CITY OF BEVERLY HILLS
STAFF REPORT

Meeting Date: June 3, 2008

To: Honorable Mayor & City Council

From: Pamela Mottice-Muller, Director Office of Emergency Management

Subject: City Council's Disaster Roles, Authorities and Responsibilities

Attachments: 1. City Council Handbook for Emergencies and Disasters

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INTRODUCTION

In October 2007, the City Council approved the updated version of City of Beverly Hills' Emergency Operations Plan (EOP). The plan addresses the City's planned response and recovery to emergency situations associated with all hazards such as natural and manmade disasters, technological incidents, and national security emergencies.

To assist the City Council in understanding the EOP, to meet federal requirements and to ensure clarity of roles, authorities, and responsibilities, the Office of Emergency Management created the *City Council Handbook for Emergencies and Disasters.*

DISCUSSION

City Council Members have a significant role in the City of Beverly Hills emergency response and recovery organization. Council Members' actions ensures the continuation of government, influences the community, both residential and business, and directly impacts our City's ability to protect lives, property, and the environment.

The City Council's primary role during a disaster is one of policymaker, communicator, liaison, and spokesperson to the community, outside government agencies, and non-governmental agencies. It is hoped that the *City Council Handbook for Emergencies and Disasters* will provide an important framework to the overall emergency organization, City Council roles, authorities and responsibilities during disasters and will assist in the disaster related decision-making process.

Additional information can be found in the City's Emergency Operations Plan. City Council members should have copies of this document in their respective offices.

Meeting Date: June 3, 2008

Additionally, the City will participate, in cooperation with the County, State, and Federal governments, in a disaster exercise in November. The City Council will be asked to participate. Additional information on this exercise will be provided at a later date.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council read and familiarize themselves with the handbook. Additional training can be arranged through the Office of Emergency Management.

Pamela Mottice-Muller