
TO: CITY MANAGER **DATE:** 2020 Feb 05

FROM: DIRECTOR - PUBLIC SAFETY AND COMMUNITY SERVICES **FILE:** 5350-20
Reference: UBCM-CEPF ESS-ERA

**SUBJECT: COMMUNITY EMERGENCY PREPAREDNESS APPLICATION:
EMERGENCY SUPPORT SERVICES (2020)**

PURPOSE: To request Council approval to submit an application to UBCM for the Community Emergency Preparedness Fund (CEPF) for the Emergency Support Services (2020) funding stream.

RECOMMENDATION:

1. **THAT** Council authorize staff to apply to the UBCM for funding from the CEPF in the amount of \$25,000 to acquire mobile devices and related equipment, deliver training and conduct an exercise to support the City's Emergency Support Services (ESS) capacity resulting from the Province's modernization of the ESS program and digitized Evacuee Registration and Assistance (ERA) portal.

REPORT**1.0 INTRODUCTION**

The Government of British Columbia established a Community Emergency Preparedness Fund (CEPF) to enhance the resiliency of local governments in response to emergencies. The fund is administered by the UBCM and a Council resolution is required with the application form.

To be eligible for CEPF ESS (2020) funding, activities must be new projects capable of completion within one year from the grant approval date. Eligible activities must be cost-effective and may include: the purchase of supplies and equipment in support of modernization (i.e. computers, printers and mobile devices); the purchase of supplies and equipment (i.e. reception centre kits, group lodging kits and storage containers for supplies and equipment); and, training and exercises to increase capacity for the provision of emergency support services. Also eligible are consultant costs; applicant staff and administration costs; public information costs provided they relate directly to eligible activities.

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Funded activities must occur within a year of the approved funding; a final report is due within 30 days of project completion. The grant payment is not made until after the approved project is completed.

2.0 POLICY SECTION

Goal

- A Safe Community
 - Emergency preparedness –
Enhance plans, procedures and services so that we are better prepared to respond to emergencies and are able to maintain City services
 - Emergency services –
Provide responsive emergency services
- A Connected Community
 - Digital connection –
Provide online access to services and information
- A Healthy Community
 - Lifelong learning –
Improve upon and develop programs and services that enable ongoing learning
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community
- A Thriving Organization
 - Financial viability –
Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets
 - Technology and innovation –
Support technology development and innovation to empower staff and to advance community objectives

3.0 BACKGROUND

The Province undertook modernizing the ESS program following the evacuations and 60,000-plus evacuee registrations that resulted during unprecedented the 2017 and 2018 flood and wildfire seasons.

Modernizing the ESS registration and referral processes and digitizing forms is an exciting and significant step forward in efficiency and service delivery for the ESS programs province-wide.

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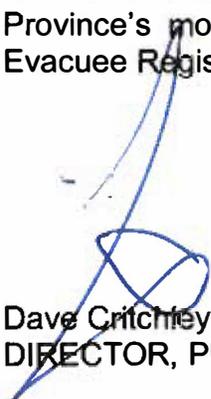
The digitized ESS Evacuee Registration and Assistance system (ESS-ERA) serves to enhance and streamline the existing paper-based evacuee registration process. It allows evacuees to either self-register or have ESS personnel guide them through process and system. The digitization of forms will require ready access to a printer to provide evacuees the required referral documentation, as appropriate.

The activities proposed to be undertaken included acquisition of mobile device equipment and supplies to allow ESS staff and volunteer to perform at-incident evacuee registrations, training in the new ESS-ERA portal, and conduct of a simulated emergency where the ESS-ERA system is utilized.

The CEPF ESS (2020) application period is open until 2020 February 14. As part of the application, a Council resolution is required.

4.0 RECOMMENDATION

That Council authorize staff to apply to the UBCM CEPF funding in the amount of \$25,000 to acquire mobile devices and related equipment, deliver system training to staff and volunteers and conduct an ESS Registration exercise to support the Province's modernized ESS program and implementation of a digitized and online Evacuee Registration and Assistance (ERA) portal.



Dave Critchley
DIRECTOR, PUBLIC SAFETY AND COMMUNITY SERVICES

DC:cp

Copied to: Director Finance