



**TO:** Elizabeth A. Pauli, City Manager  
**FROM:** Ute Scofield, Emergency Manager, Tacoma Fire Department  
Toryono Green, Fire Chief, Tacoma Fire Department  
**COPY:** City Council and City Clerk  
**SUBJECT:** Resolution – Promulgation of Revised City of Tacoma Comprehensive Emergency Management Plan – July 21, 2020  
**DATE:** July 6, 2020

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**SUMMARY AND PURPOSE:**

A resolution approving and promulgating the City of Tacoma Comprehensive Emergency Management Plan. [Ute Scofield, Emergency Manager; Toryono Green, Fire Chief]

**BACKGROUND:**

This recommendation is based on the State of Washington’s requirement (RCW 38.52.070) that every jurisdiction that desires recognition as an emergency management organization must produce and keep current a Comprehensive Emergency Management Plan (CEMP). The CEMP is a required component for the City to be recognized by the federal/state government as a direct recipient of disaster relief funding. In the absence of this document, all federal/state funding received for a disaster within the City of Tacoma would be directed to Pierce County for distribution, as determined by Pierce County. The current City of Tacoma CEMP is due for an update by July 31, 2020.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

The CEMP is a document that is intended to represent the interests of the whole community. As a public document, it informs and recommends opportunities for the City, and all its residents and visitors, to increase the understanding of current and future risks, as well as preparedness for and resiliency against those risks. Emergency Management staff engaged with 28 internal stakeholders, including all City departments, and 14 external organizations, including other government agencies and community partners. Emergency Management staff reached out to representatives of underserved populations, such as the Tacoma Area Coalition of Individuals with Disabilities, to ensure inclusion and identify continuous improvement opportunities for planning and preparedness. The diversity of our City means there can be no single approach to increasing community member understanding of and preparedness for disasters. Therefore, one of the goals of emergency management staff and the CEMP is to identify the needs of the community and offer multiple avenues for increasing success in both outreach and engagement.

**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:**

Promulgation of the updated Comprehensive Emergency Management Plan allows for the continued existence of the Tacoma Emergency Management Program and the ability to apply for and receive federal emergency management grant funding. This funding source allows for additional planning, preparedness, and educational opportunities for the benefit of our underserved and inequitably served population. The creation of a Whole Community Emergency Management Working Group will allow us to identify gaps and inequities at the community level and gather information and suggestions to build and provide a stronger barrier-free program to provide education and training at all level in our community to strengthen preparedness and survivability during and after emergencies/disasters.



**Economy/Workforce:** *Equity Index Score:* Low Opportunity

Increase the number of infrastructure projects and improvements that support existing and new business developments.

**Education:** *Equity Index Score:* Moderate Opportunity

Increase the number of quality out of school time learning opportunities distributed equitably across the city.

**Civic Engagement:** *Equity Index Score:* High Opportunity

Increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma.

Increase the number of residents who participate civically through volunteering and voting.

**Livability:** *Equity Index Score:* Very High Opportunity

Increase positive public perception of safety and overall quality of life.

Improve health outcomes and reduce disparities, in alignment with the community health needs assessment and CHIP, for all Tacoma residents

**Explain how your legislation will affect the selected indicator(s).**

**Economy/Workforce:** Mitigation planning offers additional funding opportunities related to infrastructure projects the City does not currently have the budget to implement.

**Education, as well as Civic Engagement:** The CEMP and Emergency Management program offers opportunities to educate the public on personal disaster preparedness through volunteer engagement utilizing the Community Emergency Response Team (CERT) training program, public presentations, and other programs that empower residents in the community.

**Livability:** The CEMP is a public document that outlines the capabilities of the City of Tacoma. Seeing that level of readiness and capability offers comfort to our residents, knowing our City is preparing to be ready and resilient in the wake of any emergency or disaster.

**ALTERNATIVES:**

Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
The City can relinquish its current recognition as an emergency management organization and contract emergency management services from the Pierce County Department of Emergency Management.	The City saves on the cost of one position's salary/benefits.	All federal and state disaster relief funding would be directed to Pierce County for distribution. Reduced decision-making capability and capacity to prioritize the City of Tacoma's needs; Tacoma will have to compete with all other political subdivisions of the county. Reduced direct impact on the City's disaster preparedness capabilities, as well as public engagement and education.



**EVALUATION AND FOLLOW UP:**

The Emergency Management program is developing a committee consisting of representatives from all City departments and external partners. This committee will meet at least quarterly to discuss any opportunities for improvement. A five-year continuous improvement plan is outlined within the CEMP that contains annual project management milestones for all five components: prevention, protection, mitigation, response, and recovery. Part of developing a CEMP is a requirement to conduct an annual review of any component of the plan; however, this annual review does not require promulgation as it is part of plan maintenance and often linked to after-action reviews following any incidents, exercises, or training. Tacoma's Emergency Management program participates in the County's Risk Subcommittee to align improvement planning with annually identified, countywide capability gap assessments. Washington State law also requires that all CEMPs are submitted to the state's Emergency Management Division for review once every five years, of which a report may be generated to indicate any additional opportunities for improvement based on industry best practices.

**STAFF/SPONSOR RECOMMENDATION:**

Staff recommends the City Council approve and promulgate the updated City of Tacoma Comprehensive Emergency Management Plan by resolution to retain the City of Tacoma's recognition as a local emergency management organization and the ability to directly receive disaster relief funding.

**FISCAL IMPACT:**

There is no fiscal impact.