

Office of Emergency Management

Curry Mayer, Director

(206) 233-5076

<https://www.seattle.gov/emergency-management>

Department Overview

The Office of Emergency Management (OEM) is responsible for the city-wide emergency management program. The mission of OEM is, “Bringing people together to reduce the impacts from disasters.” This office has the city-wide responsibility to:

- Facilitate citywide response which includes orchestrating coordination conference calls, managing response actions/activities and physically maintaining and managing the Emergency Operations Center (EOC) to ensure overall unity of effort when responding to emergencies and disasters of all sizes and impacts,
- Manage the City’s comprehensive activities related to emergency planning, preparedness, mitigation, response, and recovery operations,
- Administer trainings and exercises that prepare City responders, volunteers, and the public to respond and recover from disasters, and
- Seek and administer post disaster recovery costs and pre-disaster mitigation grants often totaling into the millions of dollars for the city and its departments.

OEM also focuses substantial effort in preparing the community for disaster through public education, capability-building with community organizations, vulnerable population outreach, limited English proficiency, low income and immigrant and refugee communities.

The dedicated staff of OEM ensure the city meets the national and international Emergency Management Accreditation Program (EMAP) standards and compliance with RCW 38.52 and WAC 118. Those standards and codes require that a program effectively carry out several functions (Planning, Operations, Mitigation & Recovery, Communications, Alert and Warning, Hazard Analysis, Training & Exercises, and Community Education & Outreach) to ensure a comprehensive emergency management program. OEM maintains plans as required by City codes including the Comprehensive Emergency Management Plan, Continuity of Government, Continuity of Operations Plans, and the City’s Hazard Mitigation Plan. The Mitigation Plan keeps the City eligible for millions of dollars in federal hazard mitigation grants, and staff assist in the recouping of millions of dollars in federal public assistance funds following any Federally declared disaster.

OEM personnel ensure that response coordination processes, systems, the physical EOC and those who staff it, are ready and prepared to coordinate disaster response and recovery efforts at any time. Response coordination through conference calls and physical EOC operations focus on coordination of action plans, information, and any needed resources through a unity of effort. The response coordination and EOC operations also assist elected officials and high-level managers in critical, policy-level decision making. Over the last two years, OEM has dealt with incidents such as: flooding risk, landslides, heavy rain, tsunamis, snow, large fire in a community building, high-rise fire, raw sewage release, POTUS visit, Verizon outage, vigils, abortion rights protests, school strike and student meal distribution, excessive heat, two large parades, active shooter, partial building collapse, cybersecurity threat, pandemic, smoke and air quality.

OEM also continues a very critical and instrumental role in securing reimbursable funds through the COVID Federal Emergency Management Agency (FEMA) public assistance recovery work. As the city’s designated Applicant Agent, OEM staff apply for and manage state and federal disaster recovery and mitigation funds for multiple projects with annual costs of several millions of dollars. Since 1990, OEM has managed twenty-two disaster declarations and to date has recouped more than \$46 million back to the city through the FEMA Public Assistance program. Beyond the COVID declaration, OEM is currently managing four additional open disaster declarations for winter storms and the like.

Office of Emergency Management

There are three key groups that provide guidance and direction to the emergency management program: Disaster Management Committee, Strategic Work Group, and Emergency Executive Board. OEM engages in hundreds of interactions with various agencies every year to maintain mutual proficiency in response and recovery; for example, partnerships with colleges, universities, schools both public and private, healthcare facilities, the Coast Guard, Army and Navy, Pacific Northwest National Laboratory, businesses, non-profits such as the American Red Cross, agencies and private sector organizations with whom the city has emergency preparedness partnerships, such as Airbnb. OEM also works closely with dedicated emergency management staff housed in several departments (Human Services Department, Finance & Administrative Services, Department of Transportation, Parks & Recreation Department, Fire Department, Public Utilities, and City Light).

Budget Snapshot

| | 2021 Actuals | 2022 Adopted | 2023 Proposed | 2024 Proposed |
|----------------------------------|------------------|------------------|------------------|------------------|
| Department Support | | | | |
| General Fund Support | 3,695,333 | 2,912,567 | 2,786,495 | 2,824,685 |
| Other Funding - Operating | - | 268,592 | - | - |
| Total Operations | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |
| Total Appropriations | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |
| Full-Time Equivalents Total* | 15.00 | 15.00 | 15.00 | 15.00 |

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

Budget Overview

The 2023-2024 Proposed Budget maintains the Office of Emergency Management’s current service levels to support OEM’s mission of providing emergency management services to the city. The budget makes a reduction of \$89,900 to OEM’s rentals, maintenance, and supply budgets to address the City’s anticipated shortfall in revenues in 2023-24.

Incremental Budget Changes

Office of Emergency Management

| | Dollars | FTE |
|--|------------------|--------------|
| 2022 Adopted Budget | 3,181,159 | 15.00 |
| Baseline | | |
| Adjustments for One-Time Budget Changes | (368,592) | - |
| OEM CCM Reconciliation | (14,751) | - |
| Citywide Adjustments for Standard Cost Changes | 9,477 | - |
| Appropriations for 2022 Annual Wage Increase (AWI) | 69,002 | - |

Office of Emergency Management

Proposed Operating

| | | |
|-----------------------------------|--------------------|--------------|
| OEM 2023 Budget Reductions | (89,800) | - |
| Total Incremental Changes | \$(394,664) | - |
| Total 2023 Proposed Budget | \$2,786,495 | 15.00 |

Description of Incremental Budget Changes

Baseline

Adjustments for One-Time Budget Changes

| | |
|--------------|-------------|
| Expenditures | \$(368,592) |
|--------------|-------------|

This item includes budget adjustments for one-time changes in the 2022 Adopted Budget, including one-time funds from a 2022 Council Budget Action for a climate resilience plan and Coronavirus Local Fiscal Recovery (CLFR) funds.

OEM CCM Reconciliation

| | |
|--------------|------------|
| Expenditures | \$(14,751) |
|--------------|------------|

This change makes adjustments to reconcile the 2023 Baseline with the 2022 Adopted Central Cost Manual.

Citywide Adjustments for Standard Cost Changes

| | |
|--------------|---------|
| Expenditures | \$9,477 |
|--------------|---------|

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare, retirement, and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

Appropriations for 2022 Annual Wage Increase (AWI)

| | |
|--------------|----------|
| Expenditures | \$69,002 |
|--------------|----------|

This centrally administered change adjusts appropriations to reflect an annual wage increase in 2022, as outlined in the agreements between certain City unions, for personnel costs included in this department. These agreements were not finalized until after the 2022 budget had been adopted. This change includes ongoing cost increases to salary, FICA, Medicare, retirement, overtime and temporary labor. There is no increase assumed from 2022 to 2023.

Proposed Operating

OEM 2023 Budget Reductions

| | |
|--------------|------------|
| Expenditures | \$(89,800) |
|--------------|------------|

The General Fund revenue forecast for the City’s 2023-24 Proposed Budget is insufficient to cover expected costs. General Fund reductions were identified to mitigate this shortfall in revenues. This item reduces the budget by 3%, which will result in \$89,800. This non-personnel reduction will not impact their daily operations.

Office of Emergency Management

Expenditure Overview

| | 2021 Actuals | 2022 Adopted | 2023 Proposed | 2024 Proposed |
|---|------------------|------------------|------------------|------------------|
| Appropriations | | | | |
| OEM - BO-EP-10000 - Office of Emergency Management | | | | |
| 00100 - General Fund | 3,695,333 | 2,912,567 | 2,786,495 | 2,824,685 |
| 14000 - Coronavirus Local Fiscal Recovery Fund | - | 268,592 | - | - |
| Total for BSL: BO-EP-10000 | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |
| Department Total | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |
| Department Full-Time Equivalents Total* | 15.00 | 15.00 | 15.00 | 15.00 |

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

Budget Summary by Fund Office of Emergency Management

| | 2021 Actuals | 2022 Adopted | 2023 Proposed | 2024 Proposed |
|--|------------------|------------------|------------------|------------------|
| 00100 - General Fund | 3,695,333 | 2,912,567 | 2,786,495 | 2,824,685 |
| 14000 - Coronavirus Local Fiscal Recovery Fund | - | 268,592 | - | - |
| Budget Totals for OEM | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |

Appropriations by Budget Summary Level and Program

OEM - BO-EP-10000 - Office of Emergency Management

The purpose of the Office of Emergency Management Budget Summary Level is to manage citywide emergency planning, hazard mitigation, disaster response and recovery coordination, community preparedness, and internal and external partnership building.

| Program Expenditures | 2021 Actuals | 2022 Adopted | 2023 Proposed | 2024 Proposed |
|--------------------------------|-------------------------|-------------------------|--------------------------|--------------------------|
| Office of Emergency Management | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |
| Total | 3,695,333 | 3,181,159 | 2,786,495 | 2,824,685 |
| Full-time Equivalents Total* | 15.00 | 15.00 | 15.00 | 15.00 |

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*