

**Date** March 12, 2020  
**Author** Anita Charest, Emergency Program Coordinator  
**Subject** CEPF – EOC & Training Grant Application 2020

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### REQUEST

To approve the submission of a joint application with the RDEK, District of Invermere and Village of Canal Flats for upgrades to the Regional Emergency Operations Centre (REOC) in Cranbrook as well as municipal Emergency Operations Centres (EOC's) in the District of Invermere and Village of Canal Flats; and to provide additional emergency management training for the region.

### OPTIONS

1. THAT a Community Emergency Preparedness Fund grant application for \$75,000 be submitted for upgrades and equipment for the Regional Emergency Operations Centre in Cranbrook and District of Invermere and Village of Canal Flats Emergency Operations Centres as well as provide additional emergency management training for the region, and that the RDEK to provide overall grant administration.
2. THAT a Community Emergency Preparedness Fund EOC and training grant application not proceed.

### RECOMMENDATION

Option 1

### BACKGROUND/ANALYSIS

The Community Emergency Preparedness Fund is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM).

Eligible activities and expenditures focus on purchase of equipment and supplies to maintain or improve EOC's, training and exercises to increase EOC capacity and establishing emergency communications systems or programs.

Since 2017 & 2018 emergency responses, the East Kootenay Emergency Management Program has continued to try to advance technology and improve working conditions at the Regional EOC to enable the program to better support emergencies in our region.

The following is a general summary of our requests:

#### Training:

- Critical Incident Stress Management training
- Incident Command System (ICS) training
- Rapid Damage Assessment training

- Attendance for Emergency Management staff at Emergency Preparedness & Business Continuity (EPBC) Conference in Vancouver BC (November 2020)

**Regional EOC (REOC) Upgrades:**

- Kitchen supplies to eliminate single use items used during training and activations, along with equipment to sanitize supplies
- Rapid Damage Assessment kits to allow staff to provide assessments to structures when damage has occurred
- Cabinets to store necessary forms and supplies
- Acoustical divider panel to eliminate noise between briefing section and working sections of REOC

**District of Invermere EOC:**

- Computer equipment to assist in municipal EOC activations
- Attendance for District of Invermere staff at EPBC Conference in Vancouver BC

**Village of Canal Flats EOC:**

- Attendance for Village of Canal Flats staff at EPBC Conference in Vancouver BC
- Computer equipment to assist in municipal EOC activations
- Cabinets to store necessary forms and supplies

**SPECIFIC CONSIDERATIONS**

**Financial:** Total amount requested is \$75,000. There is no expectation that additional funds will be required from the RDEK, District of Invermere or Village of Canal Flats. All expenditures are to be 100% funded by grant funds.

**Purchasing Policy:** Per the current RDEK Purchasing Policy, steps to sustainable purchasing and life cycle costing will be implemented when selecting equipment and supplies.

**Process:** Should the grant application be successful, staff will secure quotes and purchase equipment necessary per the Purchasing Policy guidelines. Review of the success of the project will be completed on an ongoing basis as part of each subsequent emergency event and through After Action Reports prepared following emergency events.

ec: Fiona Dercole, Protective Services Manager  
Terry Balan, Protective Services Supervisor