




Fighting Fires, Saving Lives and Promoting Safety.

Phillip A. J. Charron
Fire Chief

MEMORANDUM

TO: Thomas A. Golden Jr., City Manager 

FROM: Phillip A. J. Charron, Chief of the Fire Department

DATE: March 02, 2023

SUBJECT: MOTION OF 12/07/22 REQ. CITY MANAGER PROVIDE A REPORT EVALUATING THE EFFECTIVENESS OF OUR EMERGENCY RESPONSE PLAN IN LIGHT OF THE RECENT EMERGENCY AND PLANS TO UPDATE ANY NEEDED IMPROVEMENTS.

MOTION OF 12/20/22 REQ. CITY MANAGER PROVIDE CITY COUNCIL WITH A REPORT DETAILING RESPONSE PROTOCOLS FOR EMERGENCY DISASTER EVENTS, FURTHER, REQ. SAID REPORT INCLUDE INFORMATION RELATIVE TO FEEDBACK PROVIDED BY RESIDENTS ON WHERE IMPROVEMENTS CAN BE MADE TO SAID PROTOCOLS.

As an update to the above motions, the City is in the process of interviewing candidates for the Emergency Management Coordinator, an essential position for evaluating our current plans and bringing them forward. This position, in conjunction with the full time Fire Lieutenant's position, within the Office of Emergency Management (OEM) will go a long way toward revamping the current Comprehensive Emergency Management Plan (CEMP) for the city and will allow us to address other important documents that require review including Hazard Mitigation plans, an updated Threat, Hazard, and Vulnerability Analysis (THVA) and procedures for standing up Shelters, Cooling/Warming Centers, and the Emergency Operations Center. By the time of this response we expect to have completed the interviewing process and are moving forward with a goal of having someone in place by end of March. A full review of the CEMP will begin once the "Emergency Management Coordinator" position has been filled.