

**Program # 72119 - DCM - Emergency Management Grant Management/Office Assistant** **Version 2/14/2008 s**

**Priority:** Accountability **Lead Agency:** County Management  
**Program Offer Type:** Existing Operating **Program Contact:** George Whitney  
**Related Programs:** 72006A

**Program Characteristics:**

**Executive Summary**

This program offer enhances the staffing level of the Multnomah County Office of Emergency Management to meet the minimum required staffing level identified in an independent audit of the program in 2006. Approval of this offer would result in the creation of a permanent, full-time office/grant coordinator position.

**Program Description**

In June 2006, Multnomah County was presented with the results of an independent review of the County's Emergency Management program. The assessment revealed a number of serious program deficiencies, including a finding that the County supported far fewer emergency management staff per capita than any other jurisdiction in the region. The report went on to say that a minimum of 5 staff should be employed in the Office of Emergency Management to meet basic program requirements.

In FY 07/08, the Chair's Executive Budget raised staffing levels to 4.0 FTE. This level of staffing provided for a program director, a community preparedness manager, a County response coordinator, and a planner to develop and maintain inter-governmental response systems. This program offer would add an office/grant coordinator to the staff to achieve the minimum staffing level identified in the report.

**Program Justification**

The County's commitment to emergency management and public safety make it necessary to establish and maintain a program that can achieve County preparedness goals. In FFY 2006, Multnomah County missed an opportunity to apply for over \$2.5M in Federal Homeland Security grants because staffing levels were insufficient to support expectations of the office. In 2006, Multnomah County was suspended from another grant program that provides over \$126,000 a year to the program, for lack of completing timely, accurate grant progress reports. This program offer would create a position to support effective office and grant management activities under the direction of the program director.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY06-07)	Current Year Purchased (FY07-08)	Current Year Estimate (FY07-08)	Next Year Offer (FY08-09)
Output	Completed grant applications and required reports	0.0%	0.0%	0.0%	100.0%
Outcome		0	0	0	0

**Performance Measure - Description**

The performance measures reflect the consequence of failure to meet all program obligations with regard to grant management.

## Legal/Contractual Obligation

ORS 401 requires each County to develop and maintain an emergency management program to effectively coordinate response to emergencies.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2008	2008	2009	2009
Personnel	\$0	\$0	\$60,732	\$0
Subtotal: Direct Exps:	<b>\$0</b>	<b>\$0</b>	<b>\$60,732</b>	<b>\$0</b>
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$0	\$0	\$0
Subtotal: Other Exps:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$60,732</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$60,732</b>	
Program FTE	0.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Program Revenue for Admin	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This program offer requires an additional annual allocation of \$60,732 in General Fund monies to the Office of Emergency Management to fund an Office Assistant II/Finance Technician position.

## Significant Program Changes

### Last year this program was:

Approval of this program offer would allow Multnomah County to better compete and comply with Federal grant programs