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## AGENDA COVER MEMO

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**AGENDA DATE:** December 15, 2004

**TO:** Board of County Commissioners

**DEPARTMENT:** Lane County Sheriff's Office, Emergency Management Division

**PRESENTED BY:** Linda L. Cook

**AGENDA TITLE:** In The Matter Of Approving Increased Funds For The Title III Project For Developing A Community Wildfire Protection Plan And Authorizing The County Administrator To Sign An Intergovernmental Agreement With The University Of Oregon For An Amount Not To Exceed \$60,304 For Purposes Of Developing A Community Wildfire Protection Plan.

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### I. MOTION

MOVE TO APPROVE AN ADDITIONAL \$63,100 OF TITLE III FUNDS FOR THE DEVELOPMENT OF A COMMUNITY WILDFIRE PROTECTION PLAN AND TO AUTHORIZE THE COUNTY ADMINSTRATOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH THE UNIVERSITY OF OREGON FOR AN AMOUNT NOT TO EXCEED \$60,304 FOR PURPOSES OF DEVELOPING A COMMUNITY WILDFIRE PROTECTION PLAN.

### II. ISSUE OR PROBLEM

The amount of Title III funds originally allocated in May 2004 for the development of a Community Wildfire Protection Plan was based on an estimate and is not enough to cover all of the expenses for developing such a Plan.

### III. DISCUSSION

#### A. Background

In December 2003, President Bush authorized the Health Forest Restoration Act (HFRA), which requires communities to develop a Community Wildfire Protection Plan (CWPP). Communities with CWPPs in place will be given priority for funding of hazardous fuels reduction projects carried out under the auspices of the HFRA.

In May 2004 the Lane County Board of Commissioners approved a new Title III project for FY 04-05 in the amount of \$101,300 referred to as Fire Prevention and County Planning. This project involves developing a Community Wildfire Protection Plan pursuant to the Healthy Forests Restoration Act.

The project is underway and an extensive working structure has been established for developing the plan. The plan development process involves bringing together local, state and federal fire agencies as well as public and private landowners to contribute to, and comment on, the plan content. Existing fuel reduction strategies and public outreach programs are being

identified and documented as well as opportunities for implementing new strategies and programs.

A copy of the Master Project Plan, Schedule and Budget are attached.

**B. Analysis**

The original dollar amount approved for this project was an estimate based on a preliminary work scope developed by Lane County's Land Management Division. Since that time, the Land Management Division has partnered with Lane County Emergency Management to develop a detailed and formalized project plan, schedule and budget. It has been discovered that while the original estimate allowed for conducting technical work as input to the plan, the estimate did not allow sufficient funds for actually writing the plan document itself. To solve this problem, we propose that the County contract with the Oregon Natural Hazards Workgroup (a U of O organization) to write the plan document and conduct the related community outreach processes. The final analysis of the project plan shows that an additional \$63,100 is needed in order to complete the project.

**C. Alternatives / Options**

1. To approve the motion and authorize the county administrator to sign the grant application.
2. Not to accept the motion.

**D. Recommendation**

To approve number one above.

**E. Timing**

The project is currently in progress, therefore the Board must act in order for the project team to know how to proceed.

**IV. IMPLEMENTATION**

Upon approval by the Board the contract with the Oregon Natural Hazards Workgroup will be executed and the project will progress as planned.

**V. ATTACHMENTS**

Board Order  
Project Budget  
ONHW Materials

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**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**ORDER:**

- ) IN THE MATTER OF APPROVING INCREASED FUNDS FOR THE
- ) TITLE III PROJECT FOR DEVELOPING A COMMUNITY
- ) WILDFIRE PROTECTION PLAN AND AUTHORIZING THE
- ) COUNTY ADMINISTRATOR TO SIGN AN
- ) INTERGOVERNMENTAL AGREEMENT WITH THE UNIVERSITY
- ) OF OREGON FOR AN AMOUNT NOT TO EXCEED \$60,304 FOR
- ) PURPOSES OF DEVELOPING A COMMUNITY WILDFIRE
- ) PROTECTION PLAN.

WHEREAS, the Lane County Board of Commissioners reviews and authorizes the appropriate expenditure of the Title III funds under the Secure Rural Schools and Community Self-Determination Act of 2000; and

WHEREAS, in May 2004 the Board of Commissioners authorized an original estimated amount of \$101, 300 for the Fire Prevention and County Planning project;

WHEREAS, an additional amount of \$63,100 is requested to fully support the development of a formalized Community Wildfire Protection Plan as part of this project;

NOW THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners authorizes an additional \$63,100 of Title III funds for the Fire Prevention and County planning project.

IT IS FURTHER ORDERED that the Board of County Commissioners authorizes the county administrator to sign an Intergovernmental Agreement with the University of Oregon for an amount not to exceed \$60,304 for purposes of engaging the Oregon Natural Hazards Workgroup to assist in developing a Community Wildfire Protection Plan.

DATED this \_\_\_\_\_ day of December 2004.

\_\_\_\_\_  
Chair,  
Lane County Board Of Commissioners

APPROVED AS TO FORM

Date 12-9-2004 Lane County

  
\_\_\_\_\_  
OFFICE OF LEGAL COUNSEL

<b>CWPP Project Budget</b>				
Developed by Linda L. Cook, Emergency Manger, LCSO				
September 23, 204 (Revised Nov 8, 2004)				
<b>Line Items</b>			<b>Time Commitment Equivalencies</b>	
Reserve for Pilot Project Implementation	\$	20,000		
Community Base Map Development	\$	47,520	30 hrs/week for 36 weeks @ \$44/hr	
Risk Assessment	\$	20,160	1 LM technician for 20 hrs/ week for 36 weeks @ \$28/hr	
Project Management	\$	11,232	8 hrs/week x 36 weeks @ \$39/hr	
Administrative Support	\$	5,184	6 hrs/week x 36 weeks @ \$24/hr	
<b>Lane County Sub Total</b>		<b>\$ 104,096</b>		
Project Organization	\$	1,250	25-hrs @ \$50	
6 Steering Committee/2 Risk Assessment meetings	\$	4,000	80-hrs @ \$50/hr	
Write Plan Document	\$	28,100	15.6 hrs/week x 36 weeks @ \$50/hr	
Interview Stakeholders	\$	2,000	40 hrs @ \$50/hr	
Develop survey and compile results	\$	4,000	80 hrs @ \$50/hr	
Conduct (2) Stakeholder Meetings and (1) Forum	\$	2,500	50 hrs @ \$50/hr	
Survey - printing, postage, envelopes, mailing and data entry for up 400 returns			1500 Landowner surveys estimated at @ \$ 2.00/per copy, this cost covers printing, envelopes, mailing and return envelope and data entry for up 400 returns	
Misc postage	\$	3,000		
Mileage	\$	85		
University Overhead @ (32%)	\$	750		
	\$	14,619		
<b>ONHW Sub Total</b>		<b>\$ 60,304</b>		
<b>TOTAL PROJECT BUDGET</b>		<b>\$ 164,400</b>		

# ONHW

## OREGON NATURAL HAZARDS WORKGROUP

### **Program Description**

The Oregon Natural Hazards Workgroup (ONHW) is a program within the Community Service Center (CSC) – an interdisciplinary organization at the University of Oregon. For the past 25 years, the CSC has provided planning and technical assistance to help solve local and regional issues, improve the quality of life in rural Oregon, and help make Oregon communities more self-sufficient while providing the highest quality of graduate-level education and professional training. The Oregon Natural Hazard Workgroup (ONHW) will continue this tradition of collaboration and coordination by addressing two key activities in natural hazards risk and loss reduction: (1) Coordination of *Partners for Disaster Resistance & Resilience: Oregon Showcase State* program, (2) Regional and community natural hazard planning, and (3) Coordination of community outreach, workshops, public education and information dissemination.

Through its projects and services, ONHW will:

- Facilitate the development and delivery of education and training to Oregon communities, regional organizations and the public and private sector on risk reduction activities through regional workshops, outreach and the placement of fellows in Oregon communities;
- Coordinate the development of the Oregon Natural Hazards Internet Resource and Information Clearinghouse to effectively use technology to share information and resources, both applied and educational, that will assist communities, organizations and citizens in reducing property and infrastructure damage and deaths from natural hazards in Oregon;
- Provide technical assistance to Oregon communities through the completion of natural hazard mitigation plans; and
- Offer service learning opportunities to graduate students in planning, policy, environmental studies, and other university programs.

Planning and community outreach activities will help facilitate and coordinate risk reduction and loss prevention efforts within the state, and build community capacity by promoting economically, environmentally and socially sustainable planning practices. ONHW's key to success is the development of a collaborative and cooperative environment where diverse partners can look toward the development of solutions to the hazard-related problems facing Oregon communities.

### **ONHW Initiatives**

- Campus-Based Activities create opportunities for practical application of risk reduction and loss prevention efforts and provide educational opportunities for graduate students. In addition, ONHW intends to develop natural hazards related curriculum and an Internet resource and information clearinghouse.
- ONHW's Community-Based Outreach Program seeks to increase outreach and training in disaster preparedness and planning for Oregon communities. This component will include the development and implementation of regional hazard workshops for Oregon communities, implementation of the Institute for Business & Home Safety's Showcase State initiative, a Natural Hazards Network, and community risk reduction and loss prevention fellowships in Oregon Project Impact communities.

For more information on the Oregon Natural Hazards Workgroup:  
visit our web site at: <http://darkwing.uoregon.edu/~onhw>

email: [onhw@darkwing.uoregon.edu](mailto:onhw@darkwing.uoregon.edu) | phone: 541.346.5833

Oregon Natural Hazards Workgroup • 1209 University of Oregon • Eugene, OR • 97403-1209



# Partners for Disaster Resistance & Resilience: Oregon Showcase State

## Oregon and Natural Hazards

Oregon faces a number of natural hazards with the potential to cause loss of life, injuries, and substantial property damage. Consequently, the state is presented with many unique challenges and opportunities in natural hazard risk reduction. Despite the growing recognition of the need for long-term coordination to reduce risk from natural disasters, many communities continue to experience difficulty in developing and implementing natural hazard risk reduction plans, policies, and activities. Communities regularly suffer from a lack of technical and funding assistance, as well as insufficient coordination among public, private, and non-profit sectors at the local, regional, and statewide levels. The *Partners for Disaster Resistance & Resilience (The Partnership)* works to address these issues and offers a model of how increased *communication, coordination, and collaboration* between diverse partners can assist communities in reducing their risk from natural hazards.

## Disaster Resistant by Design

## What is “Partners for Disaster Resistance & Resilience: Oregon Showcase State” and how can it help Oregon?

*The Partnership* provides a comprehensive, cost-effective approach for partners to bring together resources – both human and financial – to enhance disaster safety and preparedness statewide. *The Partnership* fosters collaboration among private and public agencies; works with communities and organizations to determine needs, and to identify issues and resources; and helps develop strategies for risk reduction. Activities are organized on three levels: statewide, regional, and local. Each level of activity builds off of the other and leads to a more coordinated and collaborative statewide program.

## What are the goals of The Partnership?

- Prevent injuries and death caused by natural disaster;
- Protect public and private property from disaster impacts; and
- Create a disaster-resilient economy.

*The Partnership* seeks to make disaster resistance and resilience a part of every community's routine decision-making process, thus making Oregon safer – now and for generations to come.

*Partners for Disaster Resistance & Resilience coordinates limited resources to generate activity that could not be accomplished by any one group/organization working alone.*

## What are The Partnership's primary activities?

*The Partnership* is based on 14 core elements. A five-year strategic plan identifies which activities are priorities. Primary activities to make Oregon “disaster resistant by design” include:

- **Community Plan Development and Activity Support:** *The Partnership* supports communities in developing natural hazard risk reduction plans by providing training programs, workshops, and hands-on assistance to communities. Additionally, PDR aims to build local capacity for disaster safety and risk reduction, while developing a support network among communities and partners.
- **Technical Resource Development and Research:** *The Partnership* develops and distributes resource manuals and CDs (e.g., Technical Resource Guide, Natural Hazard Risk Reduction Plan Framework, etc.) that assist communities in planning and preparing for natural hazards.
- **Training Programs and Capacity Building:** *The Partnership* continually develops new training programs that benefit communities, agencies, and partners involved in natural hazard risk reduction. Samples include Open for Business, Benefit/Cost Analysis, Vulnerability Assessment, and a “How-To” series for communities developing FEMA-approved natural hazards risk reduction plans.
- **Partnership Development:** *The Partnership* facilitates collaboration between agencies by providing networking opportunities at the training programs, and further provides information exchange through a newsletter and web newsletter.

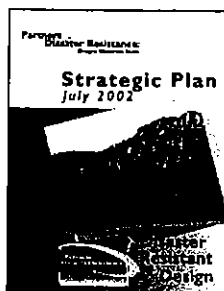
PARTNERS for  
DISASTER RESISTANCE  
& RESILIENCE

[www.OregonShowcase.org](http://www.OregonShowcase.org)

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rev. 3/2004

**2002, July**

Partners for Disaster Resistance:  
Oregon Showcase State Strategic  
Plan finalized

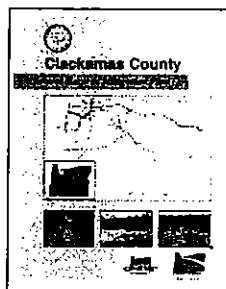


**2002, July**

Partners for Disaster Resistance  
model used to support develop-  
ment of North Carolina's  
Showcase State Initiative

**2002, September**

ONHW and RARE – Clackamas  
County – Natural Hazards  
Mitigation Plan – First FEMA  
approved plan in the country



**2002, November**

City of Tillamook Open for Business  
Training



# 2002 July August September October November December

**2002, August**

Sustained commit-  
ment from  
SAFECO to  
redevelop PDR  
website and  
newsletter



**2002, October 28-30**

PDM Program Kick-Off Meeting –  
Portland, OR

**2002, October**

Oregon Pre-Disaster Mitigation  
Program Training Manual and Plan  
Framework established



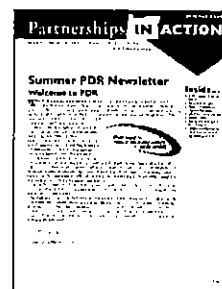
**2002, October**

Partners for Disaster Resistance  
Resource CD produced



**2002, December**

With the support of SAFECO and ONHW's  
Service Learning Model new Partnerships in  
Action newsletter produced.



# Partners for Disaster Resistance & Resilience

## 2002-2003 Year at a Glance

**2003, January 16**

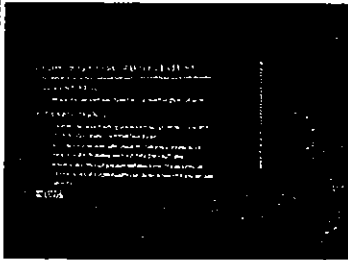
Initial joint meeting of Project Advisory Committee (PAC) State-Inventory Hazard Mitigation Team (S-IHMT) – Salem Oregon

**2003, January**

Household Natural Hazard Preparedness Survey adapted and distributed in PDM Communities

**2003, January 28-29**

PDM Vulnerability Assessment Training – Portland, OR



**2003, March**

Firewise Communities Workshop – Partners for Disaster Resistance & Resilience Resource CD



**2003, March 17-19**

Firewise Communities Workshop – Ashland, OR



**2003, May**

Quakex earthquake exercise for Disaster Response/Recovery Training



**2003, May**

State Farm Insurance agrees to print Hazard Safety material to distribute in communities.

**2003, May 12-14**

Benefit: Cost and E-Grant Training for PDM Communities and others – Portland, OR

**2003**

**January**

**February**

**March**

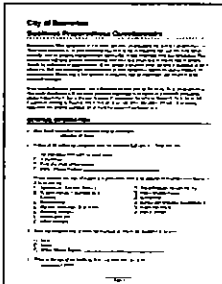
**April**

**May**

**June**

**2003, February**

Business Preparedness survey distributed in City of Beaverton



**2003, April**

Focus Groups conducted in PDM communities

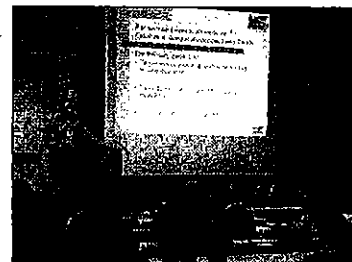


**2003, May-June**

ONHW - PDM community site visits

**2003, June**

Federal Emergency Management Higher Education Conference



**2003, June**

Risk Management in a Multi-Hazard World workshop

To access any of these resources and for more information visit  
[www.OregonShowcase.org](http://www.OregonShowcase.org)



## **How The Partnership started and who is involved?**

*The Partnership* started with a core group of state agencies, insurance companies, Oregon Natural Hazards Workgroup (ONHW), and Institute for Business & Home Safety (IBHS), who provided the model and framework for the development of the Oregon Showcase State. ONHW at the University of Oregon's Community Service Center has been the "spark plug" to facilitate state, regional, and local interests – both public and private – to plan ahead; to develop and unite existing coalitions for natural disaster safety; and to increase the public will and resolve to implement measures for protection of people, property, and the economy.

For the past 25 years, the CSC, an interdisciplinary organization at the University of Oregon, has provided planning and technical assistance to help solve local and regional issues, improve the quality of life in Oregon, and help make Oregon communities more self sufficient, while providing the highest quality of graduate-level education and professional training. The role of ONHW is to link the skills, expertise, and innovation of higher education with the natural hazard risk reduction needs of communities and regions in Oregon, thereby providing service to the state and learning opportunities for the students. Through the CSC service-learning model, students gain important service and professional experience by helping solve community and regional natural hazards issues.

*The Partnership* continues to engage a broad range of organizations – from state and local government, nonprofit organizations, and citizen groups – to private industry of all varieties. The Partnership focuses on audiences who have authority and accountability to make a difference in natural hazard protection and loss reduction. These individuals range from those making household and business decisions to those who affect the sustainability of an entire community and beyond, e.g., urban planners, local fire marshals, city managers, conservation club members, and builders/contractors. By becoming involved in *The Partnership*, organizations and agencies can enhance their work and improve their capacity to reach their goals as they relate to loss reduction, protection of public safety, corporate citizenship, and community sustainability.

## **Contact Information:**

For further information about *The Partnership* please visit [www.OregonShowcase.org](http://www.OregonShowcase.org) or contact one of the following partners:

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### **State's Interagency Hazard Mitigation Team**

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## **Supporting funds for Oregon Showcase State provided by:**



Public Entity Risk Institute

**Safeco** Insurance SAFECO Insurance Companies



Oregon Emergency Management