

Fund
GENERAL

Department:
FIRE

Division:
EMERGENCY MANAGEMENT

Division No.: **40161**

MISSION:

The mission of the Emergency Management Services (EMS) Division is to prepare and coordinate actions to minimize loss of life and property damage caused by natural and man-made disasters, terrorism and nuclear incidents.

SERVICES:

The Emergency Management Services Division provides the four phases of disaster management: Preparedness, Mitigation, Response and Recovery. The Carbondale Emergency Operations Plan is the guiding document for all phases of disaster management.

SIGNIFICANT GOALS AND OBJECTIVES:

GOAL:

A. Improve the City's emergency and disaster mitigation efforts

Objective:

1. Increase awareness of mitigation as the best way to reduce the impact of hazards

Strategies:

- a. Provide outreach programming to the community on simple mitigation measures
- b. Make presentations to community groups and organizations on what mitigation can do for them
- c. Assist local governmental entities with mitigation programs they have identified

Objective:

2. Enhance the mitigation efforts of the City to better assist citizens in times of disaster

Strategies:

- a. Review annually potential hazards and the City's capability to respond to them

- b. Focus on threats which will impair local governments' abilities to function

- c. Undertake mitigation efforts to deal with those threats

GOAL:

B. Continue and improve community protection and awareness regarding emergency situations

Objective:

1. Enhance community safety during times of adverse weather or other potential disasters

Strategies:

- a. Review and update City Emergency Operations Plan
- b. Activate Emergency Operations Center whenever potential emergency situations exist

Objective:

2. Enhance the process of disseminating information to the public

Strategies:

- a. Use the *Carbondale Communiqué* to communicate preparedness information
- b. Present public education and hazard awareness campaigns quarterly
- c. Use the City Vision 16 cable channel to disseminate public service announcements
- d. Broadcast mitigation and preparedness messages on Carbondale Information Radio AM 1620

Objective:

3. Continue Contamination Monitoring and Control Program

Strategies:

- a. Assist Fire Department in meeting all requirements of and training for the Radiological Defense Program
- b. Support scheduled testing and update of all radiological monitoring devices/equipment

GOAL:

C. Improve the City's ability to respond to emergencies and decrease the time required to restore the community to its normal state

Objective:

1. Support emergency authorities and management in times of disaster

Strategies:

- a. Submit required reports and documents to Illinois Emergency Management Agency
- b. Update critical personnel, equipment and inventory list annually
- c. Identify emergency operating funds
- d. Schedule and conduct training for City staff

Objective:

2. Enhance warning and communication capabilities

Strategies:

- a. Continue to maintain, test and update communication equipment on a scheduled basis
- b. Continue to maintain, test and update population warning equipment on a scheduled basis
- c. Continue upgrade of Emergency Operation Program with purchase of new equipment

GOAL:

- D. Enhance the community's ability to recover from disasters in a short period of time

Objective:

1. Establish strategies to facilitate the transition from immediate "response" issues to the "recovery" phase

Strategies:

- a. Improve intergovernmental coordination and communication by interacting with state and federal response agencies including the Illinois and Federal Emergency Management Agencies
- b. Increase ability to cope with "people problems" in disasters through training
- c. Coordinate implementation of building damage assessment policies that allow for the quick removal of dangerous property
- d. Develop implementation policies for federal and state disaster assistance programs

Objective:

2. Enhance the capacity for the community to handle physical, social, economic and environmental "healing" after a disaster

Strategies:

- a. Anticipate economic and societal problems that will occur in times of disaster
- b. Coordinate with the local Chamber of Commerce and businesses to aid recovery
- c. Include mitigation opportunities in recovery/rebuilding planning
- d. Coordinate implementation of the Map your Neighborhood Program

PROGRAM HIGHLIGHTS:

In FY 2014, Emergency Management Services (EMS) installed a new outdoor warning siren on Vercliff Road. The addition of this siren provides adequate coverage for areas annexed into the City limits on South Giant City Road and surrounding areas

In FY 2014, EMS installed a new National Weather Service satellite system. This system provides real time information directly from the National Weather Service.

During FY 2014, EMS staff worked on the design and implementation of the new Emergency Operations Center (EOC) in the newly constructed fire station.

In FY 2014, EMS staff conducted a functional exercise with Memorial Hospital of Carbondale.

Also in FY 2014, EMS staff completed the reband updates to the Starcom radios. This update provides improved communication with other agencies across the entire state which will prove to be an invaluable communications resource in the event of a disaster.

In FY 2014, the City of Carbondale continued to implement the National Incident Management System (NIMS). The NIMS provides a consistent approach for Federal, State, and local governments to work effectively together to prepare for and respond to disasters by standardizing management processes, protocols, and procedures.

In FY 2014, EMS regular and volunteer staff attended training courses offered by the Illinois Emergency Management Agency, the National Weather Service and

In FY 2014, EMS continued working with Carbondale Elementary School District No. 95, Carbondale High School District No. 165, Crab Orchard National Wildlife Refuge, Southern Illinois Airport, and Memorial Hospital of Carbondale in re-evaluating their disaster plans.

During FY 2014, EMS staff participated in public information talks and displays. These included presentations and displays at the Senior Fair, Senior Adult Services, and various schools.

In FY 2014, EMS maintained and updated the City's Emergency Operations Plan for the Illinois Emergency Management Agency. This plan is used in the event of a disaster.

In FY 2014, EMS maintained accreditation as a Storm Ready Community certified by the National Weather Service. Storm Ready helps community leaders and emergency managers strengthen local severe weather operations.

In FY 2014, the emergency Operations Center (EOC) will move to the newly constructed Fire Station 2. This new location provides additional space and technology to better enhance communications in the event of an emergency.

In FY 2014, EMS staff participated in Capstone 14 Workshops to prepare for the FY 2015 Central United States Earthquake Consortium, Capstone 14 is a three-year, multi-state scope of planning and preparedness activities culminating in a major, multi-state earthquake exercise.

In FY 2015, EMS staff will continue to provide and attend training courses for regular and volunteer staff as offered by the Illinois Emergency Management Agency, National Weather Service and Federal Emergency Management Agency.

During FY 2015, EMS staff will continue to work with area agencies to conduct disaster drills.

In FY 2015, EMS will continue providing NIMS basic training for newly hired employees and advanced level training for middle management and command staff.

In FY 2015, EMS and City staff will continue to review all areas of the City for adequate coverage.

PERFORMANCE MEASUREMENTS:

Performance Measurements	Division Goal/ Objective	Actual FY 2013	Authorized Budget FY 2014	Estimated Actual FY 2014	Budget FY 2015
Exercises and Drills Conducted	C-1/C-2	5	4	10	5
Education and Outreach Programs	B-2/C-1	9	9	9	9
Training Sessions for Volunteer Staff	C-2	4	9	4	6
Emergency Operations Center Activations	B-1	12	20	12	18
Hazard Mitigation Meetings for Governmental Units & Utilities	A-1/A-2/ D-1	6	12	15	12

NUMBER OF FULL-TIME EQUIVALENT EMPLOYEES:

POSITION TITLE	ACTUAL FY 2013	AUTHORIZED BUDGET FY 2014	ESTIMATED ACTUAL FY 2014	BUDGET FY 2015	\$ AMOUNT BUDGET FY 2015
Coordinator	0.50	0.50	0.50	0.50	\$29,075
Assistant Coordinator	0.04	0.04	0.04	0.0	\$0
TOTAL	0.54	0.54	0.54	0.50	\$29,075

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EXPENDITURE CLASSIFICATION	AUTHORIZED		ESTIMATED	
	ACTUAL FY2013	BUDGET FY2014	ACTUAL FY2014	BUDGET FY2015
PERSONAL SERVICES				
100 Employee Salary and Wages	22,747	28,501	28,501	29,075
102 Accrued Vacation Leave	0	0	0	0
110 Employee Overtime	2,855	6,256	3,745	6,288
130 Employee Health Ins. Benefits	5,981	3,339	3,236	3,367
131 Employee Retirement Benefits	324	14,526	14,507	14,953
150 Special Contractual Benefits	400	425	413	425
TOTAL PERSONAL SERVICES	32,307	53,047	50,402	54,108
DIRECT OPERATING CHARGES & SERVICES				
220 Communications-Telephone	2,524	3,345	2,862	2,940
222 Communications-Postage	10	20	15	20
230 Utilities-Electric	1,005	1,335	961	1,140
240 Travel, Conferences, Training	0	516	516	1,015
250 Repairs & Maint.-Equip.	618	1,500	1,500	1,500
260 Rental Charges	6,246	6,434	6,434	6,627
272 Office Supplies	486	643	643	600
273 Operating Supplies & Materials	715	1,379	1,379	2,069
275 Motor Fuels and Lubricants	0	653	100	604
280 Subscriptions and Memberships	212	213	213	213
299 Operating Equipment	3,758	0	0	0
TOTAL DIR. OPER. CHRGS. & SRVCS.	15,574	16,038	14,623	16,728
SERVICES AND CHARGES TRANSFERRED IN				
311 Vehicle & Equipment-Parts	37	1,000	700	1,000
TOTAL SRVCS. & CHRGS. TRANS IN	37	1,000	700	1,000
CAPITAL OUTLAY				
503 Machinery and Equipment	22,811	0	0	25,127
TOTAL SRVCS. & CHRGS. TRANS IN	22,811	0	0	25,127
TOTAL EXPENDITURES	70,729	70,085	65,725	96,963