



EMERGENCY MANAGEMENT

— SONOMA COUNTY —

2021 ANNUAL REPORT



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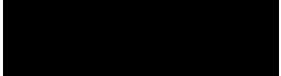
Letter from the Chair of the Board of Supervisors

Coming on the heels of a very challenging 2020, the year 2021 also proved challenging in its own way with both blessings and some not-so-wonderful things. While our County was very fortunate in that we did not experience a major disaster as we have in previous years, COVID raged on, changing the landscape of our personal and professional lives. Our priorities temporarily changed from regular day-to-day living—chores, planning, family, and friends—to vaccinations, testing, facemasks, and social distancing. Quite a difference and a real test of our individual and community resilience.

Although part of our focus shifted, County staff persevered in serving the people of Sonoma County, finding innovative ways to “keep the doors open” and facilitate programs to assist those in need. The work in disaster preparedness and community outreach also continued within the Department of Emergency Management (DEM). DEM has been working in collaboration with other departments to strengthen and improve the programs already in place, including Alert & Warning, Community Preparedness, and Care & Shelter, to mention just a few. The newly released County-wide Evacuation Zone map is one of the many quieter successes achieved in 2021 and I would like to encourage everyone to “Know Your Zone.” The map may be found on the DEM website: SoCoEmergency.org.

I would also like to encourage our residents to lean in to Vegetation Management around their homes and businesses. The importance of Vegetation Management, along with Home Hardening, cannot be stressed enough, especially for those living and working in our more rural areas.

Challenges will always be with us in one form or another, the difference is that we come together as a community to face those challenges and continue to strive to be the best Sonoma County that we can be. I believe that we are fortunate to have County staff, such as those in DEM, working to improve our preparedness, our warning systems, and our responses to whatever challenges may come our way.



Lynda Hopkins
2021 Chair, Board of Supervisors

DEM has been working in collaboration with other departments to strengthen and improve the programs already in place, including Alert & Warning, Community Preparedness, and Care & Shelter.



Letter from the County Administrator



**To enrich the
quality of life
in Sonoma County
through superior
public services.**

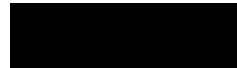
2020 proved to be a year of truly extraordinary challenges for Sonoma County—both in variety and intensity. Most notably, County leaders and residents have once again shown strength, resiliency, and perseverance in the face of extreme hardship. Along with the rest of the United States and the world, the County endured the COVID-19 Pandemic and all of its dangers, uncertainties, and frustrations. Here in Sonoma County, we also simultaneously dealt with a major homeless encampment crisis, two major wildfires, PG&E power shutoffs, extreme heat, social justice challenges, and even election security concerns. 2020 did prove one thing: By coming together, we can be greater than any challenge.

Beginning with the October 2019 Kincadee wildfire and through 2020, more than 2,700 County staff worked an incredible 539,000 hours on the front lines and behind the scenes in disaster response supporting emergency warning, evacuations, shelters, transportation, public information, fiscal management, and recovery tasks. The Department of Health Services led the massive ongoing COVID-19 effort with staff working more than 171,000 hours to support medical and healthcare providers, coordinate the flow of information and resources among local, state and federal partners, develop emergency care facilities, and lead public information and education outreach. These extraordinary numbers serve to underscore dedication that county workers have to their positions and to the residents of Sonoma County.

In addition to meeting the needs of residents impacted by COVID-19 and other emergencies, the County implemented its Continuity of Operations Plan to ensure that County departments and agencies were able to continue to function and safeguard the ability of residents to access critical services. The Department of Emergency Management and the entire County government is continuing to work diligently towards increasing our resilience and capabilities to address whatever disasters or other challenges may confront us.

County leadership continues to be dedicated to working with community leaders to help provide Sonoma County residents with a proactive approach to preparedness and recovery by providing resources to improve existing programs while implementing new technologies, with a focus on improving the lives and safety of everyone in our county.

2020 was a year in which the County government, working with our communities, was able to live up to our Mission: “To enrich the quality of life in Sonoma County through superior public services.”



Sheryl Bratton
Sonoma County Administrator
Director of Emergency Services



DEM staff made incredible progress on preparedness efforts even as they struggled under the constraints of COVID-19.

Director's Corner

2021 was another significant year for the residents of Sonoma County and for the Department of Emergency Management (DEM). The ongoing, dynamic impacts of COVID-19 continued to wear on our communities with the Delta and Omicron variants posing new risks and challenges. DEM continued to support the efforts of the Department of Health Services as they led efforts to keep us all as safe as possible. The distribution of vaccines in the first part of 2021 was a tremendous undertaking and eventual success.

Although we were spared the significant disasters seen in recent years, the County was challenged by many “near-misses” including a drought that created significant potential for wildfires, extreme heat events, homeland security concerns, and a record massive atmospheric river rainstorm in October. DEM staff have been able to make incredible progress on a range of planning, training, and other preparedness efforts even as they struggled under the same constraints that COVID-19 placed on us all. Thank you for taking some time to look into what DEM was able to accomplish in 2021—here’s hoping for a wonderful 2022 for everyone in Sonoma County—we deserve it!



Chris Godley
Director of Emergency Management





The Siteimprove Sponsor Award, NAGW Pinnacle Awards



National Association of Counties (NACo) 2021 Achievement Award Winners:

- Sonoma Ready Sonoma Strong
- EOC GIS Team Program

YEAR IN REVIEW

2021 provided the Department of Emergency Management with a much-needed period of stability for general planning and overall preparedness. Because we were not activated into a full response mode, DEM personnel were able to focus on coordinating and completing projects, maintaining relationships with partners, exercising plans, and working with communities.

Mass Vaccination Site Tour

In April, DEM staff coordinated with CalOES and took a tour of the Oakland Coliseum Community Vaccination Clinic. This site was able to deliver up to 6,000 vaccines per day and supported many mobile clinics in the community. Staff learned about the logistics, layout and footprint of the facility, and how to efficiently move residents through the vaccination process and effectively provide support (such as translators and emergency care).

North Bay Emergency Management Coordination

Sonoma County DEM hosted Emergency Managers from neighboring North Bay counties for a meet-and-greet and coordination session at the Sonoma County Emergency Operations Center (EOC). Emergency Management staff from Napa, Lake, Marin, CalOES, and Sonoma counties attended the meeting in May. Each county gave an update to their local program, and discussed possible collaborative preparedness efforts for fire and drought, alert and warning, and mutual aid.

Community Evacuation Exercises

As part of a community preparedness effort, DEM worked with local community groups to give residents a chance to practice evacuating. The communities of Fitch Mountain, Camp Meeker, and Occidental each took part in community evacuation events. As part of the exercises, DEM collaborated with other county departments and local public safety agencies whom provided support. During the exercise, Sheriff’s Deputies conducted Hi/Lo siren alerting, Human Services operated a simulated Temporary Evacuation Point, Regional Parks provided support for the TEP and Hi/Lo siren alerting, and County Communications provided media affairs support. DEM provided an exercise SoCo Alert and support during a resource fair. Hundreds of residents participated in the community evacuation exercises to great success. DEM plans to host additional exercises in 2022.



Year in Review

EOC Staff & Disaster Service Worker Training



Disaster Service Worker (DSW) Training

In 2021, DEM launched a new training program for County Staff who serve as Emergency Operations Center (EOC) personnel during activations. This new program provides various courses with each EOC section on its own track, with each course building on the previous one. The program starts with a general EOC 101 course, followed by a 102 course specific to the EOC section. The next course trains on the use of the EOC incident management system, WebEOC. Other courses include specific training for different roles, such as Care and Shelter Worker and Local Assistance Center worker; insights to EOC leadership meetings, and also the how-to steps of damage assessment. Training started with in-person courses at the EOC. DEM is working on providing course content virtually through the County's Learning Management System.

Community Alert & Warning

The Community Alert & Warning Division took advantage of the break in emergency response and were able to complete some priority projects. One of those was the adoption of the Alert and Warning Annex, a supporting document of the County Emergency Operations Plan. This Annex details the overall policies and objectives of alert and warning for Sonoma County. This document also provides considerations for special populations for alert and warning, delineates authorities among jurisdictions, and describes challenges within alert and warning. The annex was presented and approved by the Board of Supervisors in April.

Operational Area Alert & Warning Tabletop Exercise

In July, DEM Alert and Warning hosted a first-ever Tabletop Exercise. Over 30 participants from State, County, city jurisdictions, and other public safety agencies were in attendance. Using different scenarios, participants were able to discuss the process for alerting their respective communities and gain a better understanding of alert and warning in the county. This exercise also provided an opportunity for attendees to engage in more in-depth conversation about the different methods of notification.



The DEM Team



Year in Review

Bay Area UASI Summit Presentation

Community Alert and Warning Program Manager Sam Wallis was among representatives of the National Weather Service SF Bay Area and San Francisco Fire Department during a panel presentation at the 2021 Bay Area Urban Areas Security Initiative (Bay Area UASI) Public Safety Preparedness Summit in November. During the “Public Information and Warning in the Real World” session, Sam and Brian Garcia from the National Weather Service (NWS) gave an overview of use of Non-Weather Emergency Messages via the NOAA All-Hazards Weather Radios. This project allows the ability of local jurisdictions to send an alert message to the NOAA Weather Radio system with little input by NWS staff. Sonoma County DEM was the first in the Nation to use this system in a live setting.



Bay Area UASI Summit

Evacuation Message Pre-Recording Project

A project that was time-extensive, but soon proved to be quite valuable, DEM Alert and Warning staff took on the huge project to pre-record and produce emergency messages for the county’s 211 evacuation zones. Messages included both evacuation warnings and evacuation orders for each zone, both in English and Spanish languages. In all, staff completed recordings of 844 messages and uploaded them to the SoCoAlert system. The team also supported the incorporated cities by recording and producing emergency messages for the city zones as well. This project proved its worth during the Ormsby Fire on September 21st. A fire from a residence ignited vegetation, prompting evacuations by the Sheriff’s Office. Upon receiving and confirming the request, DEM Alert and Warning was able to send the evacuation order message to hundreds of residents within 4 minutes. This is a massive improvement on the general average of 20 to 30 minutes it would previously take to create and send out an alert.

Another form of alert sent during the Ormsby Fire was a Wireless Emergency Alert (WEA). Using the updated Alert and Warning message generator, another project completed during 2021, staff was able to create and send a WEA to the area around the fire within a few minutes. The message generator provides alert text in both English and Spanish, formatted for use in WEA 90- and 360- character alert messages.



ALERT & WARNING OVERVIEW

Operations

- **Pre-Recorded Messaging Project:** For no-notice emergencies, the rapid preparation of emergency messages can be time-consuming when time is at a premium. The stress and confusion of the moment often precludes effective editing and checking, leading to inadvertent errors in alerts. With the adoption of the County Emergency Evacuation Zone Map, we were able to standardize and pre-record messages for every unincorporated zone in the County. For each of those 211 zones we recorded and have uploaded into the system a message for an evacuation warning and order in English and Spanish for a total of 844 pre-recorded messages. This task allowed us to edit and quality-control the messages during normal business hours, significantly reducing the chance of errors. This system was used operationally in October 2021 when the Sheriff ordered an evacuation of a portion of Penngrove. Unlike previous alerts which could take up to 45 minutes to prepare, the Zone 5K1 order went out four minutes after receiving the request for assistance from the Sheriff.



Pre-Recorded Messaging Project

Training and Exercises

- Pursued an aggressive training, testing and exercising program to ensure that alert originators understood how to properly launch alerts and authorities understood and were comfortable with their role in the process. Additionally, we conducted numerous exercises with all of our Alert & Warning systems to ensure they worked properly and to build confidence in the systems, as well as to better understand their weaknesses. Specific training and exercising included:
 - Weekly testing of the incoming DEM duty officer requiring them to receive a scenario, process the data and prepare a viable alert for launch.
 - Quarterly training of REDCOM supervisors to maintain their proficiency in the Wireless Emergency Alert (WEA) system.
 - Live Opt-in WEA tests for selected communities including Occidental, Kenwood and Oakmont.
 - First Tabletop Exercise in the County for Alert & Warning, bringing in over thirty state, county, city and other public safety agencies to walk through a variety of scenarios to improve a better understanding of the Alert & Warning process in the County.
 - First large-scale Alert & Warning test using two different Alert & Warning platforms to conduct a comparative analysis of systems.
 - First live use of the National Oceanic and Atmospheric Administration's (NOAA) Weather Radio Alert system using the Non-Weather Emergency Message System (NWEM) in the nation, done in close conjunction with the National Weather Service.



Alert & Warning Overview

Planning and Coordination

- Published a comprehensive Alert & Warning Annex to the County's Emergency Operations Plan. This substantial document:
 - Provides in-depth analysis of the challenges of communicating Alerts & Warnings to the Operational Area.
 - Identifies specific populations requiring additional Alert & Warning emphasis.
 - Delineates the alerting authority between jurisdictions.
 - Offers detailed guidance and best practices for messaging, procedures, and exercises.
- Developed a comprehensive manual of the Alert & Warning systems for use by alert originators.
- Worked closely with the Sheriff's Office to develop and refine the County Emergency Evacuation map and synchronized it with the existing Emergency map.

Technology and Innovation

- The first known county-wide artificial intelligence system for the detection and reporting of wildfires became operational thanks to a federal grant. The system went live in May and detected over 60 vegetation fires before the end of the year.
- Worked diligently to install five additional fire cameras in underserved areas of the county at Sears Point (Sonoma Raceway), Siri (Monte Rio), Moonraker (Sean Ranch), Meyers Grade, and Oak Ridge (Annapolis).



Fire Camera Installation



COMMUNITY PREPAREDNESS PROGRAM

BY THE NUMBERS

93

Emergency Preparedness Public Education Opportunities both live and virtual reaching 139,875 Sonoma County community members

13,398

Evac Packs distributed in the County through partners and to individuals

108

Community Partner Working Meetings including 1585 community members collaborating to promote preparedness across the county

The mission of the Community Preparedness Program is to reach Sonoma County residents from different cultural, geographic, and demographic groups and educate them regarding preparedness, as well as inspiring actions in getting ready at home and at work. The program’s multiple elements communicate empowerment by leveraging community nonprofit and county agency partnerships to achieve the goals and objectives. 2021 action plans were influenced by ongoing COVID restrictions. Activities were often web focused with few in person events calendared. This year also marked the development of a new action plan which will begin in 2022.

February – May: Created New Three-year Plan

A team of twelve stakeholders met virtually from February through May to consider Community Preparedness planning in the future. Using the current activities as a starting point this stakeholder effort will provide an updated base plan for fiscal years 2022-2024. Led by Community preparedness Program Manager the working group considered special needs populations, challenges and approaches to overcome and created a list of priority projects. The stakeholder group included representation from non-profits, CERT (Community Emergency Response Team), community groups, AFN (Access and Functional Needs) oriented non-profit partners, Latinx, education, seniors, faith-based groups and COAD (Community Organizations Active in Disaster).

April: Grant to Promote Earthquake Preparedness

Sonoma County received an award of 20 Home Fastener Starter Kits as an award from Earthquake County Alliance (ECA). The objective of this project was to use these fastener kits as part of a social media advertising effort, to draw attention to Earthquake Preparedness. Sonoma County is a highly fire-focused community, and getting attention for earthquake preparedness is often challenging. Secondly, we sought to reach our Latinx population in a significant way. The County is 27% Latinx, but because we feel we have not reached this population with the same effectiveness we reach our other residents, we decided to reserve 50% of the fasteners for Latinx population. Ads for the contest, with information about earthquake preparedness ran for four weeks.

48% of first message reach and 47% of the second message was to Spanish speakers:

Reach	First Message	Second Message
Spanish	2,291	2,088
English	2,444	2,376



Community Preparedness Program

Know Your Zone

To address residents' concerns, the County created a comprehensive Evacuation Readiness Campaign which included several integrated components: development of a standardized evacuation zone map for the county and incorporated cities completed by Sonoma County Sherriff's Office; customizable resident evacuation information packs (Evac Packs); local neighborhood evacuation exercises (by DEM); a television and radio town hall to discuss evacuation hesitancy and promote Know Your Zone; and a master Evacuation Annex to the County's Emergency Operations Plan (DEM). The key to this campaign was the enhanced widespread collaboration across agencies, community groups, and residents. The collaboration leveraged partner strengths and allowed for highly efficient workload distribution for a major county-wide effort. This included collaborating on Know Your Zone public outreach to ensure residents could find, review, and understand their designated evacuation zones. Sherriff, DEM and other partners began this ongoing effort in May, launching with a four page newspaper ad highlighting evacuation zones across the county.

May: Evac Packs

Evac Packs are clear view envelopes loaded with information and planning aids to help residents prepare for potential evacuations. The pack includes a Personal Emergency Plan template, Evacuation Check list, a Know Your Zone sticker, and hints for Power Shutoffs. Materials are designed to give residents a chance to pre-plan this stressful and unpredictable activity. The pack can be hung inside a closet door or other handy location so it is ready and accessible if needed. The packs continue to be available at the Sonoma County Libraries in Spanish and English, as well as distributions throughout the County at different events and by neighborhood groups preparing together. More than 13,000 were distributed in 2021.

Evac Pack Assembly



Partnering at Community Events to Distribute Evac Pack

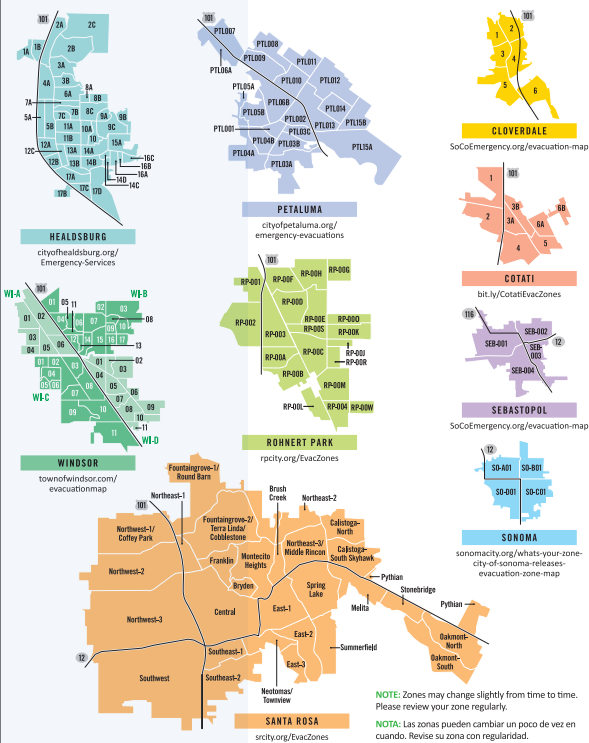
Nonprofit partners and community events were all leveraged to distribute Evac Packs to different segments of the community.

KNOW YOUR ZONE



Check Out the Official Evacuation Zone Maps

The County of Sonoma, and its cities, have established evacuation zones to more efficiently evacuate our communities. Know Your Zone so you can act quickly if needed. Find Your Zone for home and work locations. City map locations are below, or go to SoCoEmergency.org/evacuation-map. Call 211 for assistance if needed. (County map on back.)



Mire los Mapas Oficiales de las Zonas de Evacuación

El Condado de Sonoma y las ciudades han establecido zonas de evacuación para evacuar nuestras comunidades de manera más eficiente. Conozca Su Zona para que pueda actuar rápidamente si es necesario. Conozca las Zonas de su hogar y trabajo. Encuentre los mapas de las ciudades a continuación, o vaya a SoCoEmergency.org/mapa-de-evacuacion. Llame al 211 si necesita asistencia. (Mire atrás para el mapa del condado.)

CONOZCA SU ZONA



Community Preparedness Program

Creating Public Service Announcements with NorCal and Sonoma Water

In collaboration with Sonoma Water and DEM, Northern California Public Media developed ten Public Service Announcements (PSA). These PSAs covered the topic of Knowing Your Zone, Build a Kit, and Staying informed. Additional PSAs were focused on drought. The PSAs aired on radio, television and linked to YouTube for social media exposure.

June: Wildfire Preparedness Briefing

Participated in Virtual Wildfire briefing for Sonoma County. This was two separate events, one in English and one in Spanish.

July: NACo Achievement Award

The National Association of Counties awarded Sonoma County DEM with an Achievement Award for the Community Preparedness program. Submission for award included a variety of activities including website changes, ad campaign, material development, and events.

August: Cloverdale Preparedness Event

Northern Sonoma County CERT and other non-profits including DEM worked to create a full day education event in Cloverdale. The event included CERT exercises, tabling by many different organizations, and entertainment. Attendance is estimated at 1,500.

Partner with NorCal for Live Broadcast: Don't Wait – Evacuate

In partnership with Northern California Public Media a one hour live call in show was developed to help promote public awareness around the importance of evacuating, as well as Know Your Zone information.



Cloverdale Preparedness Event



Don't Wait – Evacuate Broadcast



Community Preparedness Program

Sonoma Ready Partnership with Sonoma County Library

Six Classes were scheduled virtually with preparedness theme in collaboration with Sonoma County Library. Classes were held in English and translated into Spanish.

- June 12 – Make a Kit
- June 26 – Make a Plan
- July 10 – Stay Informed and Connected
- September 18 – Go Bag Product Review
- September 26 – How to Home Harden
- September 29 – Wilder than Wild Movie and discussion



Ongoing Food Task Force

March – December: Ongoing Food Task Force

This Ongoing project (begun in March 2020) continued through 2021 with a soft finish in December 2021. Community non-profit partners were supported throughout the year with funding as well as man power and supply support as needed. Funds of \$1,800,000 were allocated for the January to June 2021 period. The final round of funds allocated was for July to December 2021, \$940,000. A total of \$6,240,000 was provided to non-profits to support food security in Sonoma County from March 2020 to December 2021.

Food Task Force Funding for Total Project

Non-profit Partner	Total funding
Ceres	\$1,055,000
Salvation Army	\$49,000
Petaluma People’s Service Center	\$241,500
Council on Aging	\$550,000
Coastal Seniors	\$150,444
Redwood Empire FB	\$2,265,000
Sonoma Family Meal	\$954,531
Food For Thought	\$558,000
Catholic Charities	\$284,000
Not invoiced (approx.)	\$132,525
Total	\$6,240,000



Over the past year, the Duty Officer provided situational awareness for:

- Wildland fires
- Election security
- Continued support of COVID-19
- Mass casualty incidents
- Hazardous materials events
- Power shut off events
- Red flag conditions
- Extreme weather events

EMERGENCY COORDINATION

Emergency Coordination and Management is responsible for developing emergency response plans, conducting training for County staff and Operational Area jurisdictions, and facilitating exercises to validate plans and training. Over the last year, we have provided essential training for county staff with roles in the Emergency Operations Center. Training included EOC, ICS/SEMS/NIMS overview, EOC section-specific training. In addition to county staff, we provided WebEOC, our online web-based incident management program with our nine cities, Sonoma State University, and Santa Rosa Jr. College.

This group also staffs the 24/7 Staff Duty Officer program. The Staff Duty Officer is the point of contact and action agent for all threat notifications and public warning missions and the on-scene liaison to County departments, municipalities, and special districts during emergencies. The Duty Officer performs time-sensitive, public safety support functions for the Sonoma County Operational Area.

The Emergency Coordination and Management team also maintains the County/Operational Area Emergency Operations Center (EOC) facility/organization, coordinates the County's Continuity of Operations Plan (COOP) program, and supports the development of hazard mitigation strategies.





EMERGENCY OPERATIONS PLAN

SONOMA COUNTY OPERATIONAL AREA



Emergency Coordination

Emergency Operations Plan

This year, we took on the ambitious project of rewriting the Emergency Operations Plan (EOP) for the Sonoma County Operational Area, the first update since the Department of Emergency Management became operational. With this EOP, we incorporated requirements outlined in California's Senate Bill 160 (SB 160), a law passed in 2018 to address the lack of cultural competency evident in the devastating statewide fires of 2017. Many departmental improvements and lessons learned are included in this EOP, as this plan was last updated in 2014.

To understand the needs of the historically underserved populations in Sonoma County, we worked with the Office of Equity to form a Community Advisory Group, one of the requirements of SB 160. We examined past emails, letters, publications, and other significant input from community members. The majority of these focused on emergency response and recovery, particularly after recent fires. We noted previous limitations as areas for improvement, and started documenting these recommendations.

We then reached out to the community through COAD (Community Organizations Active in Disaster), the Promotoras, the Immigrant Defense Task Force, and other local community groups involved in disaster response. These groups provided the backbone of our advisory group. We hosted five geographic meetings, one in each Supervisorial District. During these meetings, which were held on Zoom in Spanish with English translation, we provided an overview of the plan and the process, with time allotted for those invited by the Supervisor or members of the Community Advisory Group to offer feedback on the current draft of the plan. From these sessions, plus the initial gathering of feedback, we collected a total of 137 recommendations. We created a spreadsheet to track whether the recommendations were included in the EOP and noted why some were not. The reasons not to incorporate certain feedback items included the item being referred to a different department or agency, or slated for a future project outside the scope of the EOP. Changes implemented include the addition of COAD and the Office of Equity into the Emergency Operations Center (EOC) structure, bilingual alert and warning protocols, and the recognition of the importance of planning to the margins to include all groups represented in the county.

We also sought ways to make the document itself more accessible to the public. Dynamic graphics have been designed to make the plan readable for a general audience as well as the responders who traditionally access the plan. The EOP, as well as the annexes, have been translated into Spanish. All of these plans are available on the DEM website in English and Spanish. As one of the first



Goat Shelter

Emergency Coordination

California counties to complete an EOP with the new SB 160 guidelines, this has been an opportunity to collaborate with our community and increase our effectiveness to provide culturally responsive Emergency Management service.

Fitch Mountain Evacuation Exercise

The Fitch Mountain Evacuation Exercise on June 5 encouraged residents to participate evacuating from their homes to meet at the Healdsburg Community Center Temporary Evacuation Point. The exercise started at 8:00 am with the Sheriff’s Office vehicle driving the area with its High-Low siren and County sending the SoCoAlert activating notices. Approximately 130 residents registered with SoCoAlert with additional residents joining the exercise who heard the High-Low sirens from Sheriff Office vehicles or from their neighbors. This exercise included a Resource Fair that provided additional information related to being better prepared and available resources.

The successful Fitch Mountain Community Evacuation Exercise on June 5, 2021 was the result of planning with the following entities:

- Department of Emergency Management
- American Red Cross,
- City of Healdsburg including:
 - Office of City Manager
 - Fire
 - Police
 - Public Information Office
 - Recreation Parks
- County of Sonoma Board of Supervisor James Gore
- Department of Human Services
- Public Information Office
- Transportation and Public Works
- Regional Parks-Sheriff’s Office
- HALTER (large animal rescue)
- North Bay Animal Services
- Northern Sonoma County Cope
- Fitch Mountain Cope
- Northern Sonoma County CERT
- Sonoma Community Animal Response Team

Warehouse Coordinators

The Department of Emergency management employs two Extra Help Warehouse Coordinators who have the responsibility of maintaining three individual warehouses, amongst their other duties. They spent a large part of 2021 ensuring that each warehouse is organized, labeled, and inventoried. The inventory lists are now easily accessible in the department’s material management drive and a hard copy is located at each warehouse. The Department maintains care and shelter trailers,



Emergency Coordination

each inventoried, which the warehouse coordinators have strategically located throughout the county. In addition, they work at the Emergency Operations Center, where the supply cabinets have now been inventoried, organized, and labeled for easy access.

The warehouse coordinators are highly efficient and ready to receive a variety of inventory. Most recently, they have been receiving and distributing essential materials to and from other departments and organizations within Sonoma County. This includes air purifiers, PPE (Personal Protection Equipment), MREs (Meals Ready to Eat), and cleaning supplies.

The warehouse coordinators have also taken on the responsibility of learning to operate the ADA shower trailer, ensuring that it works properly from its up-extended position, to the lower position of resting on the ground. They notated all the electrical breakers, switches, and water valves for easy identification and are in the process of writing a quick-step operating procedure for ease of use.

In addition, warehouse coordinators are responsible for ensuring the DEM fleet are all equipped with emergency roadside equipment and replacing that equipment as needed.

The Department keeps the coordinators quite busy and appreciates all their hard work!





MAJOR ACCOMPLISHMENTS

- Successfully created an operating budget for the Emergency Operations Center (EOC).
- Created and filled a new lead Grant Analyst position and hired a new administrative support Grant Coordinator.
- Shifted approximately \$2.4 million from the Administration to the Operational Area Grants budget.
- Facilitated the lease acquisition, equipment procurement and staffing Operations Center (EOC).

ADMINISTRATIVE SERVICES

The Administrative Services Division is responsible for the management and coordination of internal administrative functions for the department, including: developing and administering the annual budget, human resources and payroll, accounting, records management, department operations and ISD logistics, oversees Grant Administration, and acts as administrative support to department staff and the Operational Area Emergency Council.

2021 proved to be a challenging year to effectively administer departmental operations and functions with the ever-evolving Federal, State and County guidance related to COVID-19 employment and business protocols, regulations and procedures.

Administrative staff was able to implement alternative solutions for staff working remotely and equip them with the resources necessary to ensure successful continuity of operations and consistent workflow throughout all divisions. Stringent COVID-19 safety protocols and practices were implemented to safely allow staff to re-enter County offices. Challenges of an entirely remote budget process were met and the department successfully adopted a final budget of \$7.7 million, including \$2.4 million in federal grants.

Major Accomplishments 2021

- Successfully created an operating budget for the Emergency Operations Center (EOC) for ongoing upkeep, Information Systems internal service fees, equipment maintenance, supplies, and Alert & Warning and incident management software programs. The impetus for a separate budget arose from an analysis of escalating overhead costs due to the surge in increased emergency response activations from 2019-2021 and the need for replacement/refurbishing of aging EOC infrastructure and equipment.
- Created and filled a new lead Grant Analyst position and hired a new administrative support Grant Coordinator to fortify the Grant Administration Team and support the application and administration of the rapidly growing number of Federal and State grant awards and funding opportunities available to the County and Operational Area.
- Through the annual budget process, shifted approximately \$2.4 million from the Administration budget to the Operational Area Grants budget section to improve the accuracy of tracking detailed grant revenues and expenditures concurrent with the expanding scope and funding sources administered by the Department.
- Facilitated the lease acquisition, equipment procurement and staffing of a COVID-19 Emergency Supply Warehouse with Emergency Management Performance Grant (EMPG) and American Rescue Plan Act award funding.



BY THE NUMBERS

\$1.9M

State Homeland Security Grant Program

\$56K

Emergency Management Performance Grant

\$2.1M

Hazard Mitigation Grant Program

\$24K

California State funded one-time Power Resiliency Allocation

Administrative Services

Grants Management Team

Grant Administration is responsible for applying for and administering multiple Federal Emergency Management Administration (FEMA) grants and California Department of Housing and Community Development (HCD) Community Block Development (CDBG) grants on behalf of the county and Operational Area.

2021 proved to be a very busy and challenging year for the new Grant Administration Team. The Department created and filled a new lead Grant Analyst position, and hired a new administrative support Grant Coordinator to navigate the expanding grants management and procurement responsibility on behalf of the County and Operational Area partners. Our new staff hit the ground running, with an emphasis on bringing existing grants up-to-date, auditing grant-purchased fixed assets, and streamlining grant processes and procedures to more effectively manage procurement, legal and fiscal accountability.

Active Grants in 2021

State Homeland Security Grant Program (SHSGP)

- FY19 - \$592,861 – 7 projects
- FY20 - \$588,610 – 19 projects
- FY21 - \$701,838 – 17 projects

Emergency Management Performance Grant (EMPG)

- FY20 – \$225,739
- COVID Supplemental – \$113,214
- FY21 – \$224,548

Hazard Mitigation Grant Program (HMGP)

- DR4344 Fire Early Warning Camera System – \$2,042,039
- DR4407 Radio Disaster Alert Devices – \$44,000

Bay Area Urban Areas Security Initiative (UASI)

- FY20 Mobile Command Trailer – \$273,479
- FY21 Emergency Management Training – \$70,000

California State funded one-time Power Resiliency Allocation – \$239,579



Administrative Services

New Grant Opportunities

The Grant Administration Team executed an agreement with the California Department of Housing and Community Development (HCD) for \$7,172,612 in funding through the Community Development Block Grant Mitigation-Resilient Infrastructure Program (CDBG MIT-RIP) that will fund the construction of multiple Community Emergency Resiliency Centers (CERCs). The CERCs will form a network of dedicated logistics and operational response resources that will support dynamic community-level disaster response needs throughout the County. Additionally, the Department has been approved for \$1,874,500 in funding from the Mitigation-Resilient Planning and Public Services Program (MIT-PPS).

The forklift pictured below was procured through the Emergency Management Performance Grant (EMPG) – Supplemental for COVID emergency response needs. This forklift has become a crucial piece of machinery for our Warehouse Coordinators to move and distribute large amounts of COVID emergency response supplies and equipment on behalf of the Operational Area.



New Forklift

RESOURCES



SoCo Emergency. A single point of contact for residents seeking information during disasters, as well as preparedness and recovery information. SoCoEmergency.org.

 @SoCoDEM

 @SoCoDEM

 @SonomaCo_DEM

 Nextdoor.com



SoCo Alert. Call (707) 565-1369 or sign up at SoCoAlert.com alerts such as flood warnings, evacuations, and shelter-in-place orders.



Nixle. Text your zip code to 888777 or sign up at Nixle.com to receive alerts and advisories from local law enforcement.

KNOW YOUR ZONE

Know Your Zone. The County of Sonoma worked with the Sonoma County Sheriff's Office to establish evacuation zones to more efficiently evacuate our communities. SoCoEmergency.org/evacuation-map

