

## Project Charter for Implementation of SB 27

**Date** March 15, 2010

**Version** 5

**Project Name** SB 27 Sacramento-San Joaquin Delta Multi-Hazard Coordination Task Force

**Project Manager** Mitchell Miller, Program Manager – Cal EMA Inland Region

**Purpose/Objective** This charter identifies the requirements of SB 27, staff and task force makeup, the requirements of the legislation, products and timelines necessary for completion.

**Authority** SB 27, Simitian. Sacramento-San Joaquin Delta Emergency Preparedness Act of 2008.

**Project Task Force** This legislation requires Cal EMA, upon receipt of appropriate funding, to establish until January 1, 2011, the Sacramento-San Joaquin Delta Multi-Hazard Coordination Task Force (Task Force), led by Cal EMA and to include: the Delta Protection Commission, The Department of Water Resources, and a single representative from each of the five counties (Sacramento, Yolo, Solano, Contra Costa, San Joaquin).

In lieu of appropriated funding the task force will utilize existing resources in the form of personnel and materials to the extent possible to achieve the desired results of the legislation.

### Membership

Name	Agency	Affiliation
Mitchell Miller, Program Manager	Cal EMA Inland Region	Task Force Chairman
William Croyle, P.E.	Department of Water Resources (DWR), Chief of Flood Operations	Task Force Member
Linda Fiack, Executive Director	Delta Protection Commission (DPC)	Task Force Member
Christopher Boyer, Emergency Services Manager	Contra Costa County	Task Force Member
Robert Powell, Emergency Services Manager	Solano County	Task Force Member

<b>Name</b>	<b>Agency</b>	<b>Affiliation</b>
William Martin, Emergency Services Manager	Yolo County	Task Force Member
Roger Ince, Emergency Services Coordinator	Sacramento County	Task Force Member
Ronald Baldwin, Emergency Services Director	San Joaquin County	Task Force Member

**Focused Areas**

In the development of a strategy and response framework specific areas will draw on some individual expertise. The following table illustrates this:

<b>Focus Area</b>	<b>Task Force Lead</b>
Communications	Roger Ince
Mapping	Bill Croyle
Education and Outreach	Linda Fiack

**Project Deliverables**

Specifically, the Task Force is required to:

- Identify an appropriate interagency unified command system organizational framework;
- Coordinate the development of a draft emergency preparedness and response strategy for the delta region;
- Develop and conduct an all-hazard emergency response exercise in the delta.
- Make recommendations to the Governor, Legislature and, Cal EMA Secretary to be submitted prior to January 1, 2011.

**Major Tasks/Milestones**

<b>Major Tasks</b>	<b>Milestones</b>
Organize Task Force <ul style="list-style-type: none"> <li>• Identify Scope</li> <li>• Establish ground rules</li> </ul>	Completed May 27, 2009
Identify Workgroups on threat-assessment basis to include: <ul style="list-style-type: none"> <li>• Mapping</li> <li>• Resources tracking</li> <li>• Communications</li> <li>• Education and outreach</li> <li>• Review of Delta MAC</li> </ul>	Completed July 29, 2009
Define Direction Adopt Timeline of Deliverables	Completed November 10, 2009

**Major Tasks/Milestones**

<b>Major Tasks</b>	<b>Milestones</b>
Draft Strategy for Review	March/April 2010
Draft Strategy Delivered to Cal EMA Secretary	June 2010
Multi-Hazard Tabletop Exercise	September/October 2010
Task Force Adjourns	January 1, 2011

**Dependencies**

To accomplish the work identified by SB 27 the task force work will draw on the collective expertise of its members on work already underway and materials developed that will support the goals of the legislation. This will involve identify best practices, refine existing “tools” and make recommendations based on research and the exercise to identify additional steps to better prepare the Delta to respond to all hazards.

**Features**

While this project does not require the development of a comprehensive emergency preparedness and response plan for the Delta it does provide an opportunity for all the key jurisdictions to focus their attention on what is required and make recommendations. The required exercise is a first step for all the respective Delta counties, DWR, Delta Protection Commission and Cal EMA to identify gaps and make recommendations on how to fill them through the corrective action process.

**Customer/stakeholder Benefits**

The Task Force work presented in this charter represents a comprehensive effort to focus on addressing the Delta’s hazard vulnerability an develop the ability to respond and recover from all hazards that impact the Delta. It represents a “first step”.

**Assumptions**

The activities identified in this work effort are based on the following assumptions identified in SB 27:

- The creation of an interagency unified command system organizational framework will be in accordance with the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) guidelines.
- The draft emergency preparedness and response strategy for the delta shall utilize existing interagency plans and planning processes of the involved jurisdictions and agencies that are members of the Delta Protection Commission, where possible.
- An all-hazard exercise will test regional coordination protocols already in place.
- The Task Force will remain in effect until January 1, 2011.
- The Task Force is not required to develop a delta emergency plan but rather a strategy.

**Issues**

The existing resources should be sufficient to meet the requirements. The legislation provides an opportunity for documenting recommendations for further work and funding.

**Acknowledged/  
Signatures**

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Jim Brown, Cal EMA Inland Region Administrator

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William Croyle, P.E., DWR Chief of Flood Operations

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Linda Fiack, DPC Executive Director

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Christopher Boyer, Contra Costa Emergency Services Manager

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Robert Powell, Solano County Emergency Services Manager

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William Martin, Yolo County Emergency Services Manager

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Roger Ince, Sacramento County Emergency Services Coordinator

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Ronald Baldwin, San Joaquin County Emergency Services  
Director

**Optional Attachments**

- Senate Bill 27, Simitian, Sacramento-San Joaquin Delta Emergency Preparedness Act of 2008