

Resolution No. RS2019-1825

A resolution approving an application for an Emergency Management Performance Grant (EMPG) from the State of Tennessee, Tennessee Emergency Management Agency, to The Metropolitan Government of Nashville and Davidson County, acting by and through the Office of Emergency Management, to subsidize the Emergency Management Program.

WHEREAS, the State of Tennessee, Tennessee Emergency Management Agency, is accepting applications for an Emergency Management Performance Grant (EMPG) with an award of \$188,350.00 and a required cash match of \$188,350.00 to subsidize the Emergency Management Program; and,

WHEREAS, the Metropolitan Government is eligible to participate in this grant program; and,

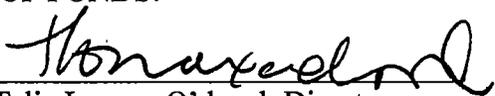
WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that this grant application be approved and submitted.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the Metropolitan Government's application for an Emergency Management Performance Grant (EMPG) with an award of \$188,350.00, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Office of Emergency Management is authorized to submit said application to the State of Tennessee, Tennessee Emergency Management Agency.

Section 2. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

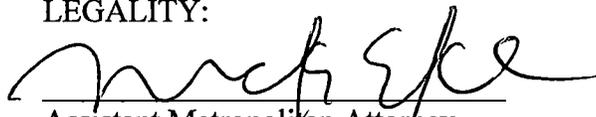
APPROVED AS TO AVAILABILITY
OF FUNDS:



Talia Lomax-O'dneal, Director
Department of Finance

INTRODUCED BY:

APPROVED AS TO FORM AND
LEGALITY:



Assistant Metropolitan Attorney

Member(s) of Council

Electronic Signature Page

(Attach to Legislation Pursuant to Rule 8 of the Council Rules of Procedure)

A handwritten signature in black ink, appearing to read "Tanaka Vercher". The signature is written in a cursive, somewhat stylized font.

Tanaka Vercher
Councilmember, District 28

Electronic Signature Page

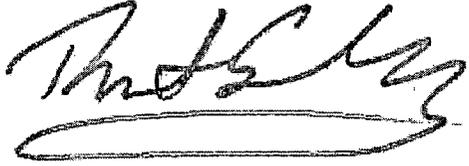
(Attach to Legislation Pursuant to Rule 8 of the Council Rules of Procedure)

Mary Carolyn Roberts

Mary Carolyn Roberts
Councilmember, District 20

Electronic Signature Page

(Attach to Legislation Pursuant to Rule 8 of the Council Rules of Procedure)

A handwritten signature in black ink, appearing to read "Rob Swope", with a long horizontal flourish underneath.

Robert Swope

Councilmember, District 4

GRANT APPLICATION SUMMARY SHEET

Grant Name: Emergency Management Performance Grant (EMPG) 18-21

Department: OFFICE OF EMERG. MGMT.

Grantor: U.S. DEPARTMENT OF HOMELAND SECURITY

Pass-Through Grantor (If applicable): TENN. EMERG. MGMT.

Total Applied \$188,350.00

Metro Cash Match: \$188,350.00

Department Contact: Drusilla Martin
862-5462

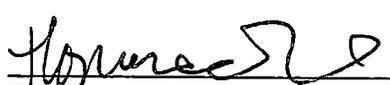
Status: CONTINUATION

Program Description:
Funding to sub-size Emergency Management Program for Nashville/Davidson County.

Plan for continuation of services upon grant expiration:
Contingent upon availability of funds.

APPROVED AS TO AVAILABILITY OF FUNDS:

APPROVED AS TO FORM AND LEGALITY:

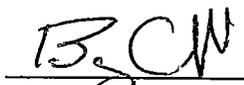


Director of Finance **6-13-19**
Date

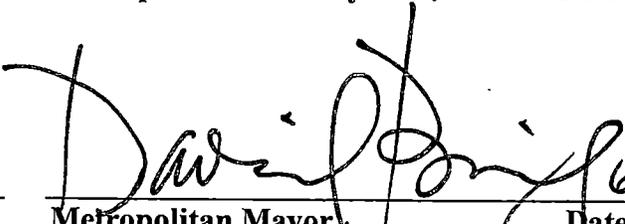


Metropolitan Attorney **6/13/19**
Date

APPROVED AS TO RISK AND INSURANCE:



Director of Risk Management Services **6/13/19**
Date



Metropolitan Mayor **6.13.19**
Date
(This application is contingent upon approval of the application by the Metropolitan Council).



David Briley, Mayor

OFFICE OF EMERGENCY MANAGEMENT
EMERGENCY OPERATIONS CENTER
Director William Swann

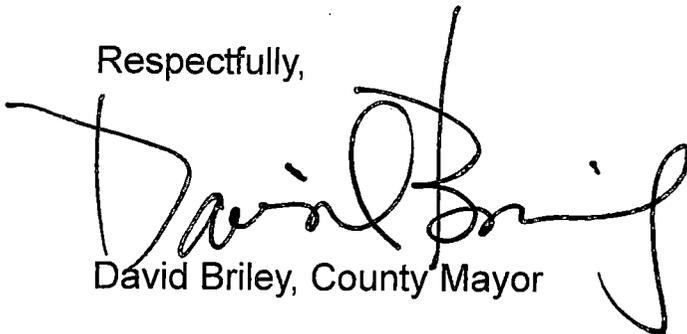
June 10, 2019

TEMA Middle Region
Attn: Mr. Chris Johnson
3041 Sidco Drive
Nashville, Tennessee 37204

Dear Mr. Johnson:

Davidson County is requesting continuation of EMPG funding for FFY 2019. If any additional funding becomes available please keep us in mind. Please contact me or William Swann, EMA Director/Director Chief if you have any questions and thank you for your consideration in this matter.

Respectfully,



David Briley, County Mayor

cc: District Ch. Jay Servais – District Coordinator

2019 EMERGENCY MANAGEMENT PERFORMANCE GRANT AWARD APPLICATION

Please fill out this application and return it to your regional office.

APPLICANT:

I would like to participate in the 2019 Emergency Management Performance Grant (EMPG) Program. (Please submit a letter from your county Mayor requesting participation in this program).

I would NOT like to participate in the 2019 Emergency Management Performance Grant (EMPG) Program.

If applying for participation, please read and fill out next step:

This is a 50% matching program. Please list the 2019 EMPG eligible budget amount.

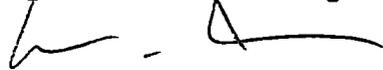
2019 EMPG Eligible Budget Amount:

\$777,800

Remember, in addition to the ability of local government to provide the 50% match, requirements for entry and continuation in the program include:

- an Emergency Management Agency established by local ordinance/laws
- having a full-time Emergency Program Manager
- compliance with Title VI of the Civil Rights Act of 1964
- having an approved human resources merit system
- having a State approved Basic Emergency Operations Plan (BEOP)
- compliance with the Tennessee Code Annotated (TCA- 58) on Emergency Management (EM)
- maintaining and operating the *Tennessee Early Warning Advisory System (TEWAS)* phone in the 24-hour warning point.
- Compliance with the National Incident Management System (NIMS)

Signature of Authorizing Official (EMA DIRECTOR)



Name and Title (Type or Print)

William Swann, Director Chief/EMA Director

Phone Number including (Area Code)

615-862-5424





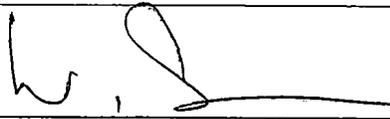
<i>Task/Program Elements</i>	<i>Projected Quarter Completion</i>
EMAP STANDARD 3.1 – Program Administration, Plans & Evaluation	
<ul style="list-style-type: none"> Review Basic Emergency Operations Plan annually and update as required. 	4 th Quarter
<ul style="list-style-type: none"> Annual Program Worksheet is completed and signed by County Emergency Management Director. 	1 st Quarter
EMAP STANDARD 3.2 – Program Coordinator	
<ul style="list-style-type: none"> Current letter of appointment is on file with TEMA. 	1 st Quarter
<ul style="list-style-type: none"> Director or designee will attend regional directors’ meetings 	On Occurrence
EMAP STANDARD 3.3 – Advisory Committee	
<ul style="list-style-type: none"> EM Advisory Committee meet on a regular basis and includes the “whole community” approach to EM. (if applicable) 	On Occurrence
EMAP STANDARD 4.1 – Administration and Finance	
<ul style="list-style-type: none"> Submit Staffing Pattern and Salary and Benefits form to the regional office with a letter from County Mayor requesting EMPG funding for the next FFY by 30 June. 	3 rd Quarter
<ul style="list-style-type: none"> Ensure all files relating to emergency management funding and activities are current and open for review. 	Quarterly
<ul style="list-style-type: none"> Submit Quarterly Activity Reports by the 15th day of each new federal fiscal quarter to the Regional Office. 	Quarterly
<ul style="list-style-type: none"> Submit quarterly Funding Certification with supporting documentation by the 15th day of each new federal fiscal quarter to the Regional Office. 	Quarterly
EMAP STANDARD 4.2 – Laws and Authorities	
<ul style="list-style-type: none"> Review the Local Ordinance/Executive Order that established the Local EMA Office and up-date the document as needed to remain in compliance with the TCA, Title 58-Chapter 2, Part 1 (Disasters, Emergencies and Civil Defense.) 	1 st Quarter
EMAP STANDARD 4.3 – Hazard Identification & Risk Assessment	
<ul style="list-style-type: none"> Review the counties Hazard and Vulnerability Assessment and make adjustments as needed. 	3 rd Quarter
EMAP STANDARD 4.4 – Hazard Mitigation	
<ul style="list-style-type: none"> Review and update Hazard Mitigation Plan as needed/required 	3 rd Quarter
EMAP STANDARD 4.5 – Prevention and Security	
<ul style="list-style-type: none"> Be an active member of the Homeland Security District; attend meetings and insure the county is meeting district goals and objectives. 	Quarterly
EMAP STANDARD 4.6 – Planning	
<ul style="list-style-type: none"> Review and update Annex and ESFs to the BEOP as required 	4 th Quarter
<ul style="list-style-type: none"> Attend LEPC meetings and provide a copy of each LEPC meeting minutes to the Regional Office 	On Occurrence

EMAP STANDARD 4.7 – Incident Management	
<ul style="list-style-type: none"> Report incidents and missions to the SEOC/SWP and/or regional office in a timely manner. Note mission and incident and other EM activities in the quarterly report. Utilize TEMA’s WebEOC as a disaster management/information tool 	<p>On Occurrence</p> <p>Quarterly</p> <p>On occurrence</p>
EMAP STANDARD 4.8 – Resource Management and Logistics	
<ul style="list-style-type: none"> Develop/update Resource management SOG for the County 	1 st Quarter
EMAP STANDARD 4.9 – Mutual Aid	
<ul style="list-style-type: none"> Review Established procedures for requesting and receiving Mutual Aid Resources based local agreements and state law. 	4 th Quarter
EMAP STANDARD 4.10 – Communications and Warning	
<ul style="list-style-type: none"> Test local communications and warning systems on a regular basis. Establish connectivity with Tennessee Early Warning Advisory System (TEWAS) to the 24-hour warning point and check monthly. Update key elected and appointed officials contact list using state provided format on a quarterly basis. 	<p>Monthly</p> <p>Monthly</p> <p>Quarterly</p>
EMAP STANDARD 4.11 – Operations and Procedures	
<ul style="list-style-type: none"> Ensure operational checks are performed on all assigned radiological detection equipment. Review and update operational checklist for EOC activation. Review and update operational checklists for CRP and POD operations 	<p>Quarterly</p> <p>2nd Quarter</p> <p>2nd Quarter</p>
EMAP STANDARD 4.12 – Facilities	
<ul style="list-style-type: none"> Ensure the program has a primary and alternate facility identified and capable of coordinating and supporting sustained response and recovery operations. 	1 st Quarter
EMAP STANDARD 4.13 – Training	
<ul style="list-style-type: none"> Develop a Multi-Year Training Plan (2 year) Complete the annual NIMS reporting tool as required Maintain records on NIMS requirements and encourage all agencies to meet the training objectives. Demonstrate a good faith effort in coordinating and conducting required NIMS training for EM personnel in accordance with NIMS recommendations Coordinate and conduct specialty, hazardous materials and general emergency management training for the jurisdiction’s response personnel. Director or designee attends the TEMA/EMAT Annual Training Workshop. 	<p>4th Quarter</p> <p>As required</p> <p>Quarterly</p> <p>3rd Quarter</p> <p>As required</p> <p>On Occurrence</p>



<p>Note: Should the Director or designee not be able to attend due to unforeseen circumstances, an extraordinary circumstance statement should be submitted to the Regional Administrator before the conference date.</p> <ul style="list-style-type: none"> • Complete WebEOC Training • Complete Damage Assessment/Initial Impact Assessment Training • Emergency Management Director and paid staff receiving EMPG funding must complete the Independent Study Professional Development Series courses and complete the basic NIMS training as required. 	<p>2nd Quarter 2nd Quarter Quarterly</p>
<p>EMAP STANDARD 4.14 – Exercises, Evaluations and Corrective Actions</p>	
<ul style="list-style-type: none"> • Complete/update the multi-year exercise plan based on local hazards. • EMPG funded positions will participate in a minimum of 3 exercises and submit required documentation as required by EMPG Guidance (An actual occurrence may NOT be substituted for an exercise.) • Local EMA to participate with Severe Weather Awareness Week activities. 	<p>4th Quarter Quarterly 2nd Quarter On Occurrence</p>
<p>EMAP STANDARD 4.15 – Crisis Communications, Public Education and Information</p>	
<ul style="list-style-type: none"> • Provide public education, information programs and presentations that provide education and information through the whole cycle of emergency management: preparedness, response, recovery and mitigation. 	<p>As requested</p>

William Swann
(Print) Local Director


Signature

6-11-19
Date

(Print) District Coordinator

Signature

Date

(Print) Regional Administrator

Signature

Date Approved

RADIO COMMUNICATIONS PLAN

	Incident Name	Date/Time Prepared	Operational Period Date/Time
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Ch #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode A, D or M	Remarks
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Prepared By	Location: County- State-Tn
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The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

SCHEDULE OF SALARY AND BENEFITS FOR FFY 2019

PAID BY

DAVIDSON COUNTY

EMPLOYEE: Rodonna Robinson POSITION: OEM Operations Manager

GROSS ANNUAL SALARY \$ 64,751.55

BENEFITS PAID BY COUNTY:

FICA-EMPLOYER'S PART \$ 4,953.49 % 7.65

RETIREMENT – EMPLOYER'S PART \$ 7,990.34 % 12.34

HEALTH INSURANCE – EMPLOYER'S PART \$11,900

NOTE: COMPLETE THIS FORM FOR EACH EMPLOYEE.

SCHEDULE OF SALARY AND BENEFITS FOR FFY 2019

PAID BY

DAVIDSON COUNTY

EMPLOYEE: Horace Scott Harris

POSITION: OEM Field Ops Coordinator

GROSS ANNUAL SALARY

\$66,732.46

BENEFITS PAID BY COUNTY:

FICA-EMPLOYER'S PART

\$ 5,105.03 % 7.65

RETIREMENT – EMPLOYER'S PART

\$ 8,234.79 % 12.34

HEALTH INSURANCE – EMPLOYER'S PART \$ 11,900

NOTE: COMPLETE THIS FORM FOR EACH EMPLOYEE.

SCHEDULE OF SALARY AND BENEFITS FOR FFY 2019

PAID BY

DAVIDSON COUNTY

EMPLOYEE: Angela Roscoe

POSITION: OEM Grants Coordinator

GROSS ANNUAL SALARY \$ 45,620.48

BENEFITS PAID BY COUNTY:

FICA-EMPLOYER'S PART \$ 3,421.54 % 7.65

RETIREMENT – EMPLOYER'S PART \$ 5,629.57 % 12.34

HEALTH INSURANCE – EMPLOYER'S PART \$ 11,900

NOTE: COMPLETE THIS FORM FOR EACH EMPLOYEE.

SCHEDULE OF SALARY AND BENEFITS FOR FFY 2019

PAID BY

DAVIDSON COUNTY

EMPLOYEE: Brian S. Jackson POSITION: OEM Communications Officer

GROSS ANNUAL SALARY \$ 33,509.38

BENEFITS PAID BY COUNTY:

FICA-EMPLOYER'S PART \$ 2,563.47 % 7.65

RETIREMENT – EMPLOYER'S PART \$4,135.06 % 12.34

HEALTH INSURANCE – EMPLOYER'S PART \$ 11,900

NOTE: COMPLETE THIS FORM FOR EACH EMPLOYEE.

SCHEDULE OF SALARY AND BENEFITS FOR FFY 2019

PAID BY

DAVIDSON COUNTY

EMPLOYEE: Scott Kimbrough **POSITION:** OEM Communications Officer

GROSS ANNUAL SALARY **\$ 30,914**

BENEFITS PAID BY COUNTY:

FICA-EMPLOYER'S PART **\$ 2,364.92 % 7.65**

RETIREMENT – EMPLOYER'S PART **\$ 3,814.79 % 12.34**

HEALTH INSURANCE – EMPLOYER'S PART **\$ 11,900**

NOTE: COMPLETE THIS FORM FOR EACH EMPLOYEE.

FEDERAL EMERGENCY MANAGEMENT AGENCY
EMERGENCY MANAGEMENT ASSISTANCE STAFFING PATTERN

FISCAL YEAR

2019

OMB NO. 3067-0090

NAME OF ORGANIZATION STATE TENNESSEE DATE

(1) POSITION TITLE	(2) GROSS ANNUAL SALARY (Fed. Share)	(3) FEMA FUNDING PROGRAM	(4) WORK YEARS	(5) DATE HIRED OR VACANCY (Mo/Yr)	(6) REMARKS (Name - Optional)
OEM Operations Mgr	64,751.55	EMPG	24	10/20/1995	
OEM Field Ops Coord	66,732.46	EMPG	25	3/14/1994	
OEM Grants Coordinator	45,620.48	EMPG	17	7/16/2002	
OEM Communications Supv	37,588.47	EMPG	16	2/1/2003	
OEM Planning/Training Coord	54,744.29	EMPG	16	7/16/2003	
OEM Communications Officer	33,509.38	EMPG	17	4/2/2012	
OEM Communications Officer	30,914.00	EMPG	2	9/11/2017	
OEM Communications Officer	33,509.38	EMPG	17	6/4/2012	
OEM Communications Officer	34,002.16	EMPG	10	10/12/2009	
OEM Communications Officer	31,200.00	EMPG	0.00		
TOTAL	432,572.17				0.00

PROPOSED LOCAL EMA BUDGET FOR FFY-2019

DAVIDSON COUNTY

<u>Line Item</u>	<u>2019 Budget</u>
Salaries (Split between match and salary for accounting purposes)	\$436,200
Employee Benefits	\$156,300
Utilities	\$0
EMA Office space rental (not eligible if you have Federally funded EOC)	\$0
Telephone & Long Distance	\$39,400
Cellular Phones & Pagers	\$1,000
EM Travel (Must attach Vehicle Log)	\$0
EM Office Supplies/Postage/Etc.	\$800
EM Vehicle Repair/Maint/Fuel	\$25,900
Equipment Repair/Maint	\$2,100
Replacement/Upgrade Cost	\$0
User Fees	\$0
Sanitation including Janitorial Service for building	\$0
Dues & Subscription Fees (Including EMAT)	\$5,100
Property & Liability Insurance	\$0
Vehicle Insurance	\$0
Total	\$666,800