

CONSENT AGENDA

CITY COUNCIL
APRIL 26, 2005

To: Mayor and City Council

From: George J. Rodericks, City Manager

Initiated By: Chief Rich Witesman, Orange County Fire Authority

SUBJECT: REAUTHORIZATION OF A “COMMUNITY EMERGENCY RESPONSE TEAM (C.E.R.T.) PROGRAM” FOR VILLA PARK

BACKGROUND

At the April 2003 City Council Meeting the Council authorized the establishment of a Citizen’s Emergency Response Team or C.E.R.T. in conjunction with and funded by the Orange County Fire Authority. Over the past two fiscal years the City of Villa Park’s C.E.R.T. program has provided training for Villa Park residents that were interested in learning to better serve their community during times of emergency. The initial class was provided in conjunction with the City of Placentia’s C.E.R.T. program.

In 2003, four (4) Villa Park residents became certified C.E.R.T. member volunteers. During the fall 2004, eight (8) more residents became certified C.E.R.T. members including Councilmember Bell. Earlier this month, an additional sixteen (16) members were trained in conjunction with the Villa Park Women’s League as our partner bringing the total trained C.E.R.T. members to twenty-eight (28).

FINDINGS

As you may recall, C.E.R.T. is a Homeland Security emergency response program that is well established and growing throughout the cities of Orange County as well as other areas of California and the nation. The Villa Park C.E.R.T. members augment the overall emergency readiness for the City of Villa Park.

How is C.E.R.T. funded in Villa Park?

The OCFA’s Structural Fire Fund Entitlement Fund for the City of Villa Park provides the necessary funding for the C.E.R.T. program in the City of Villa Park. Legally permissible expenditures include the direct costs of the program incurred by the City for City employee salaries, services, and supplies. The Fire Authority retains the right to determine allowable use and reimbursements. Thus far, all program costs incurred by the program have been funded by the Fire Authority.

C.E.R.T. Program Delivery

The establishment of a C.E.R.T. Program was authorized in 2002 and has been available to the residents of Villa Park since that time. It has been presented as a local program for Villa Park residents and business owners on a cooperative basis after

initially having been provided in conjunction with the City of Placentia. The Fire Authority and the City plan to deliver two classes annually during the next two fiscal years.

Staff recommends that the City Council authorize the City Manager to continue to work with the Fire Authority to determine the method of delivery of additional classes to be included in this new program and to reauthorize the program through Fiscal 2006/2007

The Orange County Fire Authority identified CERT Programs as an authorized use of Structural Fire Fund Entitlement Fund "SFFEF" revenues. The currently established CERT Program for the City of Villa Park is funded by the City's allocation from the OCFA's Structural Fire Fund Entitlement Fund and is an allowable program use as identified and approved by the OCFA. The Fire Authority Board of Directors has previously authorized this program for the City of Villa Park under the Structural Fire Fund Entitlement Fund "SFFEF" revenues.

Tonight's action authorizes an extension of the program through at least the 2006/2007 fiscal year for which the Fire Authority has an allocated SFFEF budget to fund the program.

FISCAL IMPACT

Total cost over the remaining two years would continue to be funded by the Fire Authority under their existing program authorization for the City of Villa Park's CERT Program. This program would be funded (reimbursed) as the single identified and approved project within the Villa Park SFFEF Program approved uses. The projected program costs over the next two years beginning July 1, 2005 and running through June 30, 2007 are anticipated to be \$29,500, with an annual requested budget of \$14,750 for the "CERT" Program in both fiscal 2005/2006 and 2006/2007. The budget includes all operating costs, instructional materials, two classes and a Team Exercise day annually included within the related costs.

There is no impact to the City's General Fund.

RECOMMENDATION

1. That the Villa Park City Council reauthorize the continuance of a Community Emergency Response Team program to be funded by the available revenue allocated from the Orange County Fire Authority's Structural Fire Fund Entitlement Fund (SFFEF) Program. Such program will be operated within the guidelines approved by the Orange County Fire Authority Board of Directors and as a program of the City of Villa Park as authorized by the City Council.
2. Any remaining available funds within the City of Villa Park's SFFEF Program would be identified as Unallocated at this time. As Unallocated Funds, these funds would not be able to be expended until such time as the City with Fire Authority Approval revised their SFFEF Program to include allocations of any or all additional funds.

3. Direct staff to work with Fire Authority staff to continue providing a “CERT program for Villa Park residents over the next two fiscal years.
4. Report to the City Council with an annual status of the “CERT” Program and include the number of personnel trained to date.