



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** November 24, 2017
From: Cecilia Achiam, MCIP, BCSLA **File:** 09-5126-01/2017-Vol
General Manager, Community Safety 01
Re: **Emergency Programs Quarterly Activity Report – Third Quarter 2017**

Staff Recommendation

That the staff report titled, “Emergency Programs Quarterly Activity Report – Third Quarter 2017,” dated November 24, 2017 from the General Manager, Community Safety, be received for information.

Cecilia Achiam, MCIP, BCSLA
General Manager, Community Safety
(604-276-4122)

REPORT CONCURRENCE	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

This report provides Council with an update on Emergency Programs (EP) activities. EP is reporting on its activities in support of its mandate to maximize the protection of life, public infrastructure, private property and the environment in the event of a major emergency or disaster.

This activity report for EP provides information on each of the following areas:

1. Community Involvement/Public Education
2. Emergency Management Plans
3. City of Richmond Staff and Volunteer Education
4. Emergency Social Services Response

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.3. Improved perception of Richmond as a safe community.

1.4. Effective interagency relationships and partnerships.

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

9.2. Effective engagement strategies and tools.

Analysis

Community Involvement/Public Education

Richmond Resilient Communities Program (RRCP) is a program designed to provide residents with the tools and knowledge to prepare themselves, their families and their communities to be resilient during an emergency of any size.

In partnership with Richmond Fire-Rescue and with support from Richmond Community Block Watch, EP launched the pilot of RRCP with an instructor-led workshop for the Sea Island Community on the November 5, 2017 and for the Thompson Community on November 18 and 26, 2017.

The feedback received from participants provided assurance that the program is well received by the community. With minor modifications to the program content and delivery, the RRCP will be offered and delivered to every community in Richmond during 2018. An additional staff

resource of one regular full time coordinator has been submitted for Council consideration as part of the 2018 budget process to facilitate this program.

Emergency Management Plans

Emergency programs staff regularly review emergency plans with their operational stakeholders to ensure the plans are relevant in the event of an emergency disaster. Staff are currently reviewing:

- Evacuation Plan – EP Staff have completed the review and update of the plan with concurrence from stakeholders. The revised plan will be submitted for council endorsement in Q1 of 2018. Following Council endorsement of the revised plan, EP will coordinate an orientation and exercise to establish functional knowledge of the plan with City staff, response agencies and community partners.
- Information Plan – EP staff are supporting Corporate Communications staff to ensure the plan integrates seamlessly with the City’s Emergency Management Plan. The completion of this plan is anticipated in Q1 of 2018.
- Dangerous Goods Spill & Response Plan – EP Staff are supporting Environmental Programs staff in their review of this plan. The completion of this plan is anticipated in Q2 of 2018.

The City of Richmond Staff and Volunteer Education

Volunteer Recruitment

Volunteer Information sessions are scheduled at City Hall on November 30, 2017 at 7:00 pm. Members of the public are invited to attend and ask questions about becoming an emergency preparedness leader in the community. Potential volunteers will be provided information on how they are able to leverage their skills to assist during an emergency.

Staff will advise the Community Safety Committee of any future dates of volunteer recruitment initiatives should they wish to attend.

Emergency Operation Centre Education

Emergency Programs has worked with the Justice Institute of British Columbia to create a customised Emergency Operation Centre (EOC) training course for the City of Richmond.

Each session will focus on the theory of EOC essentials along with section specific training and a situational tabletop exercise. This training will serve as both a refresher for existing EOC staff and new EOC staff participating for the first time.

Training is scheduled for roll out in November, 2017. The training sessions will be repeated from time to time to ensure that all EOC staff have the opportunity to participate in training.

Emergency Social Services Response

There were no incidents requiring Emergency Social Services response for Richmond in September, October and November.

A separate report to council has been prepared for the submission of a grant application to the Union of BC Municipalities (UBCM) administered Community Emergency Preparedness Fund provided by the Province of BC. This grant has been made available to support local municipalities' response capacity in the areas of Emergency Social Services and Emergency Operations Centres & Training.

Financial Impact

None.

Conclusion

Emergency Programs staff and volunteers continue to engage with the Richmond community to deliver personal & community preparedness, resiliency information and awareness while continuing to promote the RichmondBCAlert System for enrollment.



Norman Kotze
Manager, Emergency Programs
(604-244-1211)

NK:nk