

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR ROGERS AND CITY COUNCIL  
FROM: BRITTANY MILLER, DEPUTY EMERGENCY PREPAREDNESS  
COORDINATOR  
SUBJECT: SANTA ROSA FIRE DEPARTMENT  
ADOPTION OF EMERGENCY OPERATIONS PLAN

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Fire Department that the Council, by resolution, adopt the Santa Rosa Emergency Operations Plan.

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EXECUTIVE SUMMARY

Emergency Management is seeking Council's review and approval of the 2022 update to the Emergency Operations Plan (EOP).

The EOP is a high-level document that outlines the roles and responsibilities of the City and its respective Departments during an emergency. The EOP is considered an all-hazards document, meaning that the plan applies to all potential emergencies, with further details set forth for some specific hazards in hazard-specific annexes setting forth additional or alternative procedures or tasks.

The EOP is updated every 5-years to keep the City's emergency plans current and to align with national best practices. For the 2017 edition of the plan, a consultant was hired to complete the project. This edition was updated internally and included input from residents and stakeholders throughout the city.

BACKGROUND

City EOP Planning Team was formed in March 2022 to review and update the 2017 Basic Plan and each Annex. The major changes made since 2017 are found on page 34 of the EOP Basic Plan.

EOP Advisory Council was formed on August 10, 2022 and included representatives from a pool of community leaders provided by the Office of Community Engagement.

## ADOPTION OF LOCAL HAZARD MITIGATION PLAN

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Extensive outreach via social media was conducted by the Communications and Intergovernmental Relations Office, to include a public “Lets Connect” webpage that contained the full EOP and the opportunity to complete a public comment survey.

Two Public Meetings were held. One in person on September 12, 2022 and the second virtual via Zoom on September 14, 2022.

EOP Advisory Council reviewed all public comments received and recommended how those comments might be incorporated into the final version of the EOP.

### PRIOR CITY COUNCIL REVIEW

Not applicable.

### ANALYSIS

The EOP is comprised of a Basic Plan, and 8-total annexes (3 Functional, 5 Hazard-Specific)

#### EOP Basic Plan

- Mass Care & Shelter Annex (Annex A)
- Alert & Warning Annex (Annex B)
- Damage Assessment Annex (Annex C)
- Earthquake Annex (Annex D)
- Wildfire Annex (Annex E)
- Storm Annex (Annex F)
- Terror / Active Shooter (Annex G)
- Public Safety Power Shutoff (PSPS) Annex (Annex H)

### PUBLIC OUTREACH

This year, the plan update included elements of Senate Bill -160 – Emergency Preparedness Cultural Competency which states:

*“A county, including a city and county, shall, upon the next update to its emergency plan, integrate cultural competence into its emergency plan by addressing, at a minimum, how culturally diverse communities within its jurisdiction are served.....”*

This bill does NOT require cities to adhere to this requirement, but Emergency Management determined it was important to undertake this process at this time to ensure that all of our community is well served. . The County already published its updated EOP addressing SB-160. Voluntarily following SB-160 requirements, the City hosted 2-public meetings (one in-person and one virtual), hosted a public webpage that made the final draft EOP and Annexes available in English and Spanish to solicit feedback, and formed an EOP Advisory Council to review all public comment and determine how it should be included in the EOP.

PLAN IMPLEMENTATION AND MAINTENANCE

Per best practices the Emergency Operations Plan is updated every five (5) years.

FISCAL IMPACT

The adoption of the Santa Rosa Emergency Operations Plan has no fiscal impact.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guidelines Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

The EOP Planning Team and EOP Advisory Council will be notified of this council presentation.

ATTACHMENTS

- Resolution / Exhibit A - City of Santa Rosa Emergency Operations Plan

CONTACT

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