



**Public Safety/Legal Committee  
City Hall – 200 NE Moe Street  
3rd Floor Conference Room**

|                          |   |                   |                 |
|--------------------------|---|-------------------|-----------------|
| <b>Subject</b>           | <b>Regular Meeting Minutes</b>  | <b>Date</b>       | <b>12/16/15</b> |
| <b>Recorder</b>          | Sue Rufener   | <b>Start Time</b> | <b>4:00 PM</b>  |
| <b>Committee Chair</b>   | CC Kenneth Thomas   | <b>End Time</b>   | <b>5:00 PM</b>  |
| <b>Committee Members</b> | CM Jeff McGinty; CM Jim Henry; CM Kenneth Thomas  |                   |                 |
| <b>Staff present</b>     | Mayor Becky Erickson; Chief Al Townsend; Judge Jeff Tolman; Linda Baker; Deputy Chief John Halsted; Debbie Booher; Guest Kim Colebrook; Guest DP Thom Alpaugh |                   |                 |

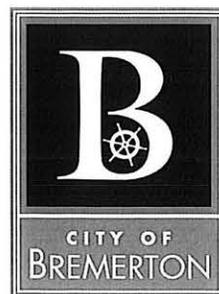
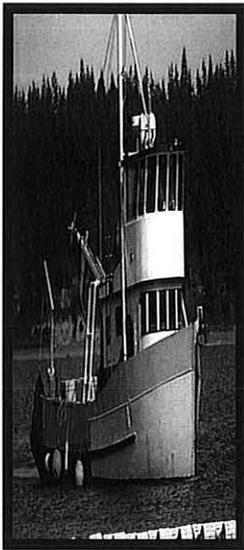
**Agenda**

| No.       | Topic   | Action/Recommendation/Discussion   |
|-----------|---|--|
| <b>1.</b> | <b>Administrative:</b>  | Started: 1601  |
|           | a. Approval of November minutes                                   | Approved   |
|           | b.  |  |
| <b>2.</b> | <b>Questions &amp; Concerns of the Committee:</b>                 |  |
|           | a. Behavioral Health Specialist (Mayor)                           | The Mayor discussed how the Behavioral Health Specialist is working with a number of folks intensively; more folks in other ways; grant time is up coming and looking at getting possibly 3 more. The Mayor, Judge Tolman and PD Alpaugh all spoke as to how well the program is working.                                  |
|           | b. Residential parking standards & enforcement – a report (Mayor) | The Mayor discussed meeting with a number of the City departments in regards to the difficulty of some residential parking and how they will be working collectively on finding solutions.   |
|           | c. Poulsbo Preparedness Day – CM Thomas                           | CM Thomas discussed a citizen initiated project for disaster preparedness for Poulsbo – he introduced Kim Colebrook who gave a brief presentation of how he is working to get folks together to map their neighborhoods in preparedness for a disaster. CM Thomas made the suggestion of using HOA's as points of contact. |
| <b>3.</b> | <b>Municipal Court:</b>   |  |
|           | a. Fines  | Judge Tolman discussed how it appears that more folks are actually paying their lesser fines   |
|           | b. Thom Alpaugh – Public Defender                                 | Thom Alpaugh was introduced and discussed his position as Public Defender; how it is a very busy position; discussed his goals; gave a bit of his background; spoke of how things are working cohesively.  |
|           |   |  |
| <b>4.</b> | <b>Police:</b>  |  |
|           | a. Demonstration of Body Cameras and Review of footage            | Tabled for January meeting   |
|           | b. Traffic enforcement on 4 <sup>th</sup> Ave                     | Chief discussed how the traffic on 4 <sup>th</sup> Ave NE is one of the highest enforced streets in PB – largest ticket count – DC Halsted gave some statistics on vehicle counts and speeds   |
|           | c. Review of Court Security/EHM agreement with                    | Chief spoke of the ILA with the City of Bremerton; discussed how the   |

|  |   |  |
|--|---|--|
|  | Bremerton   | employee from Bremerton would work; discussed hours and jobs; currently working out logistics of using PB's court security vehicle; CA Baker discussed how the monitoring can be done remotely and will be tracked by BPD; Will still be using Poulsbo's monitoring equipment; ILA will be presented @the 01/06/16 Council Meeting |
|  | <b>d.</b> Review of Comprehensive Emergency Management Plan | Chief spoke briefly of the KCCEMP; looking at combining EOC with the Fire Department   |
|  | <b>e.</b> Traffic Safety Task Force Agreement               | Chief discussed that the agreement has not changed and is essentially information on it being renewed  |
|  |   |  |
|  | <b>Adjourn. Next meeting January 20 2016</b>                |  |
|  |   |  |

# KITSAP COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

2015



# KCDEM

## KITSAP COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT

Michael S. Gordon,  
Director



KITSAP COUNTY  
EMERGENCY  
MANAGEMENT  
COUNCIL - 2015

Kitsap County  
Commissioner  
Edward E. Wolfe, Dist. 3  
Council Vice-Chair

City of Bainbridge  
Island  
Representative Anne  
Blair

City of Bremerton  
Mayor Patty Lent

City of Poulsbo  
Mayor Becky Erickson

City of Port Orchard  
Mayor Tim Matthes,  
Council Chair

The Kitsap County Department of Emergency Management sincerely appreciates the cooperation and support from those agencies, departments, and local jurisdictions that have contributed to the revision and publication of the 2015 Kitsap County Comprehensive Emergency Management Plan (CEMP). Coordination of the Plan represents a committed and concerted effort by county/city agencies and local jurisdictions to emergency management. The Plan demonstrates the ability of a large number of agencies to work together to achieve a common goal.

The CEMP was revised through the synergistic effort of many agencies in Kitsap County. A major revision to the CEMP is the integration of the 4 Cities and County CEMPs into one document representing a common strategic plan to mitigate, prepare, respond and recover from disasters in Kitsap County. This represents a holistic approach to a multi-agency and common picture response for the protection of the citizens of Kitsap. The Department of Emergency Management coordinated with many groups to provide a forum for those with identified responsibilities in the CEMP. They participated in planning and coordinating emergency management activities in order to identify, develop, maintain, and enhance county emergency management capabilities.

The CEMP is one of the many efforts to prepare all people in Kitsap County for emergencies or disasters. The CEMP is formatted to be consistent with the State Comprehensive Emergency Management Plan as well as the National Response Framework, complete with Emergency Support Functions (ESFs), or single function activities.

The 2015 CEMP supersedes the Kitsap County and Cities of Bainbridge Island, Bremerton, Poulsbo, and Port Orchard CEMPs. As a multi-government document, the CEMP includes executive head resolutions signing this CEMP into public law.

Thank you for your continued support to our community emergency management and disaster planning efforts in Kitsap County.

Mike Gordon  
Director

# KITSAP COUNTY, WASHINGTON COMPREHENSIVE EMERGENCY MANAGEMENT PLAN CEMP 2015

## Executive Summary

CEMP 2015 is a comprehensive strategy for the management of disasters in Kitsap County. It is designed to provide an overall approach to emergency response and recovery and the collaboration of County and City governments and support agencies to provide essential measures to preserve life and protect citizens from disasters. The plan is based on providing a well-rounded ongoing program for emergency prevention, preparedness, mitigation, response and recovery activities and to encourage citizens, governments, business, and other organizations to prepare for disasters. It is an all-hazards plan for all types of hazards and to cover the geographic area of Kitsap County.

CEMP 2015 provides information for County/City Governments to prepare themselves to respond to disasters using a systematic response network and a comprehensive training and exercise program to insure local responders including City/County employees are prepared to respond to emergencies, support ongoing Emergency Operation Center (EOC) activities and provide a safe and secure environment for its citizens.

CEMP 2015 is a product of the coordinated planning efforts between the Kitsap County Department of Emergency Management, County Departments, emergency management representatives from selected political jurisdictions, and selected private and volunteer sector interests. It meets the requirements of RCW 38.52, WAC 118-30, FEMA's Comprehensive Preparedness Guide CPG-101 and the Washington State Emergency Management Division's Comprehensive Emergency Management Supplemental Planning Guide, and FEMA's guidance on the National Response Framework and the National Incident Management System (NIMS) compliance.

The Kitsap County CEMP 2015 is organized in three parts:

- A. **The Basic Plan and Appendices.** The Basic Plan outlines the disaster missions and responsibilities of County and City Governments, branches and departments. It also incorporates the Direction and Control appendix from the previous Kitsap County CEMP in an effort to consolidate and streamline the critical information needed for an incident. The Appendices to the Basic Plan include a variety of topics such as terms and definitions, acronyms and abbreviations, legal authorities, and training requirements.
- B. **Emergency Support Functions (ESFs)** describe the policies, situation, planning assumptions, concept of operations, and responsibilities for each ESF for Kitsap County/City Governments and agencies.

D. **Support Annexes** are plans that define strategies for planning and managing emergency management core functions and delineate specific instruction, roles and responsibilities, and concepts of operations for responsible agencies. The annexes are:

- A. Multi-Hazard Mitigation Plan
- B. Emergency Operations Plans
- C. Terrorism Plan
- D. Disaster Recovery Plan
- E. Continuity of Operations (COOP) Plan (under development)
- F. Animal Emergency and Disaster Preparedness Plan
- G. Local Emergency Planning Committee (LEPC) for Hazardous Materials Events
- H. Vulnerable Population Plan

These plans are revised and promulgated separately from this plan and play an important role in defining specific agencies and procedures for responding successfully to these important functional areas.

The CEMP has been significantly revised in 2015 to consolidate the Kitsap County CEMP 2010 with the CEMPs of the cities of Bainbridge Island, Bremerton, Poulsbo, and Port Orchard. Kitsap Department of Emergency Management is governed by an Interlocal Agreement with each of these entities to provide day-to-day emergency management services as well as support mitigation, preparedness, response and recovery activities to the entire County. As such, one consolidated CEMP brought all jurisdictions under one Emergency Management umbrella designed to incorporate them into a collaborative process and streamline consistent approach to emergency management principles and services.

To support strategic and tactical support of emergency management, along with this new CEMP, each jurisdiction will have an updated Emergency Operations Plan that will define details such as specific roles and responsibilities or facilities for emergency response based on strategies outlined in CEMP 2015.

This CEMP includes numerous revisions:

- Reformatted for consistency, new maps and other exhibits
- Updated information based on revised Hazard Identification and Assessment 2015
- The incorporation of cities authority, roles and responsibilities
- Revised information on the role and responsibility of Kitsap County Department of Emergency Management
- Revised organizational charts for Emergency Management day-to day and EOC operations
- Major revision to “Concept of Operations”
- Revised “Roles and Responsibilities”
- Revised “Training, Exercises and Credentialing”

- New section on “Plan Maintenance”
- Overhaul of all Emergency Support Functions (ESFs)

CEMP 2015 will improve the capability of Kitsap County and its Cities to understand the holistic approach to a county-wide response using the same concepts and principles for successful in disaster response and recovery that will minimize loss of life, stabilize events quickly, and reduce long term recovery efforts.

Pursuant to Kitsap County and the Cities of Bainbridge Island, Bremerton, Poulsbo, and Port Orchard Codes and Ordinances for Emergency Management, and RCW 38.52, this CEMP is set forth and each Government and its departments and those agencies with roles outlined in the document, is directed to be knowledgeable of its contents and be prepared to respond and/or support response efforts when called upon.

The Kitsap County Department of Emergency Management and at the direction of the Emergency Management Council, will annually test the plan through planned training and exercises, conduct period plan maintenance, and continue to coordinate revisions recommended by stakeholders.