



*Morris A. Young*

*Sheriff of Gadsden County*

*Phone (850) 627-9233*

*P.O. Box 1709*

*Quincy, FL 32353-1709*

**Quarterly Report**  
**Gadsden County Division of Emergency Management**

**Recipients:** Gadsden County Board of Commissioners  
The Honorable Sherrie Taylor, Chair  
The Honorable Eric Hinson, Vice Chair  
The Honorable Brenda Holt  
The Honorable Dr. Anthony Viegbesie  
The Honorable Gene Morgan

**CC:** Robert Presnell, County Administrator

**Reporting Period:** December 1, 2016-March 31, 2017

**Date of Report:** April 19, 2017

**Prepared by:** Tashonda Whaley, Emergency Management Coordinator

**Introduction:** In accordance to the required deliverables of the Inter-Local Agreement between Gadsden County Emergency Management and The Gadsden County Board of Commission, the following is a summary of activities executed by the Division of Emergency Management. Documentation available upon request.

**Staff:** Major Shawn Wood, Director  
Tashonda Whaley, Coordinator  
Howard Smith, Training & Operations Manager

**State and Federally Funded Agreements:**

- Emergency Management Preparedness and Assistance Program Base Grant #17-BG-83-02-30-01-026. Agreement period: July 1, 2016 – June 30, 2017 (\$105,806.00)
- Emergency Management Performance Grant #17-FG-02-30-01-093. Agreement Period: July 1, 2016 – June 30, 2017 (\$50, 628.00)

**Scope of Work**

Gadsden County Emergency Management must achieve specific program goals throughout contract periods to ensure compliance and coordination with the Florida Division of Emergency Management. These programs goals include the following items which are reviewed during mid-year and end-of year progress reports conducted by the state emergency management:

**Coordination and Collaboration:** Required to ensure that the county emergency management agency maintains an ongoing process that provides for coordinated and collaborated input in the preparation, implementation, evaluation and revision of emergency management programs.

- **December 8<sup>th</sup>** – Gadsden County Annual Local Mitigation Strategy Workshop. Workshop and update included specifics of the 27P-22 Annual Report required by FDEM. Activities for the LMS Workshop and 27P-22 Report:
  - Updated LMS Mitigation Project List
  - Updated LMS Committee Member List
  - Completed the 27P-22 Annual Report and submitted to FDEM
- **December 9<sup>th</sup>** - Completed the Emergency Management Preparedness Assistance Grant and Emergency Management Performance Grant Mid-Year Review as required by FDEM.
- **December 15<sup>th</sup>** – Participated in the Emergency Management Quarterly Regional Coordination Meeting held in Hamilton County.
- **January 12<sup>th</sup>** – Conducted the Countywide Communications Meeting held to discuss options and available funding for upgrading County’s communication system.
- **February 17<sup>th</sup>** – Hurricane Hermine Hazard Mitigation Grant Program Application Webinar. As a declared county, Gadsden is eligible for \$80,037.05, with a 25% required match of \$26,679.02. Eligible projects must be currently listed on the County’s LMS Project List and must be selected by the LMS Working Group Members. In addition, eligible jurisdictions must have adopted the LMS Plan before the application deadline. The City of Gretna is currently applying for these funds to complete the A and B Street Extension in Lanier Estates. This project will provide emergency service and evacuation access by repairing existing roadways and enhancing drainage to withstand flooding.
- **March 6<sup>th</sup>** - Participated in the Federal Emergency Management Agency New Deductible Webinar. FEMA is proposing an increased deductible for State and local declaration reimbursements.

- **March 16<sup>th</sup>** – Participated in the Emergency Management Quarterly Regional Coordination Meeting held in Taylor County.
- **March 30<sup>th</sup>** – Conducted the 2017-2020 Multi-Year Training and Exercise Plan (MYTEP) required by FDEM. The MYTEP planning process involves collaboration of local first responders and community partners to determine specific training and exercise to be requested from state and federal resources.

**Training and Exercise:** Required to ensure that the county emergency management agency maintains a comprehensive, all hazards training and exercise program to evaluate and test all aspects of the local emergency management system including activation of the county EOC.

No training or exercise was conducted this quarter.

**Planning and Logistics:** The County shall maintain a comprehensive resource management program that involves pre-disaster, systematic identification of resource requirements, shortfalls and inventories. Also, the county shall identify local resources to meet emergency needs, and develop local contracts for goods and services. An updated county logistics strategy/plan that is consistent with guidance found in the County Logistics and Points of Distribution (POD) Standard Operating Guide (SOG) (CEMP 2355).

- **Local Mitigation Strategy Plan Five-Year Update:** The LMS Five Year Update has been completed and approved by FDEM. We have received official adoptions from all municipalities. The plan has received approval and adoption from the BOCC. FEMA requires that all Hazard Mitigation plans be reviewed and updated as appropriate and resubmitted to FEMA for approval within five years. This requirement allows jurisdictions to apply for assistance under the following mitigation grant programs:
  - Hazard Mitigation Grant Program (HMGP)
  - Pre-Disaster Mitigation (PDM)
  - Flood Mitigation Assistance (FMA)
- **WEBEOC:** EM staff continues to participate in the design and training phases of the new Emergency Operations Center web-based system. It is the goal of FDEM to have the portal operational by the 2017 Hurricane Season. WEBEOC will replace the current Emergency Management Constellations used for information messages and resource requests.
- **AlertFlorida:** Gadsden EM participated in the following training for the statewide notification system, AlertFlorida. We are currently working to have the system developed and functional specific to Gadsden County by June 2017.
  - **March 9<sup>th</sup> - Everbridge Orientation Call/Webinar**

- Introductions
- On-Boarding Resources
- Everbridge Support Center
- Contract Details
- Discovery
- Stakeholders and Team Members
- On-boarding Timeline
- Success Checklist
- Next Steps
- Questions
- Role Based Access Controls
- **March 23<sup>rd</sup> – Everbridge Basic Configuration Call/Webinar**
  - Basic settings
  - Data management - manual, bulk and portal
  - Basic Notifications
- **April 18<sup>th</sup> – Everbridge Final Planning Call/Webinar**
  - Templates
  - Advanced Notifications
  - Geo-Notifications
  - Reporting
  - Member Portal
- Special Needs Registry: Gadsden EM continues to participate in the renewing process of the Statewide Special Needs Registry.

**Equipment Inventory:**

No new equipment has been purchased at this time.

***End of Report***