

**CITY OF ALBANY  
CITY COUNCIL AGENDA  
STAFF REPORT**

Agenda Date: June 6, 2011

Reviewed by: BP

**SUBJECT:** Presentations on Information Distribution in an Emergency and  
Disaster Preparedness Information for the Community

**REPORT BY:** Edward W. Tubbs, Fire Chief

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**STAFF RECOMMENDATION**

Receive presentations for information only.

**BACKGROUND**

The City Council requested that they be informed on how the City of Albany would be notified when an emergency notification is announced and furthermore, how this information would be shared with our citizens.

**DISCUSSION/ANALYSIS**

There already is a plan in place at the State level to share information with the Regions within California. The Regions would then share the information with the Alameda County Office of Emergency Services (OES). The County OES would share the information with each of the cities and special districts (as needed).

Albany also has a plan in place to share information in the event of an emergency. This is contingent on there being enough time to prepare the information for distribution, but also that there is time to get the information released to the public so they can effectively prepare themselves.

Staff will make a presentation on the distribution of information, as well as a presentation on disaster preparedness information for the community.

**SUSTAINABILITY IMPACT**

None

**FINANCIAL IMPACT**

None

**Attachments**

1. Memorandum from Chief Tubbs explaining the emergency notification process from the State to the City of Albany.
2. Copy of the State of California Emergency Management Agency (CALEMA) region map.
3. Copy of the San Francisco Bay Area Emergency Alerting System (EAS) plan.
4. Copy of the City of Albany Employee Information Guide.

## Memorandum

Date: May 22, 2011

To: City Council

From: Ed Tubbs, Fire Chief

Via: Beth Pollard, City Manager

Re: Emergency Notifications

When a regional, national, or international event occurs and a warning is needed; it will initially be received at the State level by the California Emergency Management Agency (CALEMA). They will in turn notify the nine regions of the state. In Albany's case this is Region II and that area covers the coast from the State of Oregon thru the bay area. Region II will then notify each of the County Operational Areas and the counties will contact all of their cities and special districts (as needed) within the each county.

When the Albany Fire Department has been notified, we will review the information and then determine if it is merely an advisory, or an actual emergency. When an emergency is determined to be forth coming, the fire department will notify the City Manager, City Council, and all other city departments. We will also reach out to the community via press releases to the local television and radio stations in the San Francisco Bay Area Counties, per the specific Emergency Alerting System (**EAS**) plan that is in place and it will be used as needed. We would also post it on the city website, the local cable channel, and use the social media available to us (i.e. Facebook, Twitter, etc.)

The Emergency Operations Center (EOC) would be opened and staffed as needed to continue to share information with the community, city departments, and local agencies that can assist our community. Resources would be requested for immediate need or for a planned future need.

# COASTAL REGION California Emergency Management Agency (CalEMA)

December 2009

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