

RESOLUTION NO. 2109

A RESOLUTION ADOPTING THE CITY OF HILLSBORO EMERGENCY MANAGEMENT PLAN.

WHEREAS, in March 1997 the Hillsboro City Council adopted Ordinance No. 4490, establishing an Emergency Management Program, authorizing the preparation of an Emergency Management Plan, appointment of an Emergency Program Manager and creating Chapter 2.46, Emergency Management, of the Hillsboro Municipal Code; and

WHEREAS, Section 2.46.010 of the City of Hillsboro Municipal Code defines the Emergency Management Plan as the management plan adopted by the Hillsboro City Council which addresses the possible emergencies that might occur within the City; and

WHEREAS, Section 2.46.040 of the City of Hillsboro Municipal Code requires the Hillsboro City Council adopt, by resolution, and may from time to time amend, an Emergency Management Plan; and

WHEREAS, in April 1999 the Hillsboro City Council adopted Ordinance No. 1967, adopting the Emergency Management Plan; and

WHEREAS, the Emergency Management Plan has been revised and updated by the City's Disaster Planning Team, including changes which must be approved by Hillsboro City Council;

NOW, THEREFORE BE IT RESOLVED by the Hillsboro City Council that the Emergency Management Plan dated January 2004 is adopted as attached hereto, Marked "Exhibit A," and by reference incorporated into this resolution as though fully set forth herein in accordance with ORS 401.

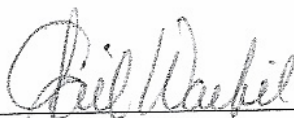
BE IT FURTHER RESOLVED that the Hillsboro City Council may, from time to time by resolution amend the Plan, by changing, adding to, or deleting any of its provisions.

Introduced and passed this 2nd day of March 2004.



Mayor

ATTEST:



City Recorder

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EXECUTIVE SUMMARY

I. PURPOSE

This Emergency Management Plan, hereafter referred to as "the Plan," describes the roles and responsibilities of city leadership and staff during an emergency or disaster. It sets forth a strategy and documents the procedures to effectively track our situation and resource status as an integrated, comprehensive emergency response.

II. AUTHORITY

This Plan is promulgated by the Hillsboro City Council pursuant to:

- A. City of Hillsboro Municipal Code Chapter 2.46, Emergency Management. (See full text at Section 1-C)
- B. Oregon Revised Statutes (ORS) Chapter 401.015 to 401.105, 401.260 to 401.325, and 401.335 to 401.580. (See excerpts at Section 1-D)

III. DESCRIPTION

The Plan is divided into seven (7) major sections:

- A. Section 1 – Emergency Management Policy and Authority: emergency management policy, emergency management authority, and emergency management-related citations from the Hillsboro Municipal Code and Oregon Revised Statutes. ***This Section, including its subsections, must be approved by the Hillsboro City Council; and all other sections of the Plan must comply with it.***
- B. Section 2 – Hazard Analysis: analyzes the degree of risk present within the City of Hillsboro from each of the different types of natural and manmade hazards to which we are vulnerable. Examples include: earthquake, flood, and terrorism.
- C. Section 3 - Planning Responsibilities: “spreadsheet” listing of primary and support responsibilities, by department, for mitigation, preparedness, response, and recovery functions related to emergency management.
- D. Section 4 – Incident Command System Position Checklists
- E. Section 5 – Common Management Functions: specific functional and Incident Command System checklists for those activities which may be common to all emergencies, regardless of hazard or cause. Examples include: Emergency Operations Center activation, resource management, and damage assessment.
- F. Section 6 – Hazard-Specific Guidelines: specific functions and guidelines which are hazard-specific. Includes Incident Command System position checklists. Examples include: windstorm, earthquake, and flood.
- G. Section 7 – Related Documents: references related, stand-alone plans that are published under separate cover. Examples include: Emergency Operations Center Position Checklists, Washington County Emergency Alert System Activation Plan, and City of Hillsboro Volunteer Center Activation Plan.
- H. Section 8 – Attachments: reference materials included as part of this Plan. Examples include the city’s communications plan and vital services list.