



## Staff Report

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**File #:** 17-623

**Version:** 1

**Date:** 1/22/2018

**Item #:** 3.3b.

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**TO:** Mayor and City Council

**THROUGH:** Steve Powers, City Manager

**FROM:** Mike Niblock, Fire Chief

**SUBJECT:**

Federal Emergency Management Agency's Performance Grant

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**ISSUE:**

Shall City Council authorize the City Manager to accept and execute all documents for the Federal Emergency Management Agency's Performance Grant to support the City's emergency management program for FY 17/18?

**RECOMMENDATION:**

Authorize the City Manager to accept and execute all documents for the Federal Emergency Management Agency's Performance Grant to support the City's emergency management program for FY 17/18.

**SUMMARY AND BACKGROUND:**

The Federal Emergency Management Agency (FEMA) provides Emergency Management Performance Grant (EMPG) funds to states to support state and local emergency management planning activities.

This is the ninth consecutive year that the City of Salem has participated in this grant. The City of Salem will receive \$121,423 in support for the emergency management program for fiscal year 17/18. Approximately 50% of the City's emergency management program is supported through these FEMA pass through funds.

With the receipt of the prior grant funds, the City of Salem has made significant improvements to our program including increased emergency management planning, additional training sessions and expanded exercises.

## FACTS AND FINDINGS:

EMPG funds can be used to support up to 50 percent of the cost of the local emergency management effort. This equates to up to \$121,423 in financial support for the City of Salem's annual emergency management program budget of \$242,846. Under the terms of the grant, the City has a 50% cash match requirement equating to \$121,423.

Since this is a performance based grant, the City must commit to conducting certain activities in support of its disaster preparedness and response efforts. The City must also continue to maintain certain eligibility requirements and meet certain reporting requirements. These requirements include:

1. Conducting staff training
2. Conducting disaster response exercises in accordance with the previously submitted Multi-Year Training and Exercise Plan
3. Emergency management plan development and improvement
4. Hazard mitigation planning
5. Response and recovery plan development and improvement
6. Submit quarterly reports to OEM detailing the City's progress on its EMPG Annual Work Plan.
7. Maintain a dedicated full-time Emergency Manager.
8. Maintain NIMS compliance.

These activities and requirements are currently within the scope of the emergency management program and have been so for many years. This grant funding continues to maintain our level of readiness and resilience.

The Agreement is substantially similar to the terms of the FY 16/17 grant agreement. The most substantive change is in the indemnity provisions, with the City now being required to indemnify OEM to the extent authorized by law. The indemnity provision is similar to other recent OEM grant agreements between OEM and the City.

The Agreement also includes additional provisions requested by the City for terminating the agreement if there are insufficient funding or staffing levels for the City to meet its obligations. The Grant Agreement allows for modification by mutual agreement of the parties.

The term for the grant funds is July 1, 2017 through June 30, 2018. The required performance grant documents provided by the Oregon Office of Emergency Management (Attachment 1) were received by the City in December of 2017, after some delay at the state level. The term of the agreement will allow the City to request reimbursement for program costs back to July 1, 2017.

The City Manager may execute amendments to the Agreement if:

- a. The amendments do not substantially expand the City's obligations;
- b. The amendments do not broaden the scope of the Agreement to other subject matters.
- c. The amendments do not increase the City's financial obligations; and,

- d. The amendments may extend the term or renew the Agreement so long as any other changes to the Agreement do not substantially expand the City's obligations.

MIKE NIBLOCK  
FIRE CHIEF

Attachments:

1. Emergency Management Performance Grant No. 17-542