



# COUNCILS ROLE IN A DISASTER

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ATTACHMENT B

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# ROLES AND RESPONSIBILITIES OF COUNTY COUNCIL

- Will vary based on the type of disaster/event and duration
- Work closely with County Manager to protect citizens, local businesses and response organizations
- Role is the Subject Matter Expert of County regarding Continuity of Government
- Authorize Disaster Declaration – may require emergency council meeting
- Hold public meetings to conduct business relevant to response and recovery (i.e., the adoption of ordinances)
- Review potential or threatened litigation and provide guidance
- Host and accompany VIPs and government officials

# EMERGENCY PROCLAMATION

- Legal method which authorizes extraordinary measures to meet an emergency
- Rational threefold:
  - To acknowledge local disaster and responded to the best of ability-first step to federal and state disaster relief programs
  - To alert NM Department Homeland Security and State of NM that resources have been fully utilized and County may request assistance
  - To empower local officials to take extraordinary measures while affording safeguards against legal liability
- Written or verbal, verbal must be followed by a written  
filed with NMDHSEM and filed with County Clerk's office

# DISASTER DECLARATION

- Issued when, in the judgment of the County Council, the threat or actual occurrence of an emergency is of sufficient severity and magnitude that local resources are insufficient
- The County can declare a State of Local Emergency for seven (7) days, then it must be renewed or terminated.
- Effective for up to 90 days when executed by the Governor

# DISASTER DECLARATION

Incorporated County of Los Alamos  
Disaster/Emergency Declaration

WHEREAS, Los Alamos County has suffered severe damage caused by (<<<Insert type of disaster>>>) on or about (<<<Insert beginning date>>>) and extending through (<<<Insert ending date>>>); and,

WHEREAS, extensive damage was caused to (<<<Insert description of damage to public sector>>>) and to (<<<Insert description of private sector damage>>>); and,

WHEREAS, this incident has resulted in undue human suffering and hardship and threatens the safety, health, welfare, and well-being of the citizens and local economy of Los Alamos County; and,

WHEREAS, all locally available public and private resources available to mitigate and alleviate the effects of this disaster have been insufficient to meet the needs of the situation, make repairs, and protect the public safety;

NOW, THEREFORE, I, Harry Burgess, County Manager, by virtue of the authority provided by County Resolution 94-20 and by the New Mexico Civil Emergency Preparedness Act, NMSA 1978, 12-10-01 to 12-20-11, do hereby declare Los Alamos County an emergency/disaster area for the purpose of exercising necessary emergency powers, for expending local resources, and for requesting aid, assistance, relief programs, and funding that may be available from the State of New Mexico.

DONE AT THE OFFICE of the County Manager this \_\_\_\_ day of \_\_\_\_, 201\_\_.

County Manager

Attest:

Los Alamos County Clerk  
Record:  
(Book and Page, if Applicable)

ATTACHMENT B

# INCIDENT COMMAND

- In an emergency the roles do not change for County Council
  - Response to emergencies fall under Police Chief/Fire Chief/County Manager (appoint Incident Commander)
  - Do not respond to the site unless cleared to do so
  - If media requests tour, coordinate with Incident Commander
- Incident Commander's priorities are:
  - #1 Life Safety
  - #2 Incident Stabilizations
  - #3 Property/Environmental Conservation

# EMERGENCY OPERATIONS CENTER

- Central location of authority and information (LANL/LAPD)
  - Manage and coordinate emergency operations
  - Receive and disseminate information
  - Develop emergency policies, procedures and action plans
  - Control and coordinate operational and logistic support
  - Maintain contact and coordination with support agencies
- Coordinate and manage Incident Commander's priorities

# EMERGENCY OPERATIONS CENTER

- LAC OEM notifies Situation Assessment Team (SAT) which includes County Manager, Chief of Police, Fire Chief, Utilities Manager and PW Director to stand up EOC
- Council reports to Council Chambers or alternate facility (as directed by CodeRed or phone/email reporting instructions)
- EOC activated; full, partial or virtual
  - Levels of activation and staffing determined by event
  - Operational periods determined by emergency (12, 18, 24 etc)
  - Multiple situational briefings will occur (determined by SAT/OEM)
- Council rep may be requested to respond to the EOC as a liaison



## PUBLIC INFORMATION

- Council will be contacted and briefed by the County Manager
- Media briefings may be scheduled for Council to attend
- Council will be briefed on response and recovery actions
- Council will be provided copies of all news releases and information
- Council members will be sought out by media for comments or information
  - Coordinate messages with PIO/County Manager/SAT
  - Let PIO know you spoke with the media and what was said

# COUNCIL ROLE AFTER THE DISASTER

- Support recovery operations to include repopulation
- Address short term and long term needs of the community
- Tour damaged areas and meet with impacted residents
- Develop and implement mitigation measure in county's land use planning and management (comprehensive plans, zoning regulations)
- Address recovery needs across all sectors of the economy and community
- Assess needs for special resolutions, permits, and construction moratoria
- Identify outside investment and aid for public facilities and private investment

# TRAINING

- IS-100.b Introduction to Incident Command System, ICS-100  
<https://training.fema.gov/is/courseoverview.aspx?code=IS-100.b>
- IS-700.a NIMS and Introduction  
<https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a>
- IS 908 <https://emilms.fema.gov/IS908/index.htm>
- ICS-402 (classroom delivery 1/2 day course) 17-19 July
- MGT-312, Senior Officials Workshop for All Hazards Preparedness (TEEX, McKinley County 7/24/2018; Valencia County July 26; register at <https://www.preparingnewmexico.org/Schedule.aspx>)

# AUTHORITIES AND REFERENCE

Charter for the County of Los Alamos, Article I, Section 103, Home Rule Part I

Charter Article II 203.3 Emergency Ordinances. , N.M. Constitution. Article X, §6D, (Municipal Home Rule)

Emergency Management, NMSA 1978 (20 NMAC 4.4 – Responders)

The New Mexico Civil Emergency Act of NMSA 1978, as Amended, Chapter 12-10-1 to 12-10-10 (Emergency Licensing Act)

Robert T. Stafford Disaster Relief and Emergency Assistance Act

SARA Title III

Homeland Security Act of 2002

Disaster Mitigation Act of 2000

PETS Act 2006



# QUESTIONS

Los Alamos County Emergency Services is committed to the safety of our citizens. For more information, you can call EM at 662-8283, or email us at [LACEmergencyManagement@lacnm.us](mailto:LACEmergencyManagement@lacnm.us)