

**CITY OF CORAL GABLES
EMERGENCY MANAGEMENT DIVISION**

Agenda for Meeting of May 21, 2008

1. Welcome and Introductions - Sign In.
Dona Lubin – Assistant City Manager, Emergency Management Coordinator. Walt Reed – Fire Chief, Emergency Management Assistant.
2. Role of the Emergency Management Committee (Ms. Lubin)
 - a. State Law (Chapter 22– Florida Statutes)
 - b. City of Coral Gables Resolution 28905
 - c. Succession Plan
3. Community Hazards (Chief Reed)
4. Coral Gables Rescue-Recon Response (Chief Stolzenberg)
5. Neighborhood Information Center (NICE) Responsibilities (Ms. Lubin and Chief Reed)
6. Emergency Management Programs
7. Police Department Perspective (Chief Hammerschmidt)
8. Q & A.

Florida State Statutes Chapter 22.06 Emergency interim successors for local officers.—The provisions of this section shall be applicable to officers of political subdivisions (including, but not limited to, cities, towns, villages, townships, and counties, as well as school, fire, power, and drainage districts) not included in s. 22.05. Such officers, subject to such regulations as the executive head of the political subdivision may issue, shall upon approval of ss. 22.01-22.10, designate by title (if feasible) or by named person, emergency interim successors and specify their order of succession. The officer shall review and revise, as necessary, designations made pursuant to ss. 22.01-22.10 to ensure their current status. The officer will designate a sufficient number of persons so that there will be not less than three, nor more than seven, emergency interim successors or any combination thereof at any time. In the event that any officer of any political subdivision is unavailable, the powers of the office shall be exercised and duties shall be discharged by his or her designated emergency interim successors in the order specified. The emergency interim successor shall exercise the powers and discharge the duties of the office to which designated until such time as a vacancy which may exist shall be filled in accordance with the constitution or statutes or until the officer (or a preceding emergency interim successor) again becomes available to exercise the powers and discharge the duties of office.

CITY OF CORAL GABLES, FLORIDA

RESOLUTION NO. 28905

A RESOLUTION CREATING "EMERGENCY MANAGEMENT DIVISION" OF CITY MANAGER'S DEPARTMENT TO SUCCEED DISASTER PREPAREDNESS DIVISION; CONTINUING PROVISION FOR EMERGENCY INTERIM SUCCESSORS TO SERVE AS ELECTED OFFICERS WHEN SAID OFFICERS ARE UNAVAILABLE TO PROVIDE FOR OPERATION OF CITY DURING MAN-MADE DISASTER, PURSUANT TO CHAPTER 22, FLORIDA STATUTES, ENTITLED, EMERGENCY CONTINUITY OF GOVERNMENT; AND FURTHER PROVIDING FOR SERVICE TO CITY RESIDENTS UNDER SUPERVISION OF CITY MANAGER'S OFFICE IN EVENT OF NATURAL OR MAN-MADE DISASTER BY ASSISTING IN OPERATION OF NEIGHBORHOOD INFORMATION CENTERS (NICE), OR PERFORMING OTHER DUTIES AS DIRECTED BY EMERGENCY MANAGEMENT DIRECTOR OR EMERGENCY MANAGEMENT COORDINATOR; AND SUPERSEDING RESOLUTION NOS. 10564 AND 21211.

WHEREAS, the City of Coral Gables has for thirty years provided for emergency interim successors to its elected officers to assure the continuity of government through legally constituted leadership under conditions of enemy attack, in the event that any member of the City Commission is unavailable, which was accomplished by the creation of the Civil Preparedness Division, which later became the Disaster Preparedness Division, pursuant to Chapter 22 of the Florida Statutes entitled, Emergency Continuity of Government, and

WHEREAS, it is recognized that the City may also need aid and assistance as the result of natural **disasters**, as well as man-made disasters and it is therefore considered advisable to change the title of the Disaster Preparedness Division to more accurately reflect the description of the additional responsibilities being added for the purpose of providing needed assistance and services in the event of a natural disaster or accidents of a catastrophic nature,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

1. That the "Emergency Management Division" of the City Manager's Department is hereby created, which shall succeed the Disaster Preparedness Division, and which shall continue to provide for interim successors to serve as elected officers of the City when said officers are unavailable to provide for the continuation of the essential functions of the City government during an emergency in the event of an enemy attack, pursuant to the provisions of Chapter 22 of the Florida Statutes entitled, Emergency Continuity of Government, as more particularly set forth therein; incorporating the provisions set forth in Resolution No. 10564 pursuant to the appointment and duties of said interim successors, as hereinafter set forth; superseding said Resolution No. 10564 and further superseding Resolution No. 21211 changing the name to the Disaster Preparedness Division, which resolutions are hereby revoked, repealed and rescinded.

(a) That each duly elected member of the City Commission shall designate by named person not less than three (3) nor more than seven (7) emergency interim successors to their office and specify their order of succession.

- (b) That it shall be incumbent upon each member of the City Commission to review and revise as necessary the designations of emergency interim successors made pursuant to this resolution.
- (c) That the City Clerk shall maintain in current status the list of **designees** for emergency interim successors to the elective offices of the City and the order of their succession.
- (d) That the emergency interim successor (designee) shall exercise the powers and discharge the duties of the office to which designated until such time as the vacancy created by the unavailability of the regularly elected official shall be filled in accordance with the Charter or if the elected official (or a preceding designated emergency interim successor) again becomes available to exercise the powers and discharge the duties of his office.
- (e) That the designated emergency interim successors shall be empowered to exercise the powers and discharge the duties of the office to which designated only after an attack of the United States has occurred and then only by reason of the unavailability of the regular incumbent or the immediately preceding designated successor. Designated emergency interim successors shall be retained on the official roster of successors and in the established order of their succession at the pleasure of the designating authority, who may amend or revise such roster with or without cause.
- (f) That designated emergency interim successors shall upon designation take the same oath of office as prescribed for the duly elected officer, with the further stipulation that the designee shall be empowered to exercise the powers and duties of such office only in the event of the unavailability of the duly elected incumbent, or the immediately preceding successor, following an imminent attack upon the United States. No other oath of office shall be required for succession to the office under the conditions stated herein.

2. That the members of the Emergency Management Division of the City Manager's Department, in addition to being listed on the roster of emergency interim successors to the members of the City Commission, are hereby authorized in the event of a natural or man-made disaster to provide service to the residents of the City of Coral Gables under the supervision of the City Manager's Office, by assisting in the operation of Neighborhood Information Centers (NICE) or performing other duties as directed by the Emergency Management Director or Emergency Management Coordinator.

3. That this resolution shall become effective upon the date of its adoption herein.

PASSED AND ADOPTED THIS NINETEENTH DAY OF SEPTEMBER, A.D.,
1995.

ATTEST:

RAUL J. VALDES-FAULI
MAYOR

VIRGINIA L. PAUL
CITY CLERK

EMERGENCY MANAGEMENT DIVISION

MEMBERSHIP: Each member of commission may designate not less than three, nor more than seven, emergency interim successors, specifying their order of succession to be confirmed by the Commission.

RESIDENT/NON-RESIDENT MEMBERS: Qualified Members may be appointed to the Division who are not residents if it has been determined by the Commission that the division is composed of such number of citizens as the Commission deems expedient, pursuant to Sec. 93 of the City Charter. (Ord. No. 3217)

QUALIFICATIONS: Business or residence in Coral Gables.

COORDINATOR: Dona Lubin, Assistant City Manager.

FUNCTION: Provides for continuity of executive functions of the government of the City of Coral Gables by designation of additional officers to serve in the event of the unavailability of the elected incumbent. In the event of a natural or man-made disaster, these members shall provide service to the residents of the City under the supervision of the City Manager's Office, by assisting NICE, or as directed by the Emergency Management Director (EMD) or Coordinator. Members shall attend annual training as directed by the EMD or Coordinator. (Chapter 22, Florida Statutes).

RENUMERATION: None.

AUTHORITY: Chapt. F.S., Resolution No. 28905, Sec. 2-46 City Code.

City of Coral Gables Neighborhood Information Centers (NIC's)			
<u>Zone #</u>	<u>Site Location</u>	<u>Assigned To</u>	
EOC (Zone 2)	Emergency Operations Center 2801 Sazedo St. - 4th Floor		
NIC-1	Country Club of Coral Gables 997 North Greenway Drive		
NIC-2	Central Christian Church of Coral Gables 222 Menores Avenue		
NIC-3A	Coral Gables Congregational Church Pre-School Building 3000 Block of Columbus Avenue		
NIC-3B	Saint Mark's United Lutheran Church 3930 LeJeune Road		
NIC-4	Saint Augustine Church & Catholic Student Center 1400 Miller Road		
NIC-5A	Temple Judea 5500 Granada Blvd.		
NIC-5B	Carver Middle School 4901 Lincoln Drive		
NIC-6	Ingraham Park LeJeune Road & Ingraham Terrace		
NIC-7	Solano Prado Entrance (Solano Prado & Old Cutler Road)		
NIC-8	Gulliver Academy 12595 Red Road (Take Old Cutler Road, turn left on Red Road at "Gables-by-the-Sea" sign)		