

DATE ISSUED: October 4, 2004

REPORT NO: 04-224

ATTENTION: Public Safety and Neighborhood Services Committee
Agenda of October 6, 2004

SUBJECT: Office of Homeland Security Update

SUMMARY

THIS IS AN INFORMATION ITEM ONLY. NO ACTION IS REQUIRED ON THE PART OF THE PUBLIC SAFETY AND NEIGHBORHOOD SERVICES COMMITTEE OR CITY COUNCIL.

BACKGROUND

The City of San Diego established the Office of Homeland Security (OHS) in FY 2003 as a result of the Fire-Rescue Department reorganization. Then Assistant City Manager P. Lamont Ewell supported the recommendation, with Council approval, to transfer 1.6 budgeted positions from the Fire-Rescue budget to the City Manager's office under Deputy City Manager and Chief Information Officer Rey Arellano as the direct reporting senior for the OHS Director.

Prior to FY 2003, Fire-Rescue was responsible for city-wide disaster planning and preparedness through its Office of Emergency Services (OES) Division. During the 8 years that Fire-Rescue was responsible for city disaster preparedness its focus was limited to Emergency Operations Center (EOC) development, review and revision of City Major Incident Response Plans, multi-discipline exercise development and coordination, and representing the City on the Unified Disaster Council.

Placing OHS under the City Manager's office was designed to accomplish several objectives:

1. Establish OHS as the central organization for city-wide disaster planning, prevention, preparedness, training, exercising, and response and recovery coordination.
2. Improve the operational readiness, efficiency, and effectiveness of the City EOC.
3. Pursue and acquire Homeland Security (HLS) grants to improve all hazard and multi-discipline preparedness, response and recovery efforts for the City.
4. Support regional efforts that would enhance the City's efforts in HLS and disaster planning and response.

On September 10, 2004, the original OHS Director, D.P. Lee, retired from City employment. Assistant Fire Chief August Ghio was offered and accepted the position as OHS Director. He assumed those responsibilities on September 11, 2004.

DISCUSSION

The City OHS has accomplished the following objectives to date. Also listed is a 90 day plan that was developed as part of an initial assessment conducted by the new OHS Director August Ghio and his staff.

Planning

Through a coordinated effort with the San Diego County Office of Emergency Services (SD-OES), the San Diego Urban Area Security Strategy (SDUASS) was developed and adopted. The SDUASS was designed as a flexible plan to assist in identifying and assessing potential targets in the San Diego region as well as planning, preparedness, prevention, response, training, exercise, and recovery efforts.

The City Homeland Preparedness Coordinating Council (HPCC) was established to provide a leadership team to develop the mission and strategic plan for City OHS efforts. Participating City departments include Fire-Rescue, Police, Development Services, General Services, Metropolitan Wastewater, Water, and Public & Media Affairs representation. To date this group has focused primarily on grant tracking, but is moving forward with identifying critical infrastructure protection and training needs.

OHS developed and is in the process of finalizing the Concept of Operations for Wildland Fire Season. This is an operational guide to assist all City departments in understanding the process of EOC and Department Operations Center (DOC) activation during wildland fire season.

Preparedness

Grant administration and management has been a prime objective of OHS. The department has worked in partnership with SD-OES to manage \$12,162,349 designated for the City of San Diego in State HLS and Urban Area Security grants from FY 2002 through FY 2004.

Currently, \$1,081,516 in grant funds has been expended on the equipment, management and administration purposes listed below :

- Personal Protective Equipment for Fire, Police, and Emergency Medical personnel
- Decontamination equipment
- Interoperable communications equipment
- OHS staff positions

The City EOC was redesigned in an attempt to make it more functional within existing budget limitations. Funding was also provided to purchase and install ETeam, a crisis management software, in the City's EOC and DOCs. This technology eliminates the paper messaging format used previously and provides rapid sharing of information between the City and County EOCs and City DOCs when activated.

Initial training is being conducted for ETeam users and an EOC table top exercise is scheduled for October 28, 2004.

OHS is authorized for 5 staff positions. Three staff personnel have been hired: Donna Faller is the OHS Coordinator responsible for planning; Anabel Holmstrom is the OHS Analyst; and Barbara Chipps is the Administrative Aide. Status on the two remaining positions is as follows: the OHS Program Manager interviews were conducted in mid September 2004, and the OHS Training and Exercise Coordinator interviews have been scheduled for October 11, 2004.

Response

Grant funding expended to date as mentioned above, has enhanced the City's ability to respond to emergencies.

The City EOC is currently being organized and readied for training and activation when required.

OHS has recently initiated the collection of lessons learned and action items for planning, response, and recovery improvement identified post-Cedar Fire from all City departments. This information will be placed in a spreadsheet to identify what has already been accomplished and prioritize what needs to be done from an improvement perspective.

Recovery

As part of the immediate recovery actions related to the Cedar Fire, OHS supported and participated in the development of the Local Community Assistance Center program, which played a major part in assisting the communities in the recovery process.

OHS staff is completing the cost recovery process from the Cedar Fire. The total amount of reimbursement expected for the City is \$4,414,452. The total amount reimbursed to

date is \$3,132,024. In addition, OHS staff is also working to close out the \$111,000 in cost recovery submissions for the 1998 El Nino floods.

90 Day OHS Plan

OHS staff will be focused on the following areas in the next 90 days:

- Ensure that \$2.8 million in UASI training grants are distributed to the San Diego region and are expended by June 30, 2005.
- Establish the HPCC as the leadership and steering body for City OHS efforts.
- Coordinate collection of Cedar Fire action items from all City departments and identify what has been accomplished to improve planning, prevention, response, and recovery efforts for future disasters.
- Hire all authorized OHS staff positions.
- Establish communications with all City elected officials and managers on OHS issues.
- Develop a significant event/disaster After Action Report and critique format.
- Ensure readiness of City EOC.
- Develop an OHS Strategic Plan.

Respectfully Submitted,

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Director, Office of Homeland Security

Approved: Rey Arellano
Deputy City Manager &
Chief Information Officer

GHIO/AG