

General Government Services – Emergency Management Co-ordination

Service Description

Emergency Management Co-ordination is the activity undertaken before, during and after a disaster or significant emergency incident to reduce the risk and impact to the life and health of the County of Essex residents, environment and property. This is achieved through a comprehensive Emergency Management Program that includes but is not limited to a Hazard Identification and Risk Analysis (HIRA) which is the starting of any program, along with an annual update of the County of Essex Emergency Management Plan, including associated hazard specific plans contained in its annexes.

Responsibilities under this program include Prevention & Mitigation of Hazards and Risks, Preparedness & Planning, Response and Recovery, which are the pillars of Emergency Management. These activities are never completed by a single agency or entity, but are achieved through strong partnership relationships with the Community Emergency Management Coordinators (CEMC's) of the 9 local Municipalities, Provincial and National Governments, Emergency Response Professionals in EMS, Fire, Police and Public Works Services, International Cross Border Partners, Private Enterprise Entities, Non-Government Organizations (NGO's) and the participation of the general public.

Staffing Chart

Staffing	2015	2016	2017	2018	2015 Actual (\$000)	2016 Actual (\$000)	2017 Budget (\$000)	2017 Actual (\$000)	2018 Budget (\$000)
Full-Time	1	1	1	1	62	69	69	69	70
Part-Time*	4	4	4	4	8	14	16	15	16
Total	5	5	5	5	70	83	85	85	86

*includes annual fees paid to the County Fire Coordinator and 2 Deputy Fire Coordinators as part of the Fire Mutual Aid Agreements and by requirement of the Ontario Fire Marshall.

Prior Year Performance

The results for 2017 are expected to be on budget. Operational savings in the cost of the Internal Notification system (Everbridge) were offset by small operational variances. Cost to upgrade WebEOC software will be funded by reserve, as budgeted.

Proposed Budget – Current Year

The proposed budget for 2018 is \$192,560 which represents a nominal increase from the prior year. Operational savings related to the implementation and maintenance of a Staff Alerting

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and Situational Awareness System (Everbridge) were partially offset by other operational variances.

The Everbridge system is designed to alert internal staff to a variety of situations including inclement weather warnings, security threats or evacuations/shelter in place, and could include pictures from active scenes. In addition, the system may be used as an urgent call-in or up-staffing tool for Infrastructure Services / Sun Parlor Home / EMS. The system was used successfully in 2017 before the annual regional exercise, to alert the County of Essex Community Control Group (CCG) to deploy to the Emergency Operation Centre (EOC) and will be further tested and utilized regularly in 2018 to ensure staff roles and system functionality.

Continued utilization of the WebEOC software is uncertain, however annual support costs have been included in the 2018 Budget to allow for transition to another system, if necessary. Currently, Web EOC is used locally in several EOC operations and jointly financed with Windsor Fire & Rescue and the University of Windsor.

Minor adjustments were made in training, seminars, memberships, subscriptions and mileage, and are associated with the Co-ordinator's involvement with regional and provincial committees, as well as efforts to increase interoperability in regional communications capabilities, through increasing local EOC and amateur radio network system capacity.

Continued development and training for frontline staff, department managers, Community Emergency Management Coordinators (CEMC's), and regional partners will focus on basic emergency management (BEM), incident management / incident command systems (IMS/ICS) and scribe/note taking courses both in class and online in preparation for regional drills, exercises or actual events that are planned for later in the 2018. Enhanced training will ensure that staff and partners are prepared to fulfil their roles in incident management, EOC operations, documentation and record keeping, to resolve, mitigate and recover from the impact of identified disaster or emergency incidents.

The budget includes a summer student who will assist with support to regional CEMC's, emergency management and business continuity coordination, emergency plans, Hazard Identification Risk Assessment (HIRA) updates, drills, education, awareness and training. The student will assist both the Town of Amherstburg and the County of Essex with public education, awareness on the up-dates to Nuclear Response Planning, in accordance with the Provincial Nuclear Emergency Response Plan mandate. The summer student will have the opportunity to assist any municipality with emergency management and business continuity program up-dates, including but not limited to programs in public and staff alerting/notification systems, situational awareness, education and preparedness programs.

Discussions with various stakeholders have taken place to research the possibility developing and implementing two programs in the region. The first would occur during emergency preparedness week in May 2018 for both elementary and high school students to prepare students for emergencies through a hands on program of awareness. The second program would train volunteers to respond and assist neighbours and those affected by a disaster or emergency incident in their own community, through being a member of the County of Essex Community Emergency Response Volunteer (CERV) Team. Nominal increases were included in the 2018 Budget to advance these initiatives and increase public awareness.

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The County of Essex Emergency Management Coordination Department will continue to co-ordinate the development and improvement of disaster resilient communities while maintaining a high level of due diligence in risk management, operations continuity and protection of all residents and businesses in the Essex-Windsor region through a comprehensive Emergency Management Program.