

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

September 11, 2008

EMERGENCY MANAGEMENT—APPROVE EMERGENCY OPERATIONS PLAN

WHEREAS, averting the threat of, or minimizing the effects of natural, technological and/or man-made disasters upon Allegan County lives and property is an appropriate governmental responsibility best addressed by the creation, communication, and implementation of an Emergency Operation Plan; and

WHEREAS, the preparedness to cope with the threat of, or the effects of a disaster requires an integrated deployment of public, private and individual citizen resources through an integrated emergency management system; and

WHEREAS, the National Incident Management System (NIMS) recognizes the potential deployment of various multi-jurisdictional resources to respond to a disaster, or threat thereof, and provides a coordinated organizational structure that will assure a consistent, nationwide, emergency management response regardless of the cause, size or complexity of a disaster; and

WHEREAS, the Allegan County Emergency Operation Plan is responsive to the federal requirements contained in the NIMS and subject to approval by the State of Michigan and the Federal Emergency Management Agency (FEMA); and

WHEREAS, pursuant to Act 390 of the P.A. of 1990, Allegan County has established the Allegan County Emergency Management Division and, to the limits of its capabilities, the Emergency Management Division is responsible for the disaster preparedness activities within Allegan County.

THEREFORE, BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the 2008 Emergency Operations Plan as presented September 11, 2008; and

BE IT FURTHER RESOLVED, that the approved Emergency Operations Plan is to be filed in the Clerk's Office at the Allegan County Courthouse; and

BE IT FINALLY RESOLVED, that the Board Chairman is authorized to sign the necessary documents on behalf of the County.

Work Orders

Dates displayed in
Eastern Daylight Time

9/5/2008 10:51:41AM

Work Order No. **49005**

Summary	EM EOP approval - final revision completed per Board direction		
Requestor	Scott Corbin	Type	Admin / Board RFA
Call-back number:	2401	Asset I D	
Alt. Department	Emergency Management	Alt. Department No.	
Location	ACCD - Dispatch Center / EOC	Date Entered	8/27/2008 12:13:01AM
Technician Assigned	Becky Blaine	Date Assigned	9/3/2008 4:04:34PM
Priority	7 - when feasible	Date Due	9/11/2008 10:39:40AM
Completed Date		Charge	0.0000
Status	Pending	Hours	0.00

Work Order No.

49005

Description

Thursday, September 04, 2008 8:38:27 AM(GMT-4:00),Logged by:Scott Corbin-

1) No this was more at the request of a member of the Board and Administration. Important documents such as these should be filed with the clerk.

2) The Board Chairperson and the Emergency Mgt. Director, there are no provisions for the Administrators signature

3) This should be on the original FRA, I could not find on track-it, this should not be closed the was not completed as requested by the Board. Please forward all FRA's to Gail McFannin to keep her in the loop.

SC

Scott Corbin, Director
Allegan County Emergency Management / Homeland Security
3271 – 122 Ave.
Allegan Michigan 49010
Phone: 269-673-0571
Fax: 269-673-0566

-----Original Message-----

From: Judy Nance
Sent: Wednesday, September 03, 2008 4:03 PM
To: Scott Corbin
Cc: Gail McFannin
Subject: WO # 49005 - EM_EOP approval - final revision completed per Board direction

Scott,
Please review the attached draft resolution for the agenda (the resolution is pretty much word for word the Promulgation Statement that is included in the Plan - made a couple of grammatical changes/additions and then the highlighted verbiage at the end may need attention.

And I have two questions.

1. Is there a statute or some other legal document that requires that the EOP be filed in the Clerk's Office? If so, what is the specific statute?
2. Is it required that the signor for the County be the Board Chairman, or could it be both the Board Chairman and the County Administrator as authorized signors?

Also, you asked that Gail McFannin be copied on the RFA. Did you mean the Workorder? Please note that you did not attach an RFA to this workorder.

Please review asap and let me know.

Thanks.

Judy

The revisions of the EOP have been completed; please make arrangements for this to be approved by the Board of Commission. Our next PLAEX drill is Sept. 3rd and the evaluated exercise is Sept. 16 we need to have local, state and federal approval by then. I will send a CD with the current plan. This is not currently hyper-linked as before, this will be done after approval. Please provide an electronic copy for review to each board member. I'll be able to attend please give me early

notice when this will be placed on agenda. Please copy Gail McFannin on this RFA.

Resolution

Administrative Time- .25 hours

8/29/2008 10:40:23 AM (GMT-4:00) Eastern Daylight Time, Logged by: Becky Blaine - Received 2008 EOC Plan (binder) for Chairmans signature. Will forward to Dwilson to place on 9/2/08 ET meeting for review. Jnance will draft resolution 9/2/08. Placed on 9/11/08 Board agenda as action item. Past work order was entered - Please see 43035 - 3/21/08 was Closed out by Rsarro.

8/29/2008 12:25:42 PM (GMT-4:00) Eastern Daylight Time, Logged by: Denise Wilson - Assigned to RSarro and placed on 9/2 ET agenda for review/recommendation. Could place on 9/4 agenda for discussion (revised agenda on 9/2) and provide electronic copy to BOC to review).

8/29/2008 4:26:33 PM (GMT-4:00) Eastern Daylight Time, Logged by: Rob Sarro - Provide BOC with zip files to review and provide comments/questions/concerns prior to 9/11 BOC meeting where this will need final approval and sign of by the Board Chairman.

8/29/2008 4:27:18 PM (GMT-4:00) Eastern Daylight Time, Logged by: Denise Wilson - assigned to BBlaine to prepare files electronically as stated above; notify requestor; place on 9/11 for action.

9/3/2008 8:18:39 AM (GMT-4:00) Eastern Daylight Time, Logged by: Becky Blaine - Assigned to Jnance for drafting resolution.

9/3/2008 3:11:49 PM (GMT-4:00) Eastern Daylight Time, Logged by: Judy Nance - (see Promulgation Statement included in the Emergency Operations Plan) A draft resolution is attached. It is close to word -for- word to the document included in the EOP. The draft has been forwarded to Scott for review and a response to some questions regarding the content. Also, notified Scott that there was no RFA included with this workorder. Assign to B Blaine.

9/4/2008 10:47:41 AM (GMT-4:00) Eastern Daylight Time, Logged by: Judy Nance - As per request from conversation and email with Scott: attached RFA (updated 43-035 from March 2008) and workorder 43-035) to this workorder. Also, revised the resolution as per his answers to the questions asked.

9/5/2008 10:50:24 AM (GMT-4:00) Eastern Daylight Time, Logged by: Rob Sarro - Send email out to Board members for comments/suggestions due back by 9/11. Place on 9/11 Board meeting for action.



ALLEGAN COUNTY
REQUEST FOR ACTION FORM

RFA#: 49-005 (re: 43-035)

Date: 8/29/08 Update (3/21/08)

Request Type Routine Items
Department Requesting Board of Commissioners
Submitted By S. Corbin
Contact Information Ext. 2401

Description

To have the Board of Commission adopt the 2007-08 Emergency Operations Plan. This has been reviewed by the Emergency Management Advisory Council and each Emergency Support Functions signatures can be found in the front of this document. I have also included an electronic copy for review as well. Once this has been adopted it will be send to the State, DHS, FEMA and NRC for approval. The EOP will be sent down interoffice mail.

9/4/2008 10:12:51AM

Work Order No. **43035**

Summary	EM Adoption of EOP	Type	Admin / Board RFA
Requestor	Scott Corbin	Asset I D	
Call-back number:	2401	Alt. Department No.	
Alt. Department	Emergency Management	Date Entered	3/21/2008 6:26:50PM
Location	ACCD - Dispatch Center / EOC	Date Assigned	8/29/2008 10:47:24AM
Technician Assigned	Rob Sarro	Date Due	
Priority	6 - within 60 days	Charge	0.0000
Completed Date	4/4/2008 1:48:44PM	Hours	0.00
Status	Completed		

Description

Monday, March 24, 2008 10:19:36 AM(GMT-5:00),Logged by:Scott Corbin-
Emergency Operation Plan is a very large plan. We have a hard copy and electronic copy of this document. This document is large to deliver through the current track-it system. The document and the electronic CD will be sending down through interoffice mail.

Adoption of the new EOP.

Resolution

3/24/2008 11:51:46 AM (GMT-4:00) Eastern Daylight Time, Logged by: Denise Wilson -
Assigned to RSarro for review; notified requestor.

4/4/07 - Per Denise, Rob would like this placed as a discussion item on the 4/10/08 Board Agenda.

Denise will email a link to the document directly to the Board and appropriate Department Heads.

For security reasons, the document will not be included in the Public Records.