



ADMINISTRATIVE REPORT

Report Date: January 29, 2018
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VanRIMS No.: 08-2000-20
Meeting Date: February 20, 2018

TO: Vancouver City Council

FROM: General Manager of Finance, Risk and Supply Chain Management in consultation with the General Manager of Vancouver Fire and Rescue Services.

SUBJECT: Funding Application to BC Community Emergency Preparedness Fund

RECOMMENDATION

THAT Council approve a funding application to UBCM's Community Emergency Preparedness Fund - Emergency Operations Centres and Training for \$25,000 toward the Emergency Management Information System (EMIS) Training Development and Delivery project.

REPORT SUMMARY

The 2015-2018 Capital Plan funding strategy contemplates securing of senior government contributions toward a number of council priorities. The application supports the City Emergency Management strategic plans which identify the need for an Emergency Management System (EMIS)

The report seeks Council's approval for submitting a funding application to the Union of BC Municipalities (UBCM) BC Community Emergency Preparedness Fund Emergency Operations and Training stream.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

UBCM funding programs typically require a resolution of council as part of the application package.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The General Manager of Finance, Risk and Supply Chain Management and the General Manager of Vancouver Fire and Rescue Services recommend approval of the report.

REPORT

Background/Context

The [Community Emergency Preparedness Fund](#) (CEPF) was created by the Province in March 2017 with an allocation of \$32 Million. It is managed by the Union of BC Municipalities (UBCM).

The program is meant to enhance the resiliency of local governments and their residents in responding to emergencies. There are five streams with sequential deadlines over the course of the program. This report is seeking Council approval for the Emergency Operations Centres and Training stream.

The maximum grant under this stream is 100% of the project costs of up to \$25,000 and the deadline for the application is February 2nd, 2018.

Eligible activities under this stream include:

- Training and exercises to increase capacity
- Establishing emergency communications systems or programs.

A resolution of council is required for this funding application. Resolutions can be submitted after the application submission deadline.

Strategic Analysis

The application to support this project is being submitted under the Emergency Operations Centres and Training stream.

The project will help develop a strategic approach to training development and delivery, considering the need for multiple training methods including:

- Just-in-time delivery example quick videos on specific functions that can be used to orient staff to a key function at the last minute
- In-depth training courses, in-person or WebEx delivered courses that cover a range in functions for a specific role
- Quick reference guides
- Develop curriculum guides and course content, including videos, web material, student manuals etc.
- Deliver training to EOC staff and ESS mass care volunteers from July to October 2017.

*Implications/Related Issues/Risk (if applicable)**Financial*

The Emergency Management Information System (EMIS) Training Development & Delivery project is estimated to cost \$36,500. Staff are recommending that the City request the maximum \$25,000 in UBCM funding. The City of Vancouver will fund the remaining \$11,500, with the source of funding being the approved Office of Emergency Management operating budget for Operational Readiness.

CONCLUSION

By applying to the BC Community Emergency Preparedness fund, the City has the opportunity to access funding of up to \$25,000 to support the development and delivery of Emergency Management Information Systems training.

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