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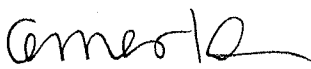
Sam Adams, Mayor  
Carmen Merlo, Director

1001 SW 5th Avenue/ Suite 650  
Portland, Oregon 97204  
Phone: 503-823-4375  
Fax: 503-823-3903  
TDD: 503-823-3947  
[www.portlandonline.com/oem](http://www.portlandonline.com/oem)

## CERTIFICATION of COMPLETION

We, the undersigned, do hereby certify that we have met the minimum requirements established in the City of Portland Emergency Management Performance Grant (EMPG) Yearly Work Plan for the 2010 Federal Fiscal Year.

\_\_\_\_\_  
Chief Executive Officer

  
\_\_\_\_\_  
Director, Portland Office of Emergency Management

\_\_\_\_\_  
Date

**ATTACHMENT A**

## Attachment A – Portland FY 2010 EMPG

Jurisdiction: City of Portland, Oregon
 Quarter: ☐ Annual Submission  
☐ First (due January 15<sup>th</sup>)  
☐ Second (due April 15<sup>th</sup>)  
☐ Third (due July 15<sup>th</sup>)  
☒ Fourth (due October 15<sup>th</sup>)

<b>EMF #: 5.4, 5.7 – Natural Hazard Mitigation Planning</b>	
<b>Objective:</b> 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.	
EMF-5.4.1 <input checked="" type="checkbox"/> Make the local NHMP accessible on the Internet.  Web link: <u>portlandonline.com/oem</u> NHMP date: <u>March - 2010</u>	
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.	
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.	
EMF-5.4.4 <input checked="" type="checkbox"/> Convene natural hazards committee at least twice a year for plan implementation and maintenance.	
<b>Performance Measure and Basis of Evaluation:</b> NHMP accessible on internet. FEMA NHMP Approved Plan in place. NHMP committee meets at least twice a year.	
<b>Challenges/Risks:</b> Plan revision is delayed. Actual occurrence could disrupt workload and planning process. <b>Reward to say:</b> Funding to implement mitigation measures is the challenge	
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

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<b>(1/1/10-3/31/10)</b> EMF5.4.1&5.4.4 exact dates tba	<b>Results:</b> 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.
<b>3rd Quarter Activity</b> <b>(4/1/10-6/30/10)</b> EMF5.4.2 exact date tba	<b>Expected Outcome:</b> Planning team members identify key actions that would meet funding criteria and meet with OEM  <b>Results:</b> Website being updated; no meeting held; plan being updated as a result of input from federal and state review; STMH#5 acquire LiDAR is being implemented with DOGAMI and the Landslide committee; STMH#8 Partnering with utilities through BPA helispot sighting for movement of utility schedulers in extreme circumstances; LTMH#1 Revision of Portlands Comp plan is in process through the involvement of POEM in the writing of the Human Health, Food and Public Safety chapter which highlights mitigation practices and adherence to Goal 7;
<b>4th Quarter Activity</b> <b>(7/1/10-9/30/10)</b> 5.4.3 & 5.4.4 exact date tba	<b>Expected Outcome:</b> 2 <sup>nd</sup> meeting with report out on implementation of actions  <b>Results:</b> revised plan will be completed end of October for submission to city council. Continuation of public outreach/involvement program requested.

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**EMF #: 5.7.1 - Planning****Objective: Developing, revising, or enhancing emergency management plans:****Required:**

- EMF-5.7.1.1 ☒ EOP current and promulgated within last 5 years (2006-2010)  
 Date:
- EMF-5.7.1.2 ☒ Hazard Analysis current and updated within last 5 years (2006-2010)  
 Date:
- EMF-5.7.1.3 ☒ Participate in GAP Analysis II

**Select at least two:**

- EMF-5.7.1.4 ☐ Emergency Management Assessment Program (EMAP) Self Assessment
- EMF-5.7.1.5 ☐ Disaster Housing Plan or strategy, to include:
- EMF-5.7.1.5.1 ☐ Identify by name and location those organizations and local agencies within your jurisdiction that have a role to play in providing emergency shelter and/or disaster housing, including agencies involved in issuing government permits or waivers that may be required.
- EMF-5.7.1.5.2 ☐ Provide a list and display on a map four geographically diverse locations around your jurisdiction that would make good staging areas for manufactured homes.
- EMF-5.7.1.6 ☐ Mass Commodities Distribution Plan or Logistics and Resource Management Plan, to include:
- EMF-5.7.1.6.1 ☐ Identify at least three (3) Community Points of Distribution (C-PODS) to include latitude and longitude of each location
- EMF-5.7.1.7 ☐ Developing/enhancing comprehensive emergency management plans
- EMF-5.7.1.8 ☐ Developing/enhancing large-scale and catastrophic event incident plans
- EMF-5.7.1.9 ☐ Developing/enhancing COOP/COG plans
- EMF-5.7.1.10 ☒ Developing/enhancing evacuation plans, including alerts/warning, crisis communications, sheltering, and re-entry
- EMF-5.7.1.11 ☒ Developing/enhancing financial and administrative procedures for use before, during, and after disaster events in support of a comprehensive emergency management program
- EMF-5.7.1.12 ☐ Developing/enhancing emergency management and operations plans to integrate citizen/volunteer and other non-governmental organization resources and participation

**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**

## Attachment A – Portland FY 2010 EMPG

<b>items to be selected. All exercise activities should be reflected under the EXERCISE EMF (5.13.3).</b>	
<b>Performance Measure and Basis of Evaluation:</b> Plan is developed, revised, updated, exercised and copy provided to OEM.	
<b>Challenges/Risks:</b> Plans being developed by contractor. Risk is contractor may not complete by end of year. Lack of buy in from stakeholders.	
Quarterly Activity	
<b>1st Quarter Activity (10/1/09-12/31/09)</b>	<b>Expected Outcome:</b>
	<b>Results:</b>
<b>2nd Quarter Activity (1/1/10-3/31/10)</b>	<b>Expected Outcome:</b> Updated EOP
	<b>Results:</b> 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).
<b>3rd Quarter Activity (4/1/10-6/30/10)</b>	<b>Expected Outcome:</b> Update hazard analysis according to update of Mitigation Plan; BEOP Promulgated
	<b>Results:</b> BEOP being revised; Mitigation plan being revised; Hazard Vulnerability Analysis review needed for update as a part of the Mitigation Plan;
<b>4th Quarter Activity (7/1/10-9/30/10)</b>	<b>Expected Outcome:</b> Gap Analysis will meet standards of procedure required.
	<b>Results:</b> GAP analysis completed with references made to Multnomah County analysis. BEOP input from bureaus due 10-15-10

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**EMF #: 5.9, 5.14 – 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-5.9.5 ☐ Increased coordination with nonprofit, NGO's and private sector
- EMF-5.9.6 ☒ Conduct Amateur Radio (ARES), training, and equipment tests
- EMF-5.9.7 ☐ Participate in Earthquake, Tsunami and Volcano preparedness events

**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	
<b>1<sup>st</sup> Quarter Activity (10/1/09-12/31/09)</b>	<b>Expected Outcome:</b> Participate in first of 3 Fix It Fairs, conduct NET/ARES HAM radio exercise, community outreach presentations. Fall NET Class complete.
	<b>Results:</b> 11 Major outreach events including a Fix It Fair (Beyond 3 Days and Know Your Neighborhood presented), 6 30-min radio shows, a Winter Preparedness Brown Bag luncheon to city employees and a training to 100 faith based educators. NET and ARES conducted their inaugural HAM radio exercise from all 31 Portland Fire Stations.
<b>2<sup>nd</sup> Quarter Activity (1/1/10-3/31/10) Fix it Fair 1-10; Brown Bag 1-28</b>	<b>Expected Outcome:</b> 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 Sustainable Food).
	<b>Results:</b> Jan 9 <sup>th</sup> & Jan 30 <sup>th</sup> 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.
<b>3<sup>rd</sup> Quarter Activity (4/1/10-6/30/10)</b>	<b>Expected Outcome:</b> Participate in 2 Brown Bag lunches, EQ Preparedness Month activities/events, HAM radio exercise, Spring NET class complete
	<b>Results:</b> HAM Radio exercise cancelled, there will be an Amateur radio day deployment training in September & exercise in October.; June 14 public involvement for POEM - Multnomah Village; Spring Net training April 3,10,14,17 & 21; EQ Brown Bag - 4/19; ONI NBHD & OEM NET recognition May 13; NET activated for Rose festival parades 6/5 & 6/10; NET Communication planning meeting June 1 & 10;
<b>4<sup>th</sup> Quarter Activity (7/1/10-9/30/10)</b>	<b>Expected Outcome:</b> Business preparedness event, Preparedness Month activities/events, National Night Out
	<b>Results:</b> No business preparedness sessions were held. Public display at the Portland Building on Preparedness month; participated in presentations in National Night Out ceremonies.

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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-5.12.4.3 ☐ Disaster Response and/or Recovery  
 EMF-5.12.4.4 ☐ EMAC  
 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-5.12.4.8 ☐ FEMA Independent Study Program  
 EMF-5.12.4.9 ☐ Hazard Mitigation Courses  
 EMF-5.12.4.10 ☒ ICS 100-400  
 EMF-5.12.4.11 ☐ ICS Position Specific Courses  
 EMF-5.12.4.12 ☐ ODP Consortium Courses  
 EMF-5.12.4.13 ☐ Other:

**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:** Personnel turnover. Training can be interrupted by actual events and weather.

Personnel turnover makes tracking training requirements difficult.



Quarterly Activity	
<b>1st Quarter Activity</b> <b>(10/1/09-12/31/09)</b>	<b>Expected Outcome:</b>
	<b>Results:</b>
<b>2nd Quarter Activity</b> <b>(1/1/10-3/31/10)</b> EMI 3/15-19	<b>Expected Outcome:</b> 1 EMPG staff and 1 POEM staff attend EMI course - EMAP. AWR 160 and ICS 100/700 scheduled to be taught.
	<b>Results:</b> 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.
<b>3rd Quarter Activity</b> <b>(4/1/10-6/30/10)</b> exact dates tba	<b>Expected Outcome:</b> 1 EMPG staff and 1 POEM staff attend EMI course - Advanced PIO. AWR 160, ICS 100 & 300 and ECC 101 scheduled to be taught.
	<b>Results:</b> Patty Hopkins and Keith Berkery attended the Advanced PIO class at EMO May 10-13; EOC 101 taught April 6; ICS 300 - April 20-21; ICS 400 - pril 27-28; AWR160-June 1 Patty Rueter became a certified public involvement specialist.
<b>4th Quarter Activity</b> <b>(7/1/10-9/30/10)</b> exact dates tba	<b>Expected Outcome:</b> AWR 160 and ICS 300 & 400 scheduled to be taught. Identified POEM staff to attend Emergency Management Conference. EMPG staff to attend EMPG workshop.
	<b>Results:</b> AWR 160. 300 & 400 classes taught (.300 -Sept 7 - 8 and 400 - Sept 14-15). Hopkins attended Oregon Emergency management Conference, Both Hopkins and Rueter attended EMPG workshop. Hopkins and Rueter completed 700 series.

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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

☐ None being done this FY

**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	
<b>1st Quarter Activity</b> (10/1/09-12/31/09)	<b>Expected Outcome:</b>
	<b>Results:</b>
<b>2nd Quarter Activity</b> (1/1/10-3/31/10)	<b>Expected Outcome:</b> Initial Planning conference and design team meetings will start for the damage assessment TTX and the FSE Dam Failure.
	<b>Results:</b> Initial Planning Conference was held 3-16 combining damage assessment into the FERC exercise construction.
<b>3rd Quarter Activity</b> (4/1/10-6/30/10) Dam Assess tba	<b>Expected Outcome:</b> Mid Planning Conference will take place, will start design of Communications TTX and Damage Assessment TTX will be exercised.
	<b>Results:</b> Mid Planning Conference held May 18; Damage Assessment ex will be held July 14; Communications TTX discussion point are completed.
<b>4th Quarter Activity</b> (7/1/10-9/30/10) TTX July 28 FSE Aug 11	<b>Expected Outcome:</b> 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.
	<b>Results:</b> AARs for FSE Dam Failure & Comm TTX attached. Both are a part of the FERC AAR report.