Portland Bureau of Emergency Management

Management Data

Commissioner in Charge: Sam Adams Bureau Director: Carmen Merlo

Website: www.portlandoregon.gov/bem

Administration: 3.8%

M/W/ESB Contract: 76.3% Prime & 23.7% Sub

Workforce Data

Minorities: 18.8% Female: 56.0%

Non-Represented: 89.4%

Span of Control: 3.5 positions per supervisor

Management Layers: 1 to 3

Resource and FTE Summary

	FY 2011-12	FY 2012-13	FY 2012-13	FY 2012-13	FY 2012-13
	Adopted	Base	Reductions	Add Packages	Requested
GF Ongoing	\$ 671,186	\$ 706,854	(\$56,548)	\$0	\$650,306
GF Overhead	1,081,541	1,087,955	0	0	1,087,955
Grant Revenue	7,965,781	7,393,914	0	0	7,393,914
Other Revenues	17,000	0	0	0	0
Total Revenues	\$ 9,735,508	\$9,188,723	(\$56,548)	\$ 0	\$9,132,175
FTE	18.73	16.00	0.00	0.00	16.00

Bureau Overview and Significant Issues

The Portland Bureau of Emergency Management works behind the scenes, before, during and after emergencies to minimize impacts on the community. Our work depends upon relationships with others in government, the private sector, and the wider community to promote risk reduction, readiness, response, and recovery. Our goal is a resilient community that can withstand all hazards, adapt quickly to disruptions, and return to normal activities as soon as possible.

The mission of the Portland Bureau of Emergency Management is to coordinate emergency preparedness response and recovery to protect lives, property and the environment. Our vision is a resilient community.

At the request of the Director, an audit of the emergency management program was completed in May 2010 that included seven recommendations:

- Review and document the governance structure, roles and responsibilities, and operating principles for the City's emergency management program, including PBEM and bureau advisory committees.
- Complete a citywide risk assessment that includes an evaluation of threats, vulnerabilities, and internal weaknesses. Based on the risk assessment, complete a strategic plan to define emergency management goals.
- Define the scope of the City's emergency planning, and document the process for plan development, approval, and review.
- Document and implement a needs-based training and exercise program.
- Define the strategy for public education.
- Develop policies for clear and consistent use of emergency public information tools.
- Complete and implement the Emergency Coordination Center operating procedures.

Currently, PBEM has implemented, or is in the process of implementing, all seven recommendations.

PERFORMANCE DASHBOARD

NET Program

The NET program trains community volunteers to respond to emergencies

Number of NET volunteers trained in 2012-13 (goal: 70)

Number of Advanced NET Volunteers trained in 2012-13 (goal: 40)

City Employees Trained in Emergency Response

PBEM coordinates citywide emergency preparedness and response

Number of City employees trained annually (non-public safety goal: 100/ total city employees goal: 200)

Number of PBEM emergency response trainings & exercises (goal: 3)

Operating and Capital Requirements

	FY 2010-11	FY 2011-12	FY 2012-13	FY 2012-13	FY 2013-14
	Actuals	Adopted	Base	Request	Estimate
Operating - Base	\$6,560,447	\$ 9,735,508	\$ 9,188,723	\$9,132,175	\$2,017,627
Total	\$6,560,447	\$ 9,735,508	\$ 9,188,723	\$9,132,175	\$2,017,627

Overview of Major Projects and Initiatives

Emergency Coordination Center (ECC) – The ECC pulls together people and resources to handle emergencies outside the ability of single agencies. It becomes the central location to coordinate disaster response and recovery efforts and it serves several important functions: Collect, monitor, and distribute damage information and assess impacts; Develop overall strategies and policies in support of emergency response and recovery efforts; Coordinate the allocation and management of resources based on incident priorities; Document all communications, decisions, activities, and the deployment and tracking of resources and Provide coordinated information to the media and general public. Bids were closed December 2011 and six bids were received – all under the project's construction estimate. Construction is expected to being spring 2012.

West side emergency operations center – The city is vulnerable to several seismic hazards that would inhibit the city's ability to provide timely and effective emergency response capabilities on both sides of the Willamette River should the integrity of the bridges be compromised. Because of Portland's vulnerability to a seismic hazard, the city has a compelling public safety need for a west side operations center. PBEM is coordinating efforts to secure a west side operations center and is currently pursuing the reuse of the Jerome Sears Army Reserve Center in SW Portland on behalf of PBOT, the Water Bureau, and CityFleet.