


City of Alexandria, Virginia

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3-25-03

MEMORANDUM

DATE: MARCH 14, 2003

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER 

SUBJECT: SUBMISSION OF A LETTER OF AGREEMENT TO THE VIRGINIA DEPARTMENT OF EMERGENCY MANAGEMENT FOR THE STATE AND LOCAL ALL-HAZARDS EMERGENCY OPERATIONS PLANNING GRANT PROGRAM

ISSUE: City Council consideration of a letter of agreement to receive grant monies, totaling \$28,913, from the Virginia Department of Emergency Management (VDEM) for the State and Local All-Hazards Emergency Operations Planning Grant Program.

RECOMMENDATION: That City Council:

- (1) Approve this letter of agreement for an allocation from VDEM, totaling \$28,913, for the State and Local All-Hazards Emergency Operations Planning Grant Program; and
- (2) Authorize the City Manager to execute all documents that may be required.

DISCUSSION: This grant application to VDEM from the State and Local All-Hazards Emergency Operations Planning Grant Program is the first in a series of federal government pass-through grants from the Federal Homeland Security Grant Program. With monies from the Federal Emergency Management Agency (FEMA), jurisdictions in Virginia have been asked to complete several emergency planning activities:

- update local Emergency Operations Plans (the Commonwealth requests that emergency operations plans for Alexandria be specifically related to regional planning);
- complete a Local Capability Assessment for Readiness (LCAR) instrument;
- develop a strategy, a multi-year strategic plan, for enhancing the overall preparedness of the locality; and

- show that Alexandria has internal processes to receive federal preparedness funds and allocate those monies for preparedness, response, and recovery.

Regional planning activities are currently scheduled, and workshops for LCAR training have been set up in Northern Virginia. Using this LCAR instrument, which was developed and piloted by FEMA, communities can strengthen their efforts to build safer, disaster-resistant communities. LCAR will allow Alexandria to assess its capabilities, its gaps, and its shortfalls, and along with neighboring jurisdictions, assess the capabilities of our region. While some of the questions will seek a yes or no answer, most will ask the participants to rate their answers on a 1-5 scale on a self-grading survey.

LCAR will answer three basic questions about each community's readiness:

1. Does the emergency management program meet the community's needs?
2. Is the community achieving the goals of the program?
3. Can the community commit strategic resources to meet its preparedness and mitigation needs?

Alexandria's Emergency Management Coordinator will review the LCAR with the Alexandria Emergency Planning Team (EPT). The EPT will recommend a course of action to the City Manager to improve the capability shortfalls listed in the LCAR. The Emergency Management Coordinator, along with the EPT, will work and complete a course of action that will enhance the capabilities of Alexandria to respond to a disaster.

FISCAL IMPACT: There is no match requirement for this grant. At the end of each quarter, the City must send a report on activities to VDEM; at the end of the grant period, December 12, 2003, an expenditure report must be submitted to VDEM.

ATTACHMENTS: None. The letter of agreement and grant activities sheet may be reviewed in the Office of Management and Budget, Room 3600, City Hall, during normal business hours.

STAFF:

James T. Gower, Interim Fire Chief

Arthur Dahlberg, Code Enforcement Director, Alexandria Fire Department

Michael Conner, Chief Fire Marshal

Charles McRorie, Emergency Management Coordinator

Virginia Lester, Fiscal Officer, Alexandria Fire Department