



**City of Richmond**

**Report to Committee**

**To:** Community Safety Committee  
**From:** Phyllis L. Carlyle  
General Manager, Law & Community Safety  
**Re:** **Emergency Exercise Program**

**Date:** December 17, 2008  
**File:** 09-5125-01/2008-Vol 01

**Staff Recommendation**

That the Emergency Exercise Program report (dated December 17, 2008 from the General Manager, Law and Community Safety) be received for information.

Phyllis L. Carlyle  
General Manager, Law & Community Safety  
(604-276-4104)

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<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Budgets .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## Staff Report

### Origin

This report provides information on the City's participation in emergency exercises to test its plans, procedures, equipment, facilities, and training.

### Analysis

In preparation for the 2010 Winter Olympics, a series of escalating emergency planning exercises have been scheduled for the province. These have ranged from a "Bronze" exercise consisting of a communications drill and three days of tabletop discussions on six different scenarios that took place this fall to a "Silver" functional Emergency Operations Centre (EOC) exercise planned for February 2009 and finally a "Gold" full scale exercise planned for fall 2009. Additionally, the Province is also conducting a series of escalating exercises to test and evaluate their earthquake plan.

In the "Bronze" Olympic exercise, the City participated in a communications drill on October 8, 2008 that successfully tested all forms of communication between both of the City's Emergency Operations Centre (EOC's) and the Province's Regional Emergency Operations Centre. This was followed by the City's participation in a three-day tabletop exercise from November 12<sup>th</sup> – 14<sup>th</sup>, 2008 at the Integrated Security Unit in Richmond where 64 other agencies and over 568 participants participated. A tabletop exercise is a facilitated learning environment where response agencies sit face to face around a table to understand and talk through an integrated response to a specific emergency situation. Sixteen City staff looked at six different scenarios that could require emergency responders to activate. These included a pandemic, mass evacuation, terrorism, protest, transportation gridlock and extreme weather. Nine different groups simulated venues, area and theatre command functions, as well as public information management. Each group worked through scenarios testing their abilities to respond and coordinate their response with the other stakeholders.

The "Silver" Olympic exercise is planned for the entire week of February 9, 2009. The City will activate its EOC for four days (February 9, 10, 12, 13), monitoring the simulated events that are occurring in the Olympic theatre from Surrey to Whistler. On February 11<sup>th</sup>, 2009, the EOC will be fully activated in a functional exercise to support the response to incidents that will be based on a Richmond event. A functional EOC exercise is designed to test and evaluate its EOC's function. Field response is not activated and deployed during a functional exercise. Controllers and simulators will initiate and provide simulated exercise events to the participating staff.

The "Gold" Olympic exercise is planned for the fall of 2009. Dates have not been confirmed, however, it is planned to be a full-scale exercise that includes all the components of the functional exercise plus activation of an incident command post and the actual deployment of response personnel and equipment to a simulated emergency situation. A full-scale exercise is intended to test and evaluate the operational capability of the overall emergency management organization to respond to a realistic scenario. This will be an opportunity to incorporate all the lessons learned from the previous exercises and integrate and coordinate the response with the other agencies to an emergency.

Additionally, the Province has announced its earthquake series of exercises. Originally, the Province had one full-scale exercise planned for June 2009 in which the City was requested to participate. They have since decided to hold a tabletop exercise in June, to be followed by a functional EOC exercise in the fall of 2010 with a full-scale exercise some 18-24 months later. This revised schedule reflects the demands of the Olympic series of exercises on all levels of government, but also allows for limitations identified in the escalating series of exercises to be addressed before the provincial exercise. The earthquake exercises will be regional in nature with a number of cities participating, as well as the provincial and federal governments.

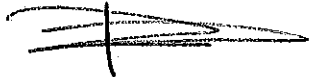
City staff have been actively involved in a training program of Incident Command and Emergency Operations Centre management over the last two years in preparation for the Olympics and other emergencies. From the classroom environment, these series of future exercises planned over 2 to 3 years provide the next level of training to integrate what has been learned into their emergency response both at the site and in support of the site in the EOC.

### **Financial Impact**

Funding of \$34,800 has been requested through the 2009 budget process (one time additional levels) to address the financial requirements of the City's participation in these exercises. In the event that funding is not available, staff will endeavour to find other funding sources.

### **Conclusion**

The emergency exercise program that the City is participating in provides excellent training opportunities and enhances the ability of the City to respond to any emergency or disaster that might occur.



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Manager, Emergency Programs  
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DP:dp