

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

In the Matter of Authorizing Participation in)
the Regional Emergency Management Group)
_____)

RESOLUTION NO. 65-03

WHEREAS, Columbia County has been a member of the Regional Emergency Management Group as provided by an Intergovernmental Agreement adopted in 1993; and

WHEREAS, a new Intergovernmental Agreement (IGA) has been drafted to supersede the 1993 Agreement effective October 31, 2003, a copy of which new IGA is attached hereto, labeled Exhibit "A" and incorporated herein by this reference; and

WHEREAS, in order to continue to participate as a member of the Regional Emergency Management Group after October 31, 2003, each jurisdiction must adopt a resolution authorizing participation in the Group, adopting the Annual Work Plan developed by the Group, and ratifying funding sources, cost allocations and expenditures as provided in the Annual Work Plan;

WHEREAS, for purposes of this resolution, the Annual Work Plan shall be considered the Work Project Proposals attached hereto, labeled Exhibits "B-1" through "B-5", respectively;

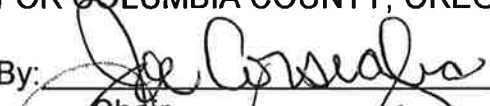
NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. Columbia County is authorized to participate as a member of the Regional Emergency Management Group and hereby adopts the Intergovernmental Agreement attached as Exhibit "A" hereto.

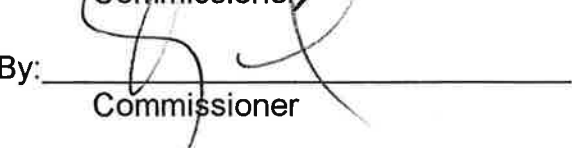
2. Columbia County adopts the current Annual Work Plan of the Regional Emergency Management Group attached as Exhibits "B-1" through "B-5" hereto, and ratifies the funding sources, cost allocations and expenditures as provided in the current Annual Work Plan.

DATED this 24th day of September, 2003.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: 
Chair

By: 
Commissioner

By: 
Commissioner

Approved as to form

By: 
Office of County Counsel

EXHIBIT "A"

INTERGOVERNMENTAL AGREEMENT FOR REGIONAL EMERGENCY MANAGEMENT

I. PURPOSE

The purpose of this Intergovernmental Agreement is to develop an organization to recommend policy and procedures on regional emergency management issues related to planning, mitigation, response, and recovery; to develop an ongoing, interjurisdictional training and exercise program; to establish mutual aid agreements to ensure effective management of resources during an emergency; to coordinate efforts in the region to obtain funding for emergency management matters; to contract with one or more jurisdictions (contractors) to carry out programs made possible by such funding and to develop a regional emergency management plan. This organization shall be known as the Regional Emergency Management Group ("REMG").

II. STATUTORY AUTHORITY

This agreement is entered into pursuant to ORS 190.003 to 190.030, and Chapter 39.34 RCW. This agreement supersedes the similar Intergovernmental Agreement adopted by the parties in 1993 as of October 31, 2003.

III. PARTIES

Jurisdictions within Washington, Multnomah, Clackamas, and Columbia Counties in Oregon, and Clark County in Washington, including counties, cities, regional governments, and special districts within both states, may enter into this Agreement. Additional jurisdictions may enter into this Agreement with the approval of the REMG Policy Advisory Committee.

IV. TERM OF AGREEMENT, EFFECTIVE DATE

A jurisdiction may become a party to this Agreement by action of its governing body to authorize participation in this Agreement, and adopting the annual work plan by resolution or ordinance. In order to be a party to this agreement those actions must have been completed no later than October 31, 2003, which date shall be the effective date of this agreement. The initial term of this agreement shall be from the November 1, 2003 effective date to June 30, 2004 and then ongoing from July 1 to June 30 of each year. A party may renew its participation in this Agreement by adopting the annual work plan, including any amendments to the plan, for each succeeding year.

V. TERMINATION

Any party to this Agreement may withdraw upon giving thirty (30) days written notice to the Policy Advisory Committee. Any withdrawing party, however, shall remain responsible for its portion of any financial obligations incurred by REMG while it was a

member. That financial obligation will be determined by the Policy Advisory Committee and paid by the withdrawing party within 180 days of the date of the written notice.

VI. NON-EXCLUSIVE

The parties may enter into subsequent separate mutual assistance or mutual aid agreements with any other jurisdiction to the extent not inconsistent with the terms of this Agreement.

VII. LIABILITY

To the extent permitted by law, each party shall be responsible for the acts and omissions of its officers, employees, and agents arising from the performance of or failure to perform any duty pursuant to this Agreement.

VIII. ORGANIZATIONAL STRUCTURE

A. Policy Advisory Committee

1. The REMG Policy Advisory Committee shall be comprised of an elected official from each party.
2. The Policy Advisory Committee shall meet in February each year. The Committee shall meet:
 - a. to review programs and developments of the past year;
 - b. to recommend to their respective governing bodies programs and work plans for the upcoming year; and
 - c. to recommend to their respective governing bodies regional policy on emergency management issues.
 - d. at other times at the call of the chair to conduct such other business as is deemed necessary.
3. The Policy Advisory Committee shall adopt bylaws to address officers, quorum, agendas, and other matters of business. At a minimum the bylaws shall establish requirements and process for the execution and management of contracts on behalf of REMG.

B. Technical Committee

1. The REMG Technical Committee shall include one person appointed by each party, and a representative from the Chapters of the American Red Cross in participating jurisdictions. These representatives shall constitute the voting membership of the

Technical Committee. Upon invitation of the Technical Committee, the Technical Committee may also include non-voting participants from signatory jurisdictions or other agencies or organizations with emergency management responsibilities or special technical expertise.

2. The Technical Committee shall develop and propose an Annual Work plan for review by the Policy Advisory Committee. At the direction of the Policy Advisory Committee, or on its own initiative, the Technical Committee shall also identify policy issues, research alternative strategies, available funding and present options for action to the Policy Advisory Committee.
3. The Annual Work plan, regular progress reports, the Annual Report, and other action items developed by the Technical Committee shall be forwarded to the Policy Advisory Committee on the recommendation of a simple majority of the voting members present.
4. The Technical Committee may establish subcommittees, or each member may work within that member's own jurisdiction as necessary to achieve policy goals, address action items, and prepare the proposed Annual Work plan.
5. The Technical Committee shall select a Chair, Vice Chair, and Secretary. The Technical Committee shall meet at least quarterly.

C. Administrative Support

The activities of the REMG shall be supported administratively by the staffs of the participating jurisdictions. Such support shall include keeping notes, conducting research, printing, producing an agenda, mailing, and coordinating the flow of information between the Policy and Technical Committees.

IX. FUNDING

Funding to execute the Annual Work Plan may be accepted from any source subject to REMG Policy Advisory Committee approval. Funding options necessary for action items in the proposed Annual Work plan shall be identified by the Technical Committee for Policy Advisory Committee review. Funding sources and cost allocations shall be identified and cost share agreements shall be developed as needed and included in each Annual Work plan. All required expenditures identified in the proposed Annual Work plan will be ratified by resolution or ordinance as specified in Section IV above.

X. OWNERSHIP OF ASSETS

In the event that any real or personal property is deemed necessary, an

amendment to this Agreement shall be negotiated and approved by all the then current members prior to acquisition.

XI. AMENDMENTS

Any amendment to the provisions of this Agreement shall be approved in the same manner as this Agreement, shall be in writing and signed by the parties.

XII. EXECUTION AND FILING

The parties agree that there shall be multiple original signature pages of this Agreement distributed for signature. Upon execution, the executed original signature pages shall be returned to the City of Vancouver, Office of the City Attorney, who shall cause an executed original of this Agreement to be filed with the Clark County Auditor and shall distribute duplicate conformed copies to each party.

This Agreement approved on September 24, 2003, by action of the Board of County Commissioners of Columbia County, Oregon.

**BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON**

By: _____
Chair

By: _____
Commissioner

By: _____
Commissioner

EXHIBIT "B-1"

Work Project Proposal REMTEC FY 01-02 Work Plan

Weapons of Mass Destruction Needs Assessment Review

Date of Submission: May 22, 2001

Name of Project: Weapons of Mass Destruction (WMD) Needs Assessment Review

Project Description:

A comprehensive review of the terrorism needs assessments for the REMG counties and a comparison of the locally identified needs with those identified by the Metropolitan Medical Response System (MMRS) development team.

What Problem will this Project Address?

There are two major terrorism assessment/planning activities currently underway in the Portland metropolitan area. One is part of a national effort to identify local capabilities and needs for responding to WMD incidents. The other is a federally sponsored effort to establish a Metropolitan Medical Response System (MMRS) for WMD incidents in Portland. The needs assessment is being conducted on a county by county basis while the MMRS is being developed on a regional basis. The goal of this project is to ensure that the needs and strategies identified in the county assessments are consistent with those identified by the MMRS Committee.

Major Project Deliverables:

- Review of the terrorism needs assessments for the REMG counties
- Meeting with the MMRS Committee to share the results of the needs assessment review
- Adoption of a regional strategy for future WMD activities including equipment procurement, training, and plan development

Major Constraints and Key Assumptions:

- Constraints:
 - Must await completion of the county terrorism needs assessments
 - Some first response agencies may not agree with and support the regional approach
- Assumptions:
 - The Portland MMRS Committee will be willing to meet with the REMG representatives to work on a regional strategy

Project Timeline: One year

Cost Considerations: N/A

REMTEC Members Submitting the Project:

Doug Hormann - Washington County
Jeff Rubin - Tualatin Valley Fire and Rescue
Tim Shea - City of Portland

EXHIBIT "B-2"

**Work Project Proposal
REMTEC FY 01-02 Work Plan**

Pre-scripted Public Information Messages

Date of Submission: May 22, 2001

Name of Project: Pre-scripted Public Information Messages

Project Description:

Construct public information messages in advance of a disaster to make them available for local media or Public Information Officers to use at the time of a disaster.

What Problem will this Project Address?

Immediately following disasters such as earthquakes and storm events, the public is in need of timely, accurate, and non-conflicting information on how to safely deal with the event. Local media feel compelled to create these types of messages before local Public Information Officers (PIOs) can script them. Many messages can be created before a disaster and made available for local media or be deployed immediately by local PIOs.

Major Project Deliverables:

- Identify disasters where pre-scripted public information messages would work
- Identify public information partners to research and write the key messages for each disaster
- Identify partners in media to determine the best use of these messages
- Write several messages for multiple disaster possibilities

Major Constraints and Key Assumptions:

- Constraints:
 - Messages should be agreed to in advance by multiple organizations, including the Red Cross, emergency managers, PIOs, and the local media.
 - Media need to agree to this concept
 - Assumptions:
 - Local media would use pre-scripted messages and retain knowledge of when and how to use them
 - Public Information Officers and emergency managers would retain standardized messages and send out under their own letterhead as appropriate

Project Timeline: One year

Cost Considerations: N/A

REMTEC Members Submitting the Project:

Steve Muir - Portland Office of Emergency Management

Deborah Needham - Clark Regional Emergency Services Agency
David Gassaway - American Red Cross

EXHIBIT "B-3"

**Work Project Proposal
REMTEC FY 00-01 Work Plan**

Regional Utility Coordination

Date of Submission: March 31, 2000

Name of Project: Regional Utility Coordination

Project Description: Enhance coordination between public agencies and regional public and private utility providers in the region.

What Problem will this Project Address? There is a lack of consistent and effective coordination between regional utility providers and local government during emergency response and recovery operations.

What will the Project do? The project seeks to enhance cooperation and coordination between local government and regional public and private utility providers in times of emergency. It also seeks to develop effective and consistent procedures for coordination of response and recovery operations.

Major Project Deliverables:

- A commitment to and active participation in regional coordination efforts by utilities in the metropolitan area, most notably the private utilities such as NW Natural, GTE, PGE, US West, and PacifiCorp and public utilities and oversight organizations such as BPA, PUDs, and PUCs.
- Procedures for sharing situation and resource information and restoration priorities.

Major Constraints and Key Assumptions:

- Constraints:
 - Lack of agreement/acknowledgement of regional need by utilities.
 - Lack of agreement on processes of local government.
 - Fear of sharing of competitive information (i.e., historic reservations towards information sharing).
 - Assumptions:
 - All organizations have responsibility for emergency response and restoration.
 - All organizations need to work together to be successful.

Project Timeline: One year to draw players into regular meetings. Multi-year effort to develop procedures.

Cost Considerations: None identified at this time.

REMTEC Members Submitting the Project:

Scott Porter - Washington County Emergency Management
Dave Ford - PGE

EXHIBIT "B-4"

**Work Project Proposal
REMTEC FY 00-01 Work Plan**

Regional Emergency Transportation Routes

Date of Submission: March 21, 2000

Name of Project: Regional Emergency Transportation Routes

Project Description: Review and validate the designated emergency transportation routes established by the Metro Regional Emergency Transportation Route (ETR) Task Force to assure continuity. If necessary, reconvene the ETR Task Force to make adjustments and assure continuity. Develop implementing procedures for clearing emergency routes for rapid movement of resources following a disaster.

What Problem will this Project Address? There is concern that the existing routes are discontinuous. Additionally, implementing procedures were not addressed and a review schedule was not established.

Major Project Deliverables:

- Establish current list of ETR's and assure regional continuity of routes.
- Develop implementing procedures.
- Establish review schedule.

Major Constraints and Key Assumptions:

- Constraints:
 - Assuring all stakeholders are identified and have the opportunity to participate.
 - Inability to get stakeholders to address the problem.
 - Lack of consensus regarding routes.
 - Lack of consensus regarding implementing procedures.
 - Assumptions:
 - The current emergency transportation routes are disconnected regionally.
 - The ETR Task Force recommended that standard procedures be developed.

Project Timeline: Possible multi-year, depending on scope of project and commitment of stakeholders.

Cost Considerations: None

REMTEC Members Submitting the Project:

Mary Davis - Washington County DLUT/OCEM

Scott Porter - Office of Consolidated Emergency Management for Washington County
Dave Ford - PGE

EXHIBIT "B-5"

**Work Project Proposal
REMTEC FY 01-02 Work Plan**

REMPAC and REMTEC Bylaws

Date of Submission: May 22, 2001

Name of Project: REMPAC and REMTEC Bylaws

Project Description:

Draft and adopt bylaws governing administration of the REMG's Policy Advisory and Technical Committees.

What Problem will this Project Address?

The Intergovernmental Agreement for Regional Emergency Management states that "The Policy Advisory Committee shall adopt bylaws to address officers, a quorum, agendas, and other matters of business." However, bylaws have never been drafted. The Intergovernmental Agreement is silent with regard to bylaws for the Technical Committee, but the need for such a document has been identified many times in the past. This project will serve to address both of these problems.

Major Project Deliverables:

- Adopted bylaws for REMPAC
- Adopted bylaws for REMTEC

Major Constraints and Key Assumptions: None

Project Timeline: One year

Cost Considerations: N/A

REMTEC Members Submitting the Project:

Scott Porter - Washington County
Michael Mumaw - City of Beaverton
Jef Rubin - Tualatin Valley Fire and Rescue