



PORTLAND BUREAU OF EMERGENCY MANAGEMENT

Steve Novick, Commissioner-in-Charge • Carmen Merlo, Director
9911 SE Bush Street, Portland, OR, 97266-2562
(503) 823-4375 • Fax (503) 823-3903 • TDD (503) 823-3947

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FY 2015-16 BUDGET ADVISORY COMMITTEE SUMMARY REPORT

The Portland Bureau of Emergency Management Budget Advisory Committee (BAC) convened on January 7, 2015 and again on January 22, 2015. A third meeting is currently being scheduled. BAC members include:

PBEM: Carmen Merlo, Director
David Blitzer, Operations Manager
Dan Douthit, Public Information Officer
Jonna Papaefthimiou, Planning & Preparedness Manager
Shelli Tompkins, Senior Management Analyst

Community Members: Laura Hall
Jessica Kemmis

City Budget Office: Christy Owen, Senior Financial Analyst

PBEM staff reviewed the goals, purpose and roles and responsibilities of the BAC. Jonna spoke about PBEM's interest in convening a year-round Strategic Advisory Committee that will directly inform bureau priorities, strategies, and budget. Noted benefits of a year-round advisory committee would be to ensure the City's emergency management programs are focused and effective, anticipate new risks and opportunities, and serve the whole community. Recruitment efforts to date have yielded mixed results and additional outreach to targeted groups will continue. BAC community members agreed to assist with recruitment efforts.

PBEM staff provided an overview of PBEM's organizational structure, strategic plan, and bureau programs (Emergency Coordination Center/Emergency Operations, Neighborhood Emergency Team, Planning, Exercise & Training, Public Information and Community Outreach, Grants & Finance) and services (Community Emergency Notification System, Basic Earthquake Emergency Communication Node). Carmen described PBEM's role as a coordination bureau and used recent winter weather and boil water events to document PBEM's coordination with other city bureaus, county and regional partners. BAC members asked about the emergency response plan development process. Jonna described the independent research, stakeholder engagement and plan vetting process as well as the importance of testing, exercising and regularly updating the plans.

Staff additionally reviewed the budget development process for FY 2015-16, the Mayor's budget guidance and funding priorities for the upcoming year and the Budget Equity Tool.

Shelli explained the bureau's general and federal fund revenue sources and Interagency Agreements.

The BAC reviewed the four proposed one-time decision packages (ADA upgrades to the Sears facility, seismic assessment of city-owned facilities and two limited term positions to assist with continuity planning of essential city services and supporting community resilience). BAC members reached consensus on the prioritization of decision packages.

Carmen provided an overview of the federal grants that help support personnel and bureau operating expenses (Urban Areas Security Initiative, Emergency Management Performance Grant, Pre-Disaster Mitigation, State Homeland Security and Hazard Mitigation Grant Programs). Jonna discussed the PDM-funded Natural Hazard Mitigation Plan update. Community members asked about the HMGP-funded project with Clean Energy Works on residential seismic strengthening. Carmen discussed the Unreinforced Masonry (URM) Seismic Retrofit Project and David discussed the solicitation for a new Community Emergency Notification System.

Jonna reviewed the bureau's Performance Measures and Key Performance Indicators and some of the challenges with these measures:

- Percentage of bureaus with updated COOP plans that meets or exceeds FEMA standard
- Percentage of current capitol projects that include hazard mitigation or seismic strengthening as a goal
- Percentage of employees in buildings which meet today's seismic standards
- Percentage of neighborhoods with an active Neighborhood Emergency Team
- Percent of residents who have at least 1 week of emergency supplies at home

Carmen provided a quick review of the draft Budget Equity Tool and asked for BAC members' input/feedback. BAC members were asked to attend the bureau's presentation to Council and both expressed willingness to attend.

BAC community members asked to convene another meeting prior to the Council work session and PBEM agreed to convene a meeting once the schedule of presentations was released by CBO.