

RESOLUTION NO. 2017- 291

A RESOLUTION APPROVING THE ACCEPTANCE OF FEDERAL FUNDS AND PARTICIPATION IN THE FY17 EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM, EMERGENCY MANAGEMENT AGENCY ASSISTANCE ADMINISTERED BY THE STATE OF NEW JERSEY, DEPARTMENT OF LAW AND PUBLIC SAFETY, FOR USE IN SUPPORT OF THE COMPLETION OF ITEMS LISTED IN THE OEM MUNICIPAL WORK PLAN.

WHEREAS, the City of Vineland Office of Emergency Management has been determined to be eligible to apply for the FY17 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance (EMAA) for the grant period July 1, 2017 through June 30, 2018, under Sub-award number FY17-EMPG-EMAA-0614. The Sub-grant, consisting of a total amount of \$21,103.42, including \$10,000.00 Federal Award and \$11,103.42 Local Matching Funds, is for the purpose of supporting the completion of items listed in the Municipal Work Plan, copy attached; and

WHEREAS, the City of Vineland Office of Emergency Management, designated by the State of New Jersey State Police, Office of Emergency Management, has submitted an Application for Sub-grant Award that has been required by the said New Jersey State Police Office of Emergency Management; and

WHEREAS, the Application for Sub-grant Award calls for a match in the amount of \$11,103.42 which the City of Vineland Office of Emergency Management will satisfy through the C.Y. 2017 City of Vineland approved budget for salaries and wages and fringe benefits.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Vineland here with endorses the submission of the FY17 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance (EMAA) Sub-grant in the amount of \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management; and

BE IT FURTHER RESOLVED, that the City Council of the City of Vineland is hereby accepts the award of the said Sub-grant Funds, in the amount of \$10,000.00; and

BE IT FURTHER RESOLVED that copies of this Resolution shall be forwarded to the New Jersey State Police, Office of Emergency Management; the Director of the Division of Local Government Services; the City of Vineland Business Administrator; the City of Vineland Chief Financial Officer; the City of Vineland Emergency Management Coordinator and Office of the Treasury.

Adopted:

President of Council

ATTEST:

City Clerk

New Jersey State Police
Emergency Management Section
Emergency Management Agency Assistance - Emergency Management Performance Grant

City of Vineland Municipal Work Plan - FY2017

1. Provide to the County Office of Emergency Management detailed quarterly performance reports outlining the activities that your municipal organization has completed to satisfy all of the requirements below, providing supporting documentation as proof of the activity. The quarterly reports are due no later than October 10, 2017, January 10, 2018, April 10, 2018, and July 10, 2018 respectively (or within 14 days of your subaward, whichever is sooner). Additionally, provide to the County OEM a final year-end financial report no later than July 10, 2018.
2. Submit to NJOEM proof that any Municipal OEM personnel receiving a portion of the EMAA grant participated in four (4) exercises during the 2017 Fiscal Year. Additionally, the same personnel must have completed the following courses prior to June 30, 2018: IS-100, IS-200, IS-700, IS-800, IS-120, IS-230, IS-235, IS-240, IS-241, IS-242, and IS-244. Exercise participation will be entered in the quarterly reporting function of NJEMGrants. Certificates indicating course completion will be uploaded to NJEMGrants.
3. Complete a review of the Municipal Emergency Operations Plan (EOP) as per NJOEM Directive 101. The EOP must emphasize the all-hazards approach. Based upon changes in the Municipalities hazard analysis, OEM staffing, or resources; make revisions to the EOP as necessary. The Municipal EOP requires an annual review. This should be accomplished at one of the Municipal LEPC meetings and documented in a quarterly performance report. The Municipal EOP must be submitted, through the County OEM, to the NJOEM Regional Office, for re-certification every four years.
4. The Municipal OEM will exercise their EOP in conformance with NJOEM's Exercise Program Guidelines and submit the exercise to NJOEM for exercise credit via E-Team.
5. Provide a list of training courses attended by Municipal OEM staff. The Municipal Coordinator must identify twenty four hours of continuing emergency management education.
6. The Municipality shall conduct a minimum of two meetings of the Municipal LEPC. These meetings should include municipal chief executives, department heads and volunteer agencies to thoroughly review the Municipal EOP. The review should include a discussion about the roles and responsibilities of municipal departments and agencies during emergencies.
7. Attend at least 75% of all municipal coordinator meetings conducted by the County OEM.
8. The Municipality's Emergency Operations Center (EOC) shall participate in the four (4) EOC Communication exercises hosted by their respective County EOC (one per quarter). The exercises will focus on the Municipal EOCs ability to communicate with the County EOC, primarily using the County's EOC Management Tool (e.g. E-Team, WebEOC, etc.).
9. Submit all Municipal reports, supporting documentation, communications, and paperwork associated with this subaward, through the County OEM, to the NJOEM Regional Office via NJEMGrants, or as directed by NJOEM.

WORKPLAN ACCEPTED BY: Luigi Tramontana Jr

Coordinator Name (please print)

Coordinator Signature

6-20-2017

Date