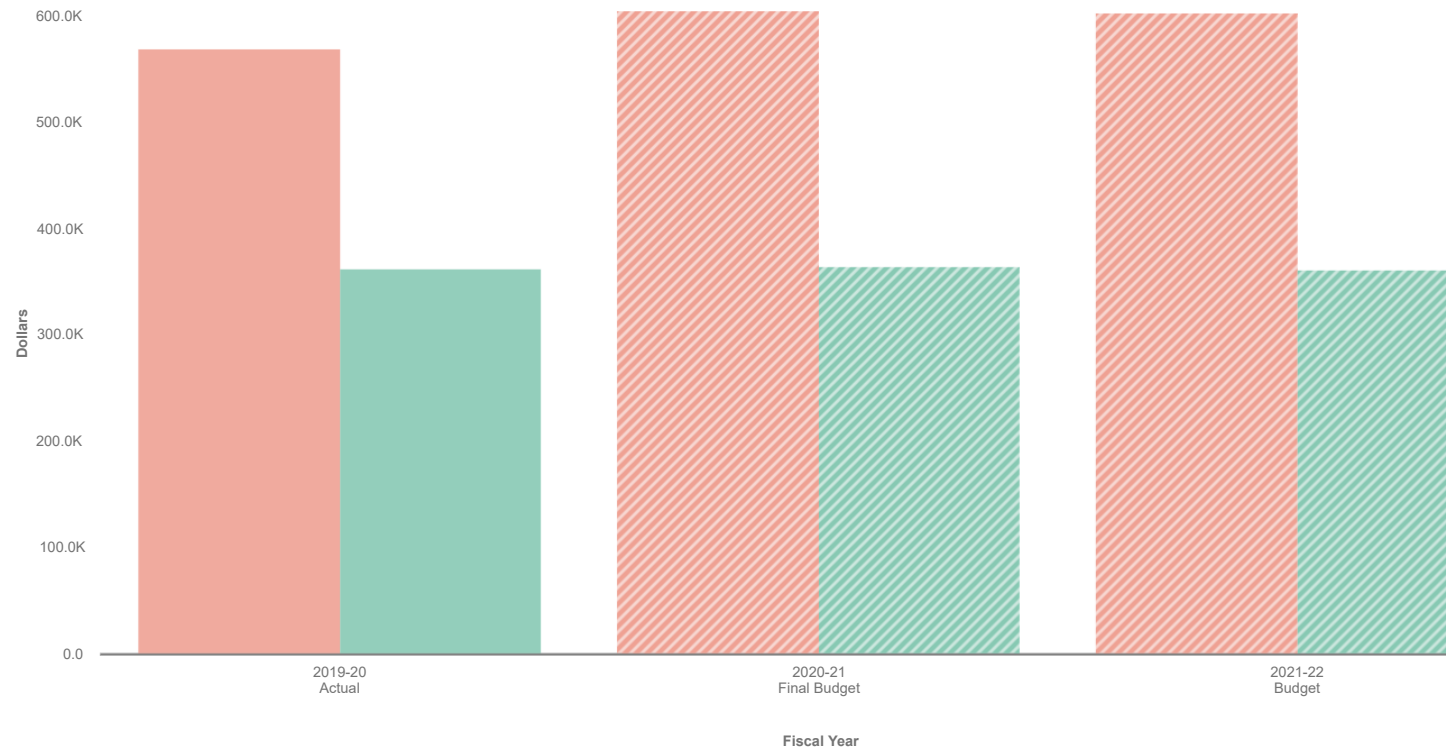


# May 13, 2021 Department Budget Hearings

Emergency Management

## Visualization



Collapse All	2019-20 Actual	2020-21 Final Budget	2021-22 Budget
▼ REVENUES	\$ 362,448	\$ 365,088	\$ 361,695
▼ INTERGOVERNMENTAL REVENUE	240,674	245,088	241,695
▼ FEDERAL REVENUES	11,459	0	0
(54190) FEMA EMA Reimbursement	11,459	0	0
▼ OTHER INTERGOVERNMENTAL	229,215	245,088	241,695
(54840) Joint Budget City of Lincoln	229,215	245,088	241,695
▼ OTHER REVENUES	1,774	0	0
▼ SALE OF FIXED ASSETS	60	0	0
(58210) Sale of Equipment	60	0	0
▼ OTHER MISC REVENUE	1,714	0	0
(58515) Insurance Refunds	1,714	0	0
▼ TRANSFERS	120,000	120,000	120,000
▼ FUND TRANSFERS	120,000	120,000	120,000
(59310) Grant Transfers	120,000	120,000	120,000
▼ EXPENSES	569,562	604,175	603,389
▼ PERSONAL SERVICES	291,873	295,146	288,059
▼ SALARIES & WAGES	207,261	209,088	210,752
(61110) Official's Salary	78,715	79,323	81,390
(61150) Deputy's Salary	65,811	67,077	73,825
(61210) Regular Salary	62,736	62,688	55,536
▼ EMPLOYEE BENEFITS	82,940	84,303	75,499
(61510) FICA Contributions	15,235	15,995	15,367
(61520) Retirement Contributions	16,166	16,309	16,550
(61530) Group Health Insurance	47,597	48,006	39,889
(61540) Group Dental Insurance	1,320	1,374	1,070
(61650) Long-Term Disability	657	669	674
(61660) Post-Employment Health Program	1,965	1,950	1,950
▼ OTHER COMPENSATION COSTS	1,671	1,755	1,808
(61750) Workers' Comp Insurance	1,671	1,755	1,808

Collapse All	2019-20 Actual	2020-21 Final Budget	2021-22 Budget
▼ SUPPLIES	12,556	17,750	17,750
▼ OFFICE SUPPLIES	894	2,000	2,000
(63110) Office Supplies	894	2,000	2,000
▼ OPERATING SUPPLIES	6,638	6,250	6,250
(63215) Education & Training Materials	1,052	750	750
(63280) Small Hand Tools	0	500	500
(63345) Other Operating Supplies	5,586	5,000	5,000
▼ ENERGY SUPPLIES	4,382	6,000	6,000
(63510) Motor Fuels	4,382	6,000	6,000
▼ REPAIR & MAINT SUPPLIES	643	3,500	3,500
(63895) Other Repair & Maint Supplies	643	3,500	3,500
▼ OTHER CHARGES & SERVICES	259,669	287,779	294,080
▼ OTHER CONTRACTED SERVICES	143,796	170,638	174,739
(64170) Equip Maintenance Agreements	70,652	58,000	62,000
(64175) Comput Softwr Maint/License	386	756	756
(64215) Cable TV Service	426	450	450
(64285) City Information Services	4,874	10,186	10,287
(64286) VOIP Information Services	8,198	0	0
(64288) GIS Information Services	31,086	58,246	58,246
(64295) Other Misc Contracted Svs	28,174	43,000	43,000
▼ TRANS, TRAVEL & SUBSISTANCE	945	3,800	3,800
(64710) Meals	0	400	400
(64715) Lodging	0	2,000	2,000
(64720) Fares	945	1,200	1,200
(64745) Other Transport/Travel	0	200	200
▼ COMMUNICATIONS	3,052	5,400	5,400
(64810) Telephone - Local	384	400	400
(64825) Cellular Phone Service	2,537	5,000	5,000
(64840) Emergency Communications	131	0	0
▼ POSTAGE, COURIER & FREIGHT	141	100	100
(64855) Postage	141	100	100
▼ PRINTING & ADVERTISING	168	600	600
(64910) Printing	0	100	100
(64915) Photocopying	168	500	500
▼ MISC FEES & SERVICES	50	2,200	4,200
(65660) Memberships & Dues	50	1,000	1,000
(65670) Enrollment Fees & Tuition	0	1,200	1,200
(65690) Contingencies	0	0	2,000
▼ INSURANCE & SURETY BONDS	8,905	9,503	9,703
(65915) Liability Insurance	1,371	1,440	1,513
(65920) Vehicle Insurance	7,534	8,063	8,190
▼ UTILITIES	22,146	23,625	23,625
(66110) Electricity	21,639	22,000	22,000
(66115) Natural Gas	507	1,500	1,500
(66120) Water & Sewer	0	125	125
▼ REPAIR & MAINTENANCE COSTS	42,554	34,000	34,000
(66210) Motor Vehicle R&M	4,408	7,500	7,500
(66215) Furniture & Fixture R&M	1,699	500	500
(66265) Communication Equip R&M	0	1,000	1,000
(66275) Computer Equipment R&M	176	500	500
(66395) Warning Sirens R&M	35,859	22,000	22,000
(66410) Other Equipment R&M	413	2,500	2,500
▼ RENTALS	37,913	37,913	37,913
(66520) Building Rent	37,913	37,913	37,913
▼ CAPITAL OUTLAY	5,465	3,500	3,500
▼ EQUIPMENT	5,465	3,500	3,500
(67420) Education & Training Equip	0	500	500

Collapse All	2019-20 Actual	2020-21 Final Budget	2021-22 Budget
(67445) Communication Equipment	65	500	500
(67475) Computer Equipment	5,400	2,500	2,500
Revenues Less Expenses	\$ -207,114	\$ -239,087	\$ -241,694

Data filtered by Types, Lancaster County General Fund, Emergency Management Svs and exported on May 5, 2021. Created with OpenGov

**Lancaster County  
Employee Information  
2021-22 Budget**

Department Name **Emergency Management**

	FY20-21 Budget	FY21-22 Request
Number of Full Time Equivalents (FTE's)	3.00	3.00
Breakdown of FTE's:		
Full Time	3.00	3.00
Part Time		
Temporary		
On Call		
Positions not filled		
Retirements:		
Number of Employees	1.00	0.00
Cost of Payouts (Include Vacation and PEHP)		

**Lancaster County  
Conferences, Training and Travel Expenses  
2021-22 Budget**

**Business Unit Name** ***Emergency Management***

**Business Unit #** ***6931***

Conference/Training Session	Object Code Name #		AMOUNT
International Association of Emergency Management (IAEM) Annual Conference (Oct 2021)			2,500
Association of Threat Assessment Professionals (ATAP) Winter Conference (Feb 2022)			2,500
		<b>Total</b>	<b>5,000</b>



**James Davidsaver**  
**Director**  
**Lincoln Lancaster County Emergency Management**  
**Primary Duties and Responsibilities**

**Introduction**

The director of Lincoln-Lancaster County Emergency Management is responsible for: 1) overall coordination and facilitation of participating agencies and entities working to ensure public safety, protect critical infrastructure and maintain continuity of operations; 2) oversight of the county's emergency warning systems and emergency shelters; 3) management of training and public education and outreach programs; 4) coordination and management of local government and volunteer responses to all disasters and other emergencies. The director: 5) represents the county at the regional emergency management board of governance; 6) serves as liaison to state and federal agencies; and 7) is responsible for grant management of department programs.

**Primary Duties and Responsibilities**

To ensure the health, safety and welfare of Lancaster County residents, Emergency Management's primary duties and responsibilities are focused on its five mission areas of [prevention, protection, mitigation, response and recovery](#). The first three areas are pre-emergency/disaster targeting planning and preparedness. The last two areas are post-emergency/disaster emphasizing resilience and continuity of operations.

1. Overall coordination and facilitation of participating agencies and entities working to ensure public safety, protect critical infrastructure and maintain continuity of operations.  
(All mission areas)
2. Oversight of the county's emergency warning systems and emergency shelters  
(Prevention, Protection and Mitigation)
3. Management of training, public education and outreach programs  
(Prevention, Protection and Mitigation)
4. Coordination and management of local government and volunteer responses to natural or manmade disasters and other emergencies  
(Response and Recovery)
5. County representative on the regional emergency management board of governance  
(All mission areas)
6. Liaison to state and federal agencies  
(All mission areas)
7. Grants Management  
(All mission areas)

## **1. Overall coordination and facilitation of participating agencies and entities working to ensure public safety, protect critical infrastructure and maintain continuity of operations.**

The Emergency Management Director (EMD) is responsible for Lancaster County's Local Emergency Operations Plan (LEOP) and Resource Manual. These documents outline comprehensive plans to address any large scale disaster or emergency in the county. The EMD must ensure these documents are maintained with accurate, up-to-date information. Every four years, the LEOP and Resource Manual undergo a comprehensive review and update.

The EMD maintains a regular schedule of meetings with numerous community partners. A complete list of these meetings with corresponding list of partner departments/agencies/entities is included as **Attachment A**.

The EMD is responsible to host the Local Emergency Planning Committee (LEPC). By state law, this committee must meet annually review and address issues regarding hazardous materials in and around Lancaster County.

The EMD is charged with conducting a Threat and Hazard Identification and Risk Assessment (THIRA). The THIRA identifies the most likely disasters/large-scale emergencies to impact Lancaster County. The process involves the major stakeholders across several disciplines examining the thirty-one core capabilities of community resiliency, identifying strengths and gaps in service and developing an action plan to ensure preparedness in the future. The end product is a five-year THIRA plan.

When needed, the EMD is responsible for activating and operating the Emergency Operations Center (EOC). The Lincoln-Lancaster County EOC is organized under the Emergency Support Functions (ESFs) outlined by the Federal Emergency Management Agency (FEMA). The ESF format ensures the appropriate entities are represented to fully implement the National Incident Management System (NIMS) Incident Command Structure (ICS). In addition to the EOC, the EMD must also maintain the department's Mobile Operations Centers (MOCs) to ensure an effective and efficient field response to a local disaster/emergency.

To ensure continuity and consistency of public information related to a disaster or emergency, all official information dissemination, press releases and media briefings are the responsibility of the EMD.

## **2. Oversight of the county's emergency warning systems and emergency shelters**

The EMD is responsible for management and operation of countywide outdoor warning siren network. The sirens and companion radio communication system are tested on a monthly basis to ensure proper function and operation.

Due to growth and development in Lancaster County, the EMD establishes and maintains a plan to expand the warning coverage area by adding sirens as funds allow. The EMD actively pursues funding opportunities including state hazard mitigation grants and other applicable funding sources.

To ensure appropriate storm shelter locations are identified and utilized, the EMD offers safety plan reviews and walk-throughs of densely populated buildings (i.e. County-City building; Lancaster County and Lincoln Public School properties and area healthcare facilities). Special consideration is focused on locations that house vulnerable populations.

To house displaced persons in the wake of a disaster or emergency, the EMD coordinates placement and support services with the American Red Cross and Lincoln-Lancaster County Health Department.

### **3. Management of training, public education and outreach programs**

The EMD organizes, manages and delivers presentations to a wide array of community groups on topics including an overview of Emergency Management, general preparedness and severe weather awareness.

The EMD is responsible for coordinating the agency's participation in annual community education and awareness events including Severe Weather Awareness Week, UNL's Severe Weather Symposium aka: 'Weatherfest', National Preparedness Month (September), Mutual Aid Rural Fire Departments' 'Open Houses', FEMA's 'Campus Ready', Lincoln Amateur Radio Club Field Day, Lancaster County Super Fair, Cornhusker State Games-State Games of America.

To promote emergency management education and overall preparedness, the EMD promotes and sponsors FEMA certified National Incident Management System (NIMS) classes for first responders, healthcare workers and critical infrastructure employees. These classes include the basic courses of NIMS 100, 200, 700 and 800 and the advanced courses of NIMS 300 and 400.

In the rapidly expanding area of social media, Emergency Management must take advantage of these communication platforms to ensure timely notification during emergency situations and share pertinent prevention, protection and mitigation information. The EMD oversees the use of social media as an outreach tool.

### **4. Coordination and management of local government and volunteer responses to natural or manmade disasters and other emergencies**

The EMD is charged with the coordination and management of the overall response to a disaster or emergency including the activation and operation of the Emergency Operations Center (EOC). The EOC is organized in compliance with FEMA's Emergency Support Functions (ESFs). To ensure elected officials are apprised of all pertinent details for the crisis at hand and have ready access to the activities in the EOC, the EMD maintains an interactive conference room for them adjacent to the EOC.

The EMD must coordinate and manage all volunteer groups' participation during a disaster or emergency. Specific examples include use of amateur radio club members as certified storm spotters during severe weather and communication conduits during large scale phone/power outages.

To effectively and efficiently manage spontaneous volunteers in the wake of a disaster, the EMD must establish an Emergency Volunteer Center (EVC). The EMD partners with Volunteer Partners and Community Organizations Active in Disaster (COAD) to activate and operate the EVC for the duration of the disaster.

The EMD is responsible for safety of all responders and full documentation throughout the event. Proper credentialing of all participants, equipment and resources involved in the disaster response is required to accomplish these tasks.



To ensure readiness and a timely field response to a disaster or emergency, the EMD must maintain the complete inventory of Emergency Management assets. This inventory includes motor vehicles, mobile operations centers (MOCs), response/rehabilitation/triage/field support trailers, portable lights towers, large and small portable generators and technology hardware (laptop computers, Wi Fi hotspots and portable printers).

#### **5. County representative on the regional emergency management board of governance**

The EMD represents Lancaster County on the fourteen-county Southeast Nebraska Emergency Management Board of Governance (also known as the Southeast Region PET Group). The Lancaster County EMD is a member of the Executive Board and serves as the point-of-contact for the region with the Nebraska Emergency Management Agency (NEMA).

The EMD's responsibilities include workplan development, implementation, execution, closure and subsequent audits; and oversight of the grant management through the state's Grant Management System (GMS).

#### **6. Liaison to state and federal agencies**

As defined by the Emergency Management Act (Nebraska State Statute 81-829.36-45), the Lancaster County EMD is the liaison for state and federal agencies during the response to and recovery from a declared disaster or emergency. The point of contact at the state level is the Nebraska Emergency Management Agency (NEMA). The Federal Emergency Management Agency (FEMA) is the point of contact at the federal level. Outside a federally declared disaster, the EMD liaises with the Department of Homeland Security (DHS).

The EMD maintains the day-to-day working relationships with state and federal agencies through the schedule of regular meetings outlined in **Attachment A**.

#### **7. Grant Management**

The EMD is responsible for the overall management and facilitation of grants for Lancaster County Emergency Management and the Southeast Region PET Group.

The primary distribution of these grants is:

Local:	Emergency Management Performance Grant (EMPG)
Regional:	State Homeland Security Grant Program (SHSP)
Local & Regional:	Metropolitan Medical Response System (MMRS)
State:	Hazard Mitigation Grants



**Attachment A**  
**Lincoln-Lancaster County Emergency Management**  
**Committees/Meetings List**

**Local Emergency Planning Committee (LEPC)**

Frequency: Annually (required by state law)

Focus: Seek ways to help minimize the risk, prevent accidents and assist in the development of plans to deal with a hazardous material emergency through education and community outreach

**Lancaster County Healthcare Coalition (LCHCC)**

Frequency: Monthly

Focus: 'All hazards' education and information sharing to ensure best practices among first responders and healthcare providers

**Southeast Nebraska Healthcare Coalition (SENHCC)**

Frequency: Monthly

Focus: Education and information sharing to ensure best practices among regional medical facilities and health departments

**Volunteer Fire Departments-Mutual Aid**

Frequency: Monthly

Focus: Education and information sharing to ensure best practices among rural first responders for fire and emergency medical calls

**Southeast Nebraska Emergency Management Region-Board of Governance (SENEMG)**

Frequency: Monthly

Focus: Guidance, direction and financial management of Southeast Region emergency managers  
Lancaster County is the fiscal agent and point of contact for the region.

**Community/Volunteer Organizations Active in Disasters (COAD/VOAD)**

Frequency: Monthly

Focus: Education and information sharing to ensure best practices in preparedness and response to disasters among participating community organizations

**Lincoln Public Schools Safety Committee**

Frequency: Annually

Focus: Review and discussion of school safety and security policies and procedures to establish and maintain a safe learning environment

**Emergency Management Volunteers**

Frequency: Monthly

Focus: Education and information sharing with volunteers to ensure best practices for preparedness and response to disasters

**Association of Threat Assessment Professionals-Great Plains Chapter (ATAP-GP)**

Frequency: Quarterly

Focus: Multi-disciplinary education and information sharing to prevent targeted violence through early identification and intervention

**Attachment A**  
**Partner Agencies\***

Lincoln-Lancaster County Health Department	Lancaster County Engineer
Lancaster County Sheriff's Office	Lincoln Police Department
Bennet Volunteer Fire Department	Lincoln Fire and Rescue
Firth Volunteer Fire Department	Greenwood Volunteer Fire Department
Hallam Volunteer Fire Department	Hickman Volunteer Fire Department
Malcolm Volunteer Fire Department	Palmyra Volunteer Fire Department
Pleasant Dale Volunteer Fire Department	Raymond Volunteer Fire Department
Southeast Volunteer Fire Department	Southwest Volunteer Fire Department
Valparaiso Volunteer Fire Department	Waverly Volunteer Fire Department
City of Lincoln Public Works	City of Lincoln Parks and Recreation
Nebraska Emergency Management Agency	Nebraska State Patrol
Nebraska Dept of Health & Human Services	Regional health departments
University of Nebraska-Lincoln Police	University of Nebraska-Lincoln Athletics
Nebraska Department of Roads	Nebraska National Guard
Nebraska Air National Guard	Lincoln Public Schools
Lincoln Airport Authority	Lincoln Airport Police
Lincoln Amateur Radio Club	American Red Cross
Salvation Army	Medical Reserve Corps
Bryan Healthcare System	CHI St. Elizabeth's Regional Medical Center
Other area hospitals and healthcare providers	Burlington Northern-Santa Fe Railroad
Lincoln Electric System	Nebraska Sports Council
Legal Aid of Nebraska	Civil Air Patrol
Lower Platte South Natural Resources District	JEO Consulting
Volunteer Partners	Area faith-based groups
Community Organizations Active in Disasters (COAD)	
Southeast Nebraska Emergency Management Group	

\*This list is complete as possible but may not be all-inclusive.



Lancaster County Emergency Management - Equipment / Mobile Unit Storage



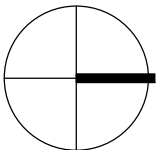
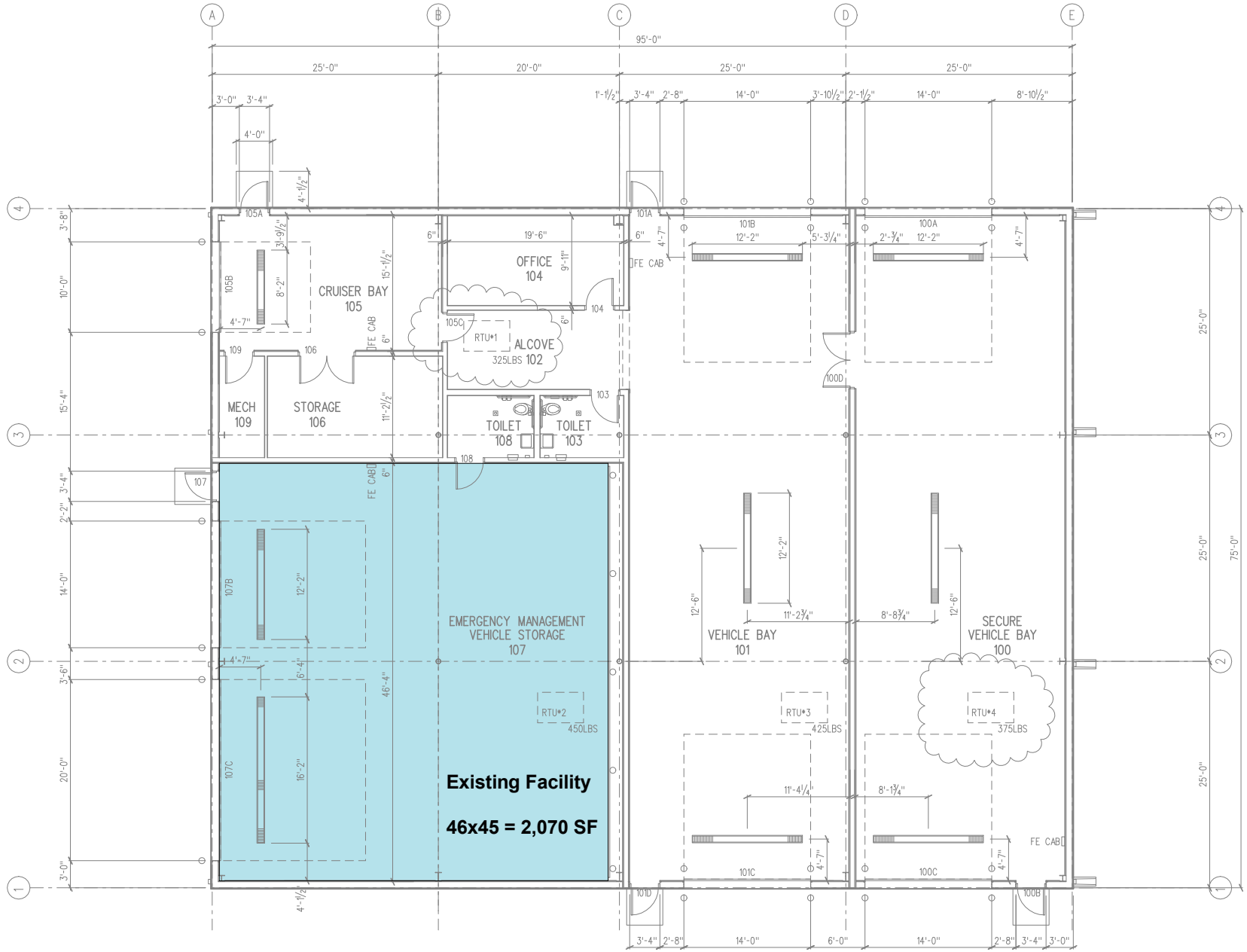
Existing Location

May 7, 2021

[sinclairhille.com](http://sinclairhille.com)



Lancaster County Emergency Management - Equipment / Mobile Unit Storage










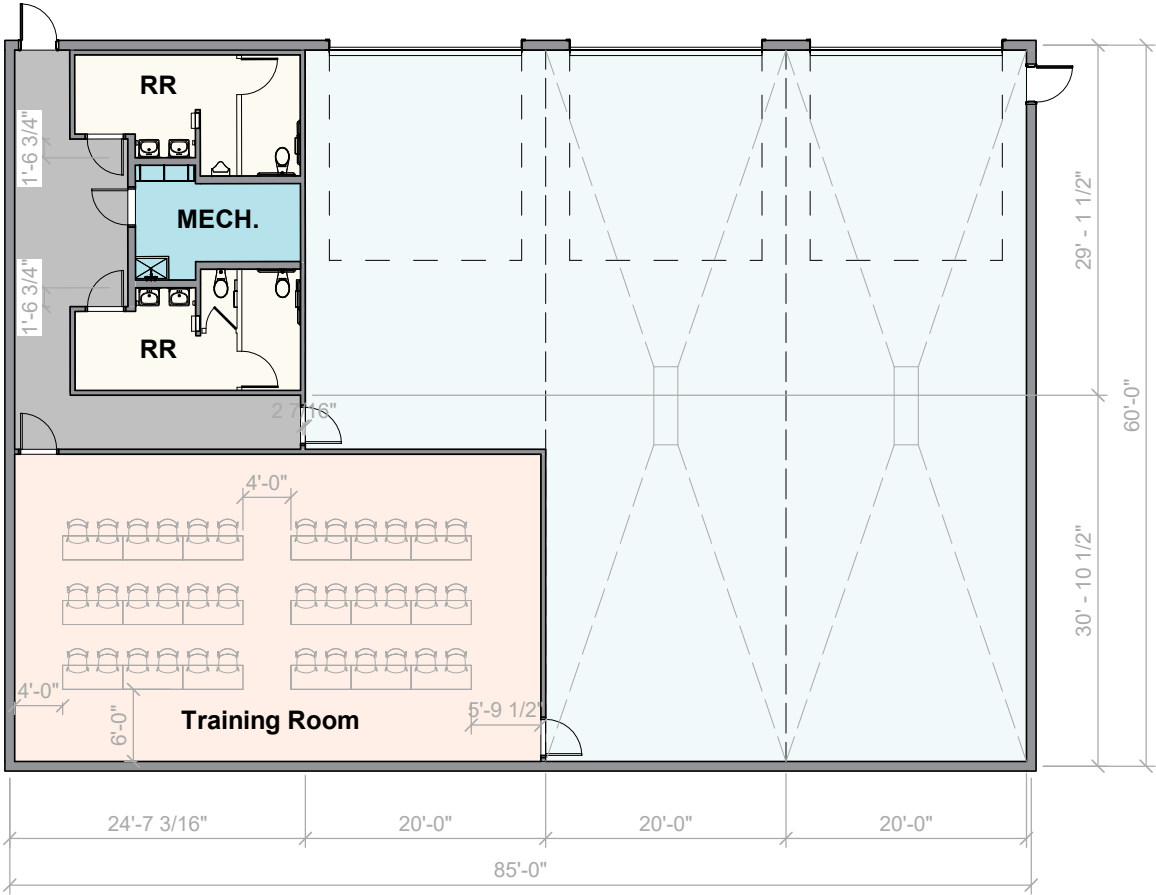


Site Plan - Option A  
1/64" = 1'-0"



**OPTION A: 60'-0" x 85'-0" = 5,100 GSF**

	Equipment Storage	3,000 SF
	Training Room	1,120 SF
	Restroom	323 SF
	Circulation	307 SF
	Mechanical	105 SF

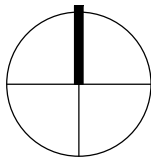


Plan - Option A

1/16" = 1'-0"

May 7, 2021

[sinclairhille.com](http://sinclairhille.com)



Option A



Lancaster County Emergency Management - Equipment / Mobile Unit Storage



Site Plan - Option B

1/64" = 1'-0"

May 7, 2021




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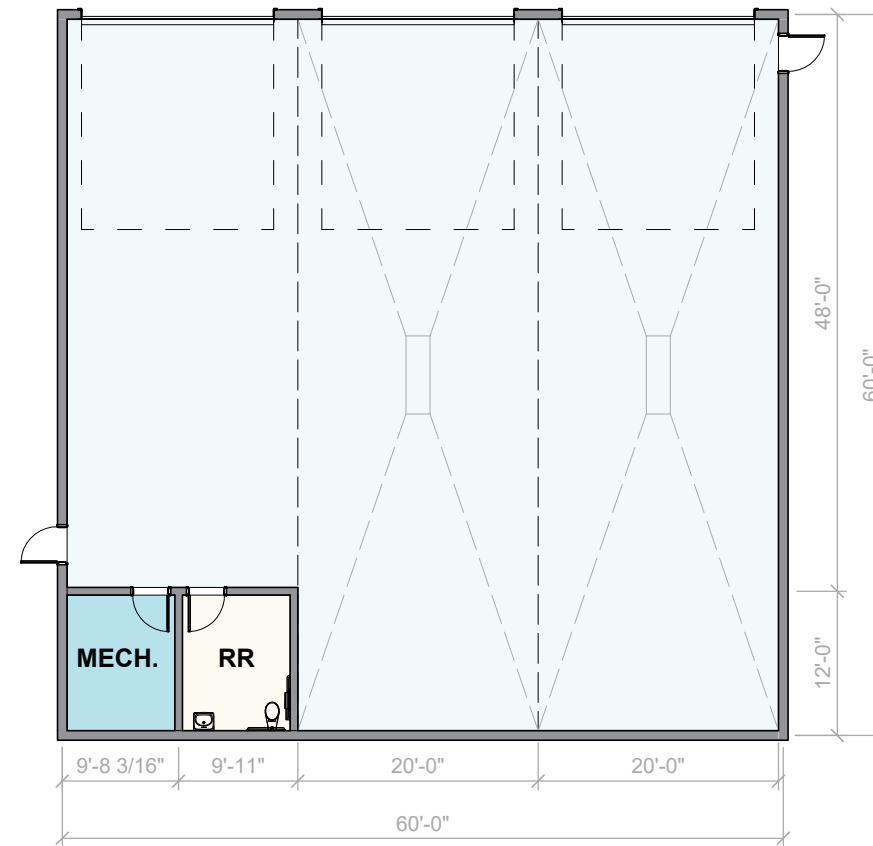
Option B



Lancaster County Emergency Management - Equipment / Mobile Unit Storage

**OPTION B: 60'-0" x 60'-0" = 3,600 GSF**

	Equipment Storage	3,275 SF
	Restroom	101 SF
	Mechanical	101 SF

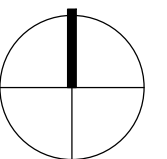


Plan - Option B

1/16" = 1'-0"

May 7, 2021

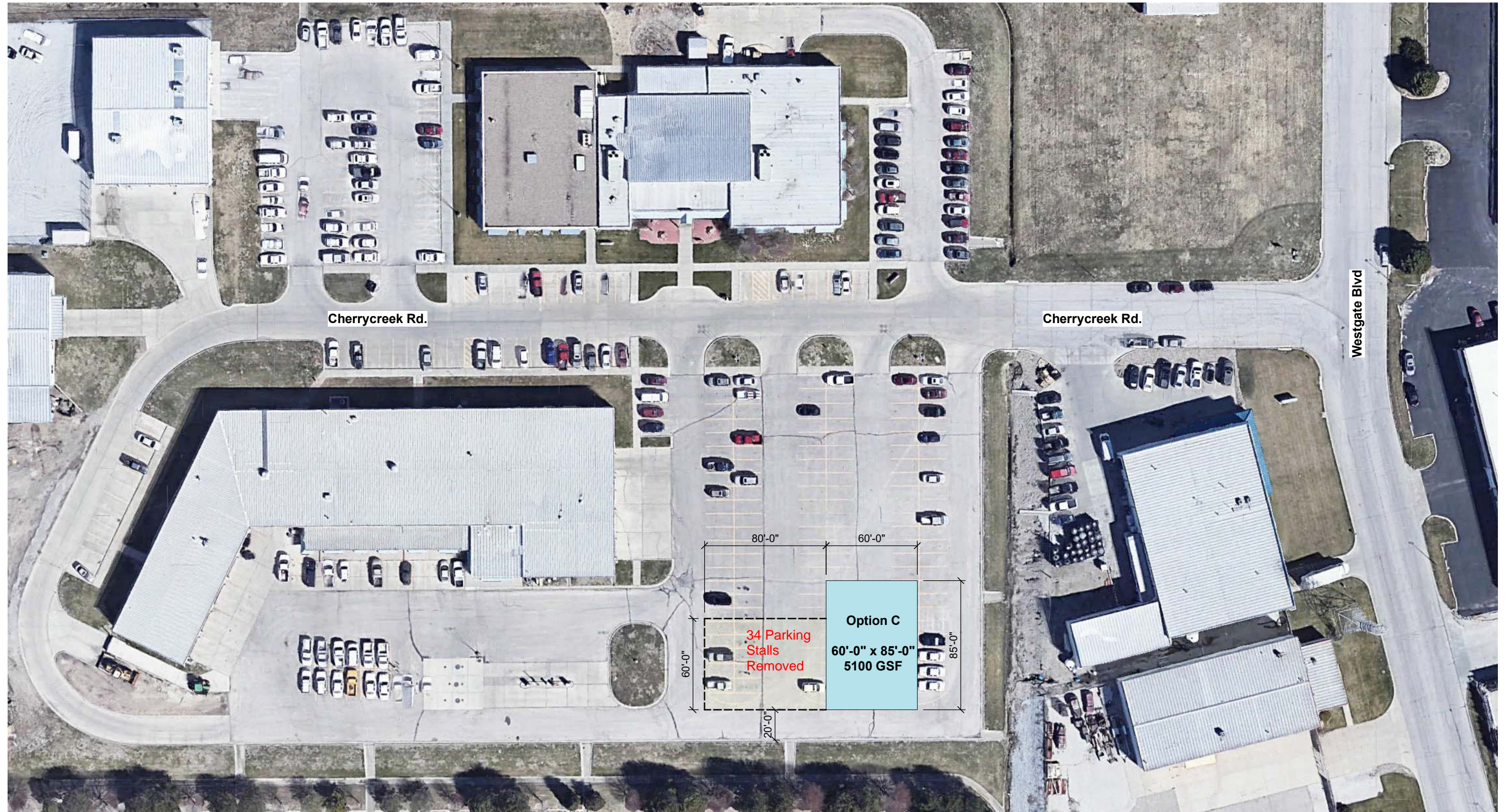
sinclairhille.com



Option B



Lancaster County Emergency Management - Equipment / Mobile Unit Storage








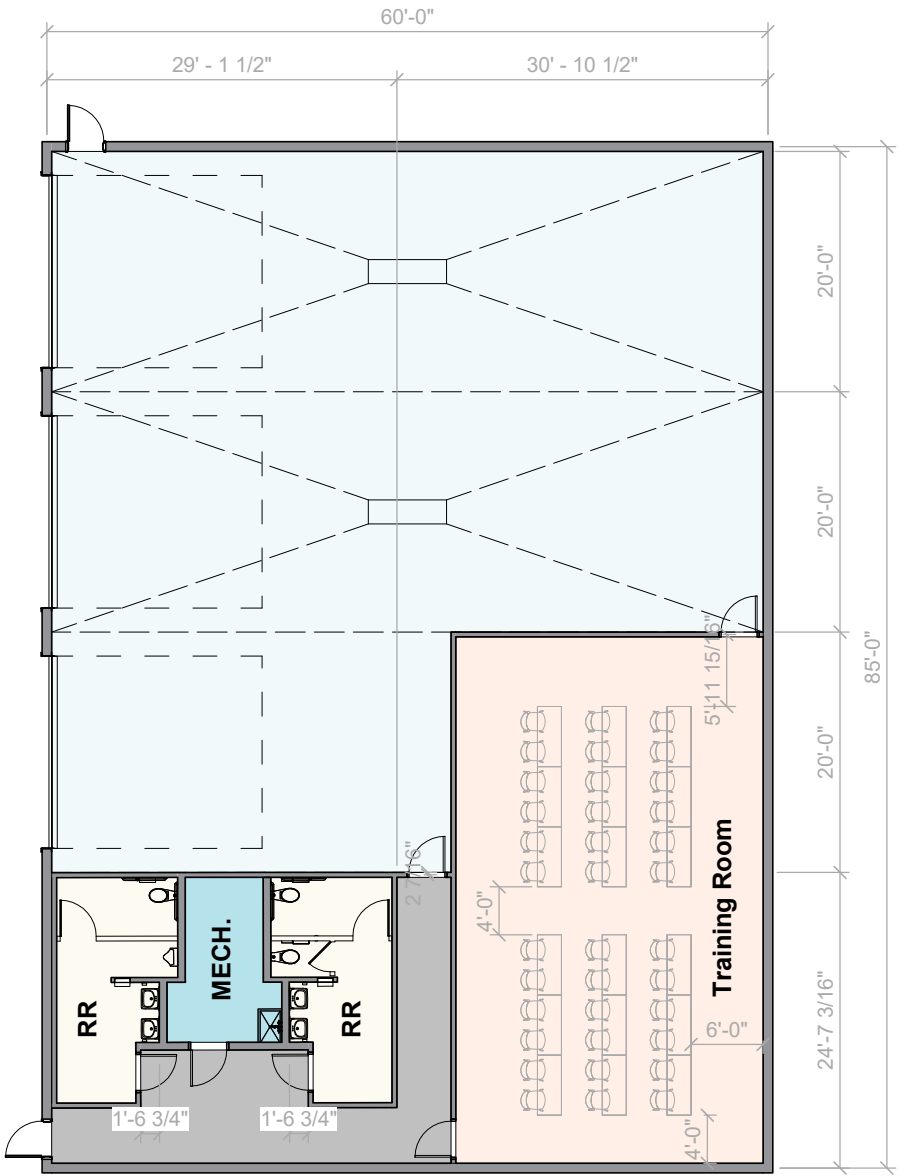
Site Plam - Option C

1/64" = 1'-0"



OPTION A: 60'-0" x 85'-0" = 5,100 GSF

	Equipment Storage	3,000 SF
	Training Room	1,120 SF
	Restroom	323 SF
	Circulation	307 SF
	Mechanical	105 SF

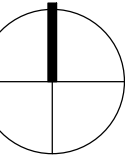


Plan - Option C

1/16" = 1'-0"

May 7, 2021

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Option C