plans, procedures, and equipment and to verify training. Evaluation based on HSEEP complaint After Action Reports and Improvement Plans. Actual Occurrences documented and reported.

Challenges/Risks: Actual event may cause cancellation of planned exercise. Exercise partners may have to withdraw from exercise participation.

Quarterly Activity

1st Quarter Activity (10/1/09-12/31/09)	Expected Outcome:
	Results:
2nd Quarter Activity (1/1/10-3/31/10)	Expected Outcome: Initial Planning conference and design team meetings will start for the damage assessment TTX and the FSE Dam Failure.

	Results: Initial Planning Conference was held 3-16 combining damage assessment into the FERC exercise construction.
3rd Quarter Activity (4/1/10-6/30/10) Dam Assess tba	Expected Outcome: Mid Planning Conference will take place, will start design of Communications TTX and Damage Assessment TTX will be exercised.
	Results:
4th Quarter Activity (7/1/10-9/30/10) TTX July 28 FSE Aug 11	Expected Outcome: Final Planning Conference - both Comm TTX and FSE Dam Failure exercise will be conducted. AAR will take place, AAR & IP will be written for the Damage Assessment TTX.
	Results: