

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** February 20, 2025

**RE:** Community Emergency Preparedness Fund – Emergency Operations Center Tools and Training 2025.docx

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**Administrative Recommendation:**

THAT the Regional District of Okanagan-Similkameen submit a joint application under the 2025 UBCM Community Emergency Preparedness Fund – Emergency Operations Centre Equipment & Training Grant for \$200,000 and manage the grant on behalf of the District of Summerland, Town of Osoyoos, Town of Oliver, and Village of Keremeos.

**Purpose:**

To secure Provincial funding for regional Emergency Operations Centers (EOC) to enhance regional capacity to respond to emergencies and disasters.

**Business Plan Objective:** *(Tie to current RDOS Business Plan)*

Objective 4.2 – Support Protective Services

**Background:**

The EOC supports and coordinates the regional response to emergencies. The RDOS is responsible for emergency preparedness and response operations in seven (7) Electoral Areas, the Town of Oliver, Town of Osoyoos, and Village of Keremeos. The RDOS Protective Services team works in collaboration with District of Summerland personnel to support emergency preparedness and response activities.

The Union of British Columbia Municipalities' (UBCM) Community Emergency Preparedness Fund (CEPF) - Emergency Operations Centre Equipment & Training Grant is intended to support eligible applicants to purchase equipment and supplies to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training, exercises, and salaries.

The Regional District has successfully applied for this grant in 2018, 2019, 2020, 2021, 2022, 2023, and 2024, often in partnership with Municipal and First Nations partners.

The funding has supported the procurement of key resources and technology upgrades for regional EOCs, the RDOS mobile EOC Trailer and Mobile Command Centre, as well training and exercises for regional personnel.

### **Analysis:**

This grant will enhance emergency preparedness regionally. It will support responder efficacy and safety when responding to rural and remote emergencies. Additionally, the grant will allow better collaboration between EOCs and the consolidation of EOCs, when responding to large scale affected multiple jurisdictions requiring a unified response.

### **Key Areas in the grant:**

- **Supplies & Equipment:** Smart board displays will be procured to improve coordination and situational awareness in the EOC. GIS, Rapid Damage Assessment, and Responder Kits will be purchased so support remote functionality, on-site safety, and communication and accountability procedures during emergency.
- **Training and Exercises:** Funds will be used for the facilitation of trainings and exercise throughout the regional, including facilities rental, food and refreshments, and travel costs.
- **Personnel – Salary and mandatory employment related costs:** In recognition of the growing scope of responsibilities of the RDOS Protective Services team, the grant will request funding for an additional FTE position to support response operations, and the coordination and administration of projects.

### **Financial Implications:**

The project is fully grant-funded and does not require any financial contribution from the RDOS Board.

### **Alternatives:**

The RDOS Board may choose not to support this grant application.

### **Communication Strategy:**

Upon approval by the Board and successful receipt of funding, the RDOS will issue a formal information release through its website and social media platforms to announce the achievement.

### **Respectfully submitted:**

*"Shane Houlihan"*

S. Houlihan, Emergency Program Coordinator

### **Endorsed by:**

*"insert digital signature; or name in italics"*

XXX, Senior Manager

