April 8, 2015

Commissioner Tony Hyde, Policy Committee chair
Attention: Denise Barrett, RDPO manager
Regional Disaster Preparedness Organization
1221 SW 4th Ave., Room 110
Portland, OR 97204

Subject: CLARK COUNTY AND VANCOUVER JULY 1, 2015 – JUNE 30, 2016 DUES FOR REGIONAL DISASTER PREPAREDNESS ORGANIZATION

Dear Ms. Barrett,

On behalf of Clark County's Board of County Councilors and the Vancouver City Council, we write regarding our jurisdictions' mutual intent to financially support and fully participate in the Regional Disaster Preparedness Organization (RDPO). We value the information and training the organization brings to the region, and look forward to continuing to craft strategic priorities, fund the work plan, and help sustain the organization's operation and administration.

Please bill Clark County as a Core Group Member for $28,043 and Vancouver as a Contributing Member for $13,247. The addresses are:

Attention: Mark McCauley, Clark County Manager
                        P.O. Box 5000
                        Vancouver, WA 98666

Attention: Eric Holmes, Vancouver City Manager
                        City Hall
                        415 W. 6th St., 2nd Floor
                        Vancouver, WA 98660

Thank you for your effort in this critical line of work.

Sincerely,

Mark McCauley
Clark County Manager

Eric J. Holmes
Vancouver City Manager

Cc: Anna Pendergrass, Clark Regional Emergency Services Agency (CRESA)

Local Cost Share Method – Fiscal Year 2015 (July 1, 2015 – June 30, 2016)[1]

Overview

The RDPO welcomes the financial contributions of its members to help advance its strategic priorities and fund its work plan, as well as to sustain its operations and administration. The organization also relies on and appreciates the in-kind donations (i.e., of agency staff time and technical skills) and other resources that contribute to building and maintaining regional capabilities.

Section VIII.C of the RDPO Intergovernmental Agreement requires the Policy Committee to establish the contribution levels for a member organization to become a "Contributing Member" and have full voting rights. It also requires the Committee to identify the RDPO's core operating and administration costs and establish the method for allocating those costs amongst a core group of Participating Jurisdictions.

The following Local Cost Share Method (LSCM) has been developed to assist the Policy Committee in addressing both of these needs. It also provides guidance for

- Member organizations that would like to contribute to the RDPO but are not able or willing to meet the established levels, or who have no desire to become a Contributing Member with full voting rights; and
- Member organizations that would like to contribute to the RDPO's priority projects in its work plan.

A. Method for Allocating the RDPO's Core Operating and Administration Costs amongst the Core Group Members

The Core Group, as defined in the RDPO Intergovernmental Agreement, refers collectively to the group of Participating Jurisdictions that contribute funds to cover the RDPO's core operating and administration costs. For Fiscal Year 2015, members of the Core Group are Clackamas, Columbia, Multnomah, and Washington counties, together with the City of Portland, in Oregon; Clark County in Washington; and three regional government entities, namely, the Portland area metropolitan service district (Metro), the Tri-County Metropolitan Transit District of Oregon (TriMet), and the Port of Portland. The core operating and administration costs as calculated by the City of Portland for FY2015 come to $175,000 and include the salary, benefits, office, travel, training, and other costs associated with a full-time RDPO Manager based in the City of Portland's Bureau of Emergency Management, the RDPO's Lead Administrative Agency (LAA).

The table below is divided into two subgroups, with the first group (five counties and the City of Portland) covering 80% of the core operating and administration costs (i.e., $140,000) and the second group (the three regional entities) covering the remaining 20% (i.e., $35,000).

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[1] Please refer to the RDPO Intergovernmental Agreement (especially Sections II, IV, and VIII) for more details on the concepts and terms used in this document.

For the five counties, **a population-apportioned allocation methodology** has been applied. Due to the City of Portland making other financial contributions to the RDPO that are not reflected here, its core contribution is included in the Multnomah County contribution. For the regional entities, the same formula that was used in FY2014 is applied for FY2015.

RDPO FY2015 Local Cost Share: Core Group Members

Admin/Operating Costs: $175,000

Five Counties, the City of Portland, Metro, TriMet, and the Port of Portland

Location	2014 Population Estimate*	% of sub-group	Proposed Contribution	
Subgroup I: 80%				
Multnomah County/Portland	765,775	34.64%	$48,497	
Washington County	560,465	25.35%	$35,494	
Clark County	442,800	20.03%	$28,043	
Clackamas County	391,525	17.71%	$24,795	
Columbia County	50,075	2.27%	$3,171	
Sub-Total:	**2,210,640**	**100.00%**	**$140,000**	
Subgroup II: 20%				
Metro		33.33%	$11,667	
TriMet		33.33%	$11,667	
Port of Portland		33.33%	$11,667	
Sub-Total:		**100.00%**	**$35,000**	
Total All Contributions			$175,000	

*Data sources: for Oregon counties, the Population Research Center, Portland State University, July 1, 2014, estimates; for Clark County, the Washington Office of Financial Management, April 1, 2014, estimates.

Note: Core Group members may also contribute funds to projects as they are able and interested in doing so.

B. Method for Calculating the Contributions of Non-Core Group Cities Seeking Contributing Member Status

A member city not in the Core Group wishing to make a financial contribution to the RDPO work plan at or above a level that gives it the designation "Contributing Member" with the associated right to vote on

all RDPO organizational activities, is asked to contribute an amount equal to or greater than the higher of:

1. The smallest amount contributed by one of the Core Group members, which for the FY'15 cycle is $3,171 (Columbia County); or
2. A per capita amount calculated by a) dividing the jurisdiction's population by the Region's population then b) multiplying that number by the annual amount the Core Group contributes to pay for the core operating and administration costs.

   Example: Vancouver (167,400, as per the Washington Office of Financial Management, April 1, 2014 population estimate)
   a) 167,400 ÷ 2,210,640 = 7.57%
   b) 0.0757 x $175,000 = $13,247.5

C. Method for Determining the Contributions of Special Districts Seeking Contributing Member Status

A special district wishing to make a contribution to the RDPO work plan at or above a level that gives it the designation "Contributing Member" with the associated right to vote on all RDPO organizational activities, is asked to contribute according to the following tiered method:

Tier Level	Population Served	Contribution as a Percentage of the Core Group Regional Government Rate
1	> 150,000	100% ($11,667)
2	120,000 – 150,000	80% ($9,334)
3	90,000 – 119,999	60% ($7,000)
4	60,000 – 89,999	40% ($4,667)
5	<60,000	20% ($2,333)

D. Method for Determining the Contributions of Private Sector, Non-governmental and Inter-Governmental Organizations and State and Federal Agencies Seeking Contributing Member Status

The contributions of private sector, non-governmental and inter-governmental organization members and of any state and federal agency members desiring to become Contributing Members shall be determined by the Policy Committee on a case-by-case basis.

E. Other Local Financial Contributions to the RDPO

Any member organization may contribute funds at levels below the thresholds described in Sections A, B C, and D above to help support the RDPO's work plan or a specific project. Only those member organizations whose contributions meet the minimum requirements outlined in this LCSM shall earn both the right to vote on all RDPO organizational activities and the designation, "Contributing Member."

To avoid partial funding of RDPO priority projects, the Steering Committee will be charged with developing and instituting a project funding allocation method.

2014 Achievements & A Look at the Year Ahead

Building A Strong, Impactful Regional Organization

RDPO
Regional Disaster Preparedness Organization
Unified. Prepared. Resilient.

2014 Context: End of Reliable Funding

UASI Grant Awards

|	FY2011	FY2012	FY2013	FY2014
$6,000,000.00				
$5,000,000.00				
$4,000,000.00				
$3,000,000.00				
$2,000,000.00				
$1,000,000.00				
$0.00				

2014 Context: Reduction in Regional Staffing

A Selection of 2014 Achievements

UASI FY'11 and FY'12 Investment Areas:

- Collaborative Planning and Organization

- Interoperable Communications and Information Sharing

- Regional Incident Response and Recovery

- Community and Citizen Preparedness

RDPO

Collaborative Planning and Organization
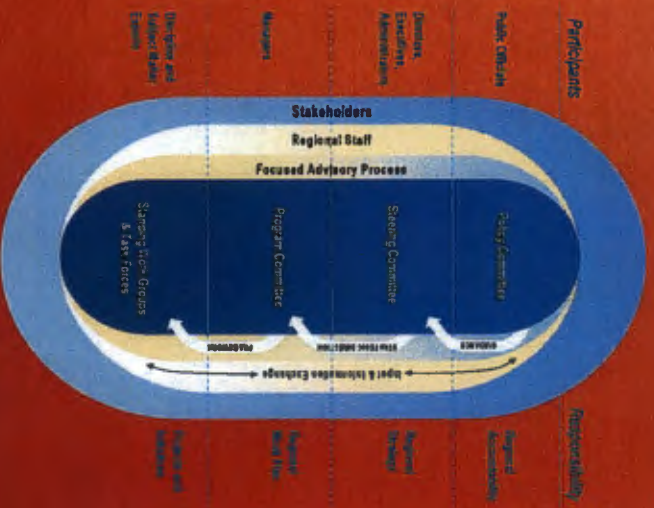
- RDPO Formalization and Sustainment:
  - IGA
  - Established Core Group
  - Local Cost Share Agreement

Collaborative Planning and Organization

Concept of Operations/Plan

for the Regional Multi-Agency Coordination System

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Collaborative Planning and Organization

- Disaster Debris Management Planning Project
- Jurisdictional Authority Report
- Regional Planning Framework
- Planning Toolkit
  - *Clackamas County recently used the planning tool kit to design its disaster debris management planning project*

Collaborative Planning and Organization

- 2014 Threat and Hazard Identification and Risk Assessment (THIRA) Update:
  - Understand disaster impacts
  - Set performance outcomes and targets
  - Estimate resource needs

  to help the Region improve planning, resource investment decisions and other preparedness efforts

Collaborative Planning and Organization

- Several new partners integrated into Regional preparedness (e.g., Animal MACG)

- Increased inter-disciplinary collaboration (e.g., Law Enforcement, Fire/EMS and Marine and Civil Aviation)

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Collaborative Planning and Organization

REMTEC migration into the RDPO

Increase in collaborative projects generated by the Region's emergency managers, including a Shared EOC Regional Training Project that promises to yield resource efficiencies for the participating county and city jurisdictions.

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Collaborative Planning and Organization

Program and Grant Management

Goal: Improve project quality and impact:

- New program management cycle and performance monitoring
- Building and maintaining a pipeline of priority regional projects

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Interoperable Communications and Information Sharing

- **Increased Regional Communications Interoperability:** plan and tactical guide updates, regional standard operating procedures, equipment upgrades, joint training and exercises
- **Increased Situation Assessment Capability (WebEOC and MapperPro tools):** technical enhancements, technical support to 200+ agencies/2,000+ users
- **Support to the completion of RegJIN:** the state-of-the-arts regional law enforcement records management system

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Regional Incident Response and Recovery

Increased Water Interdiction, Search and Rescue Capabilities:
significant investments in vessels, tactical equipment and training

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Regional Incident Response and Recovery

## Increased Aerial Reconnaissance, Interdiction, and Search and Rescue Capabilities:

significant investments in technology/tactical equipment and training of Metropolitan Air Support Team

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Regional Incident Response and Recovery

Increased Explosive Device Detection, Removal and Disposal Capability:

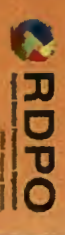significant investments in technology/tactical equipment and training for the Metropolitan Explosive Disposal Unit

RDPO
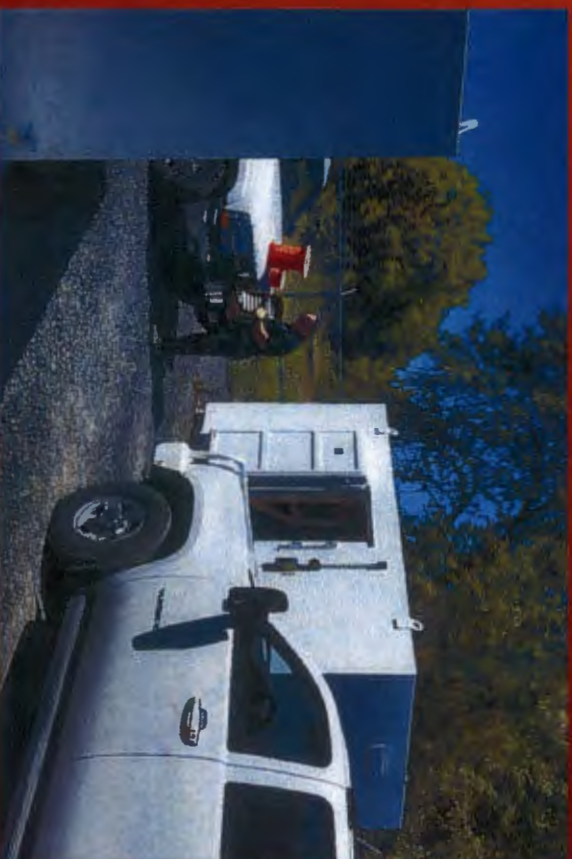
Regional Incident Response and Recovery

Increased Mass Casualty and Mass Fatality Management Capabilities:

significant investments in equipment and training

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Regional Incident Response and Recovery

Increased CBRNE Response Capabilities:
significant investments in equipment and training

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Regional Incident Response and Recovery

Increased Incident Response Capabilities for Public Works:

significant investments in equipment (mobile water treatment plants, messaging sign boards, incident response vehicles)

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Regional Incident Response and Recovery

Other Tactical Response Capabilities Increased through Training Provision:

- Structural Collapse
- Special Events

RDPO

Community and Citizen Preparedness

- Advanced Trainings & equipment/supplies for CERT/NET Teams, Medical Reserve Corps, and Volunteers in Police Service

- Launched Regional Disaster Preparedness Messaging Task Force to coordinate community preparedness and resilience messaging

  Funded translation & reproduction of new Red Cross Prepare! Guide into Vietnamese, Spanish and Large Print versions.

RDPO

2015: The Year Ahead

Building Value, Making Impact with Fewer Resources

RDPO

Continue Strengthening the RDPO

- IGA becomes effective; public launch
- Committee transitions; SOP revisions
- 2015 Budget and Local Cost Share Agreement; secure local and grant funding
- Service Level Agreement (Portland-RDPO PC)
- Increase cross-committee/work group exchanges, awareness, joint projects
- Increase RDPO communication and partnerships (especially in the private sector)

Build the Regional MACS Infrastructure

- Stand up and train the Regional MAC Group and Support Organization

- Exercise the Plan (TTX in 2015; Cascadia Rising 2016)

- Achieve agreement on regional resource ordering protocols with OEM and Oregon Health Authority

RDPO

Commence Regional Fuel Contingency Planning

- Regional Concepts and Objectives Conference: Spring 2015

- New partners (e.g., wholesale and retail fuel suppliers)

- Advocacy opportunities (e.g., fuel supplier back-up power)

RDPO

Determine Direction of Regional Disaster Debris Management Preparedness

- Embrace METRO's new disaster debris management capability
- Exercise the Regional Framework
- Define and implement next phase of work

RDPO

Support Oregon DOJ's Efforts to Strengthen the TITAN Fusion Center

- Fund one analyst; guide work plan development; provide feedback on performance

- Increase communication between the RDPO and TITAN Fusion Center

Design and Launch a Regional Preparedness Messaging Online Platform

- Resilience emphasis (shift from fear-based to empowered)
- Regional brand
- Engage youth

SF72 is San Francisco's hub for emergency preparedness.

RDPO

Assess and Begin to Support Preparedness of Long-Term Care Facilities

- Multiple new partner engagements and networking
- Opportunities to set a baseline for planning and training needs
- Reduce post-disaster risk for highly vulnerable populations

RDPO

Support Organizational Change for Regional Public Health and Medical Preparedness

- Do more with less (funding cuts)
- Consolidate-integrate Northwest Health Preparedness Organization, Cities Readiness Initiative and county public health preparedness programs
  - Funding
  - Program
  - Governance
  - Staffing

RDPO

Implement an Access and Functional Needs Planning Compliance Assessment

- Identify gaps in EOP plans around the region and training needs
- Reduce post-disaster risks for jurisdictions; improve response and recovery performance

RDPO

Update Regional Utility Coordination Plan

- Apply lessons learned from recent storms and urban wild fires
- Update plan to reflect RDPO language

RDPO

Develop EOC and IMT Shared/Stranded Workers Agreements

- Post-disaster human resources strategy: sharing staff between agencies through Mutual Aid