



# EMERGENCY MANAGEMENT

2022 ANNUAL REPORT



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## Letter from the Chair of the Board of Supervisors



Fires, floods, drought, pandemic. We've been through challenging times together, confronted with an unprecedented barrage of disasters. 2022 was yet another challenging year that tested our individual and community resilience. While we were fortunate to have no major wildfires through the last fire season and that the COVID-19 pandemic is winding down, we did encounter the need to shift course from addressing drought conditions to addressing flood damage. Despite the challenges, we as a community came together and rose to the occasion time and time again.

We are putting rubber to the road to get stuff done for Sonoma County. The County and our partner organizations are investing a lot of time, effort, and funding into resiliency, fire prevention, drought management, and public health to ensure our community's future.

While we're not currently in the midst of a major disaster and our lives are getting back to normal, we mustn't take downtime for granted. We don't want to get caught on our heels—we need to keep pushing forward by preparing.

The Department of Emergency Management, working relentlessly alongside other county departments, fire districts, municipal governments, and nonprofit organizations, has been very effective with responding to disaster situations, and they continue to strengthen and improve the programs already in place—not just during disasters, but year-round.

Please remember that you as a community member have a role in public safety as well. There are many steps you can take to become better prepared for emergencies, including signing up for alerts, learning your evacuation zone and routes, developing an evacuation plan, and assembling kits for your home and vehicle. Visit [SoCoEmergency.org](https://SoCoEmergency.org) for resources on emergency readiness, response, and recovery. And it does take a village, so please help your family members and neighbors get prepared as well.

I also want to encourage property owners to go even further by investing in home hardening and vegetation management to minimize risks.

We live in a beautiful, vibrant region of this world, a place we are proud to call home. We all need to do our part to ensure a quality of life here in Sonoma County where our children can learn and grow safely, where our businesses can flourish, and where our families can achieve upward mobility. A more just, resilient, and prosperous future for Sonoma County.

A handwritten signature in blue ink, which appears to read "James Gore". The signature is stylized and cursive.

James Gore

## Letter from the County Administrator



It has been, to be modest, a humbling experience to have lived shoulder-to-shoulder with colleagues and neighbors through the impacts of disasters on our region over the years. While 2022 may not be categorized in the emergency history books as one that was the most devastating, for me, it was a year of somber reflection on how far we have come as a community.

October 2022 marked five years since the night the Tubbs and Nuns fires sprinted through our streets and neighborhoods in Sonoma County. We lost 24 precious lives that night. We lost 5,300 homes where kids grew up and families grew old. We lost reminders of lifetimes of memories of places and things and people.

The last half of 2022 also saw the end of the COVID-19 emergency just in sight. Optimism reborn that, just maybe, after nearly three years of isolation, life could get back to normal, enjoying each other's company. We could celebrate birthdays and attend weddings. Conversations about what constituted normal were regular topics and social media tidbits coached us how to reintegrate into society.

The last few years have felt like a hopscotch from one disaster to another. The road we have traveled as a community often feels like the limits of what nature could throw at us, and yet, it has made us all the more resilient and prepared. The Board of Supervisors invested in tools, a team and an overall increase in disaster response. Today, we have a robust Emergency Management program and tools such as fire cameras and duplicative alerting systems to make us evermore prepared to save lives and protect property. Continual advancements in artificial intelligence and alerting technology keeps our staff engaged in bringing the best response tools to the community.

The improvements and investments made locally, have resulted in a community better prepared for the known and unknown disasters that we may together be faced with in the years ahead.

A handwritten signature in blue ink, appearing to read 'Christina Rivera'. The signature is fluid and cursive, written over a faint, light-colored background that looks like a scan of a document.

Christina Rivera

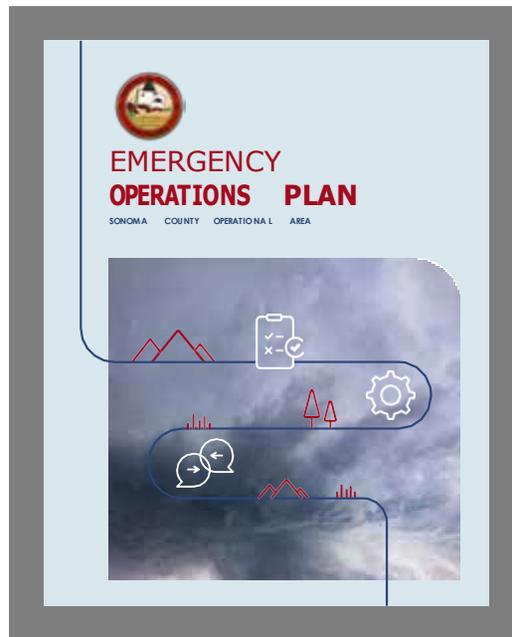
# The Year in Review



## Director's Corner

With the gradual wind-down of the COVID-19 pandemic, 2022 proved to be both a year full of promise and some new challenges. The Department of Emergency Management (DEM) was quickly thrust into drought response as the Spring was one of the driest on record. The department also responded to the extreme heat and power outages of September and then just weeks later, the extreme cold weather in December. Just two weeks later—at the very end of December—we saw the first of the dynamic atmospheric rivers that would prove so challenging as 2023 opened.

Despite these events, department staff were able to focus and work on many long-sought planning and exercise efforts including addressing Public Safety Power Shutoffs and “Fast Trip” outages with the California Public Utilities Commission (CPUC). Staff was kept busy creating the county’s all new Emergency Operations Plan, revising the county’s tsunami annex, administering millions in grants, conducting community evacuation drills, and developing plans for earthquake and mass care and shelter. One sign that DEM programs have matured and are now described as best-practices, is having four DEM staff invited to present at the annual training conference of the California Emergency Services Association (CESA).



## Emergency Operations Plan

Adopted by the Board of Supervisors in March, the new Sonoma County Operational Area Emergency Operations Plan (EOP) facilitates coordination between agencies and jurisdictions within Sonoma County, while ensuring the protection of life, property, and the environment in the event of a major emergency incident or disaster. The EOP outlines the specific actions that the County and the Operational Area will carry out when an emergency exceeds, or has the potential to exceed, the capacity of a single agency or jurisdiction to respond. The EOP sets forth the organizational framework and addresses steps needed to safeguard the whole community—especially those most at-risk and those who have been historically underserved.

In developing the EOP, DEM worked with the County’s Office of Equity, and a Community Advisory Group to incorporate cultural responsiveness into the plan as required by State legislation passed in late 2019 (SB 160).

## The Year in Review

In working to implement SB160 and more fully reflect the Equity pillar of the County's Strategic Plan, staff engaged with the community through a series of ongoing bilingual meetings to ensure that community members who experience disconnection from our communications and services, and who are made more vulnerable after disasters (including immigrants and refugees, non-English speakers, low-wage and migrant workers), could provide recommendations regarding their needs and recommended strategies to assist us in addressing these experiences in the updated EOP.

### Evacuation Zone Access

Approved in August and implemented by the Agriculture Commissioner and Sheriff's Office in October.

As wildfires in Sonoma County continue to increase in frequency and intensity, the threat to life, property and infrastructure has resulted in efforts to provide agricultural producers with access to evacuated areas while also

ensuring resident and worker safety. In early 2022, DEM was tasked to provide staff support to a Board of Supervisors Ad Hoc Committee to "identify local and state efforts that address evacuation zone access with a focus on farmworker protections and other access issues. Working with County and community stakeholders, DEM staff assessed best practices across the state, incorporated equity considerations and developed a proposed access program. At a July meeting, the Board of Supervisors conducted a community workshop which generated significant public interest and attendance.

In August, the Sonoma County Board of Supervisors adopted a resolution establishing an Agricultural Access Verification Card Program with delegated authority for program administration by the Sheriff's Office and Agriculture Commissioner. The verification card program is designed to allow safe access to areas under evacuation orders so that agricultural operators can evacuate, transport, shelter, feed, water, and administer veterinary care to livestock; irrigate crops; fuel emergency generators or provide auxiliary support to emergency personnel. Harvesting or sowing crops, food processing, and facility repairs are not considered eligible activities as part of the new program.



# The Year in Review



## Drought

With little or no rain in the first part of 2022, most of the County moved into the D3 “Extreme Drought” category. In response, DEM led the reorganization and expansion of the countywide Drought Task Force, coordination with state agencies, and supported local public information efforts including drought town hall meetings.

Critically low rainfall over the last two years resulted in historically low water storage levels in the region’s two water supply reservoirs—Lake Sonoma fell to levels not seen since the reservoir was constructed in 1983.

In July, the Board of Supervisors also approved the Drought Response and Flood Control Coordination Project recommended by DEM and Sonoma Water. The Project is developing planning and response capabilities urgently needed to respond to current catastrophic drought conditions while also planning for future flooding events and developing a more defined flood coordination framework.

## Unified Community Preparedness and Long-Term Disaster Recovery Project

DEM was able to partner with the Community Organizations Active in Disaster (COAD), Community Urgent Response and Aid (CURA), County Office of Equity, and Human Services Department (HSD) to successfully apply to the Board of Supervisors for funding from the American Rescue Program Act (ARPA) to support an effort to rethink how residents and communities can recover from disasters. The Sonoma County Unified Community Preparedness and Long-Term Disaster Recovery Project will develop an equitable, sustainable, unified, community-based disaster preparedness, response, and recovery platform by partnering with Community Based Organizations (CBOs) to ensure culturally responsive engagement.

The effort will build and strengthen existing partnerships of County departments, CBOs, faith based organizations (FBOs) and other stakeholders to evaluate past efforts and create a sustainable, equitable, and coordinated service delivery mechanism with surge capacity to respond to disaster and capability to shift to long term recovery efforts. By bringing together and elevating the voices of community leaders and service providers, this project proposes to bring community voices to the forefront in program design. By combining development and implementation of targeted strategies, strategic and focused resource allocation, and culturally-responsive service provision, the proposed project addresses the underlying inequities and creates the conditions to ensure that disproportionately impacted low income and communities of color are not marginalized by government and nonprofit institutions.

*“Our core function is to provide early, accurate and aggressive alerts. We’re also charged with improving early detection systems where possible.”*

# Alert & Warning Program

## Achievements for 2022

The Community Alert & Warning Division of Emergency Management continued to perform in, and improve at, its core function of providing early, accurate, and aggressive alerting. Thankfully, 2022 saw no large-scale disasters that required alerts, but the Division continued to improve, test, and practice for the eventuality of the need.

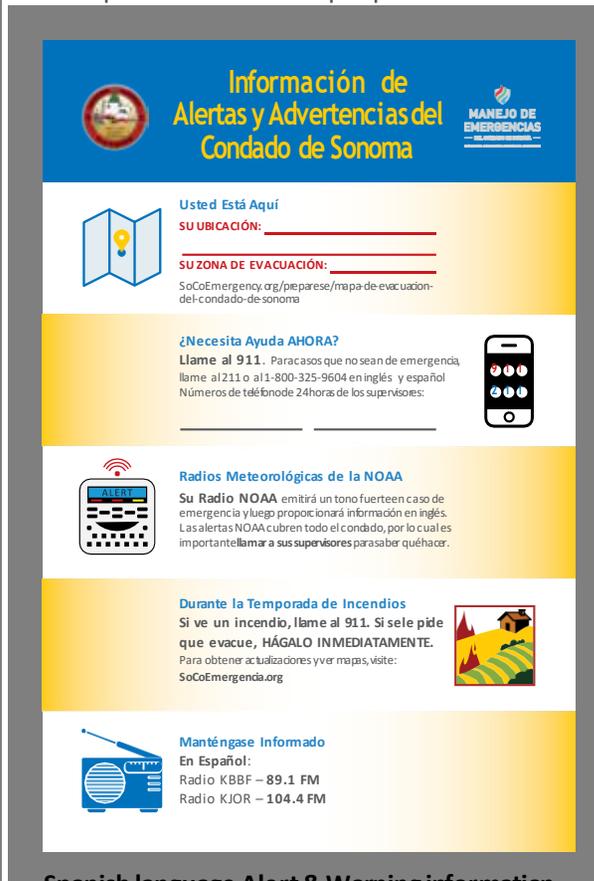
In order to ensure smooth alerting, we practice every aspect of the system to make sure that all the operators of the systems are proficient and up to date. The incoming duty officer is drilled with a variety of scenarios on a weekly basis so they are able to handle a variety of issues. 911 dispatchers are also trained on a regular schedule to expand the available people able to launch the alerts.

Exercising the system happened numerous times during the year. When a community conducts an evacuation exercise, we kick off the exercise with a live use of alerting systems—both to ensure they function, and to help familiarize the public with the systems.

Our largest exercise conducted this year was a live Alert and Warning Exercise in April 2022 using SoCoAlert that attempted to reach over 14,000 registered users. This exercise specifically targeted the Latinx community which included outreach to said community before the exercise, and actively sought feedback from the community afterwards to improve the support of that community.

In conjunction with the large-scale SoCoAlert exercise, we also conducted a test of the Non-Weather Emergency Message system using the NOAA Weather Radios. This was only the second time the system had been used live in the country. The County continued to expand our capabilities with the NOAA Weather Radios and because of our diligence, have been selected by the National Weather Service to be one of two test counties for the Partial County Alerting System allowing focused alerts of the NOAA Weather Radio system. This system is scheduled to come online in 2023.

Learning from the hard lessons of the 2017 fires, we recognize that speed is essential in launching alerts in a fast-moving wildfire situation. The key to accomplishing rapid alerting is preparation.



Spanish language Alert & Warning information poster for Seasonal Workers' lodging quarters and work sites

## Alert & Warning Program



Sign up for  
SoCoAlert  
emergency  
alerts.

In 2021 we began an ambitious program to have pre-loaded alerts for every individual zone in the county. This allows us to launch life-saving alerts in as little as 10% of the time as was previously needed. This project was completed in 2022 and stands ready to send near-instant alerts in English and Spanish to the whole community.

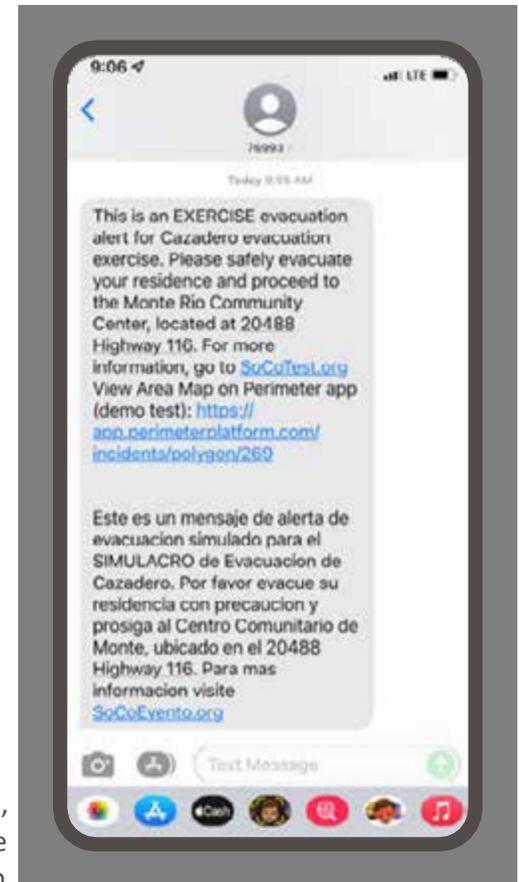
Recognizing that certain segments of the population are not best served by our standard alerting systems, we have been working to develop methods for reaching underserved communities. In 2022 we distributed NOAA Weather Radios to the deaf and hard of hearing communities that had special bed shaker and strobe attachments to increase the probability of notification.

Responding to concerns from advocacy groups, we became aware of the challenges faced by guest workers who, because of the transitory nature of their employment, may not have access to the same phone systems as long-time residents. To help combat this situation, we initiated a program to help guest workers and visitors better understand alert and warning as well as evacuation zones by the creation of informational posters. The posters were distributed and placed prominently in areas where guest workers are housed. The program for guest workers was recognized by the National Association of Counties with a 2022 Achievement Award.

Although the core focus of the Alert & Warning Division is the alerting function, we are also charged with improving early detection systems where possible. We coordinate the operation and maintenance of the Wildfire Cameras working with our partners at Alert California, The Sonoma Sheriff's Telecommunication Division, and a variety of other agencies and organizations to expand and improve the system. Notably in 2022 an additional camera was installed near Bodega Bay to provide additional coverage in Southwest Sonoma County.

Supporting the fire camera operation, in 2022 we concluded an experimental run of an artificial intelligence system used for the detecting of wildfires and provided valuable feedback to the engineers to help improve the overall system.

We continue to strive to improve Alert and Warning systems for the people of Sonoma County in the hopes of increasing awareness and timely notifications in times of need.



# Community Preparedness

## BY The Numbers

**71** Public Engagement and Education Opportunities, Live and Virtual

**22,000** Evac Packs Distributed in the County

**95** Collaborative Community Partner Meetings

**429.5K** Social Media Impressions

## Tool Box

In early 2023 we launched the Community Resource Tool Box. This great resource includes Social Media Messaging, one-minute topical videos, multiple focused message posts, one-page information sheets, and links to additional popular resources. This Tool Box is designed to help any organization in the county easily spread the message of preparedness. Messaging is all bilingual to ensure accessibility.



Image for posting on social media

# Community Preparedness

## Events

As the world opened back up to people joining shared spaces, we tried to incorporate the success of online forums with the importance of live events with human connections. This included Hybrid-style Meetings with In-Person community gatherings and online streaming. We also successfully implemented simultaneous translation for people both on-line and in-person.

Sonoma Ready at the Coast was the test—a live event that was also live-streamed to Facebook. The event had Spanish translation available live as well. This pilot set the stage for hybrid capacity for meetings. Grant funding to continue with this format has been secured for 2023.

Our focus for in-person meetings was quality contacts with the public. We wanted to have conversations about preparedness and encourage people to take an action step toward their preparedness journey. We emphasized partnering with trusted messengers in local communities and locating meetings where people could easily attend. From Cloverdale to Petaluma, Bodega to Sonoma Springs, we met with communities, discussed preparedness strategies and ideas, and provided tools like Evac Packs and Go Bag supplies to help folks be “Sonoma Ready Together.”



Earthquake?  
Get to high  
ground  
right away!



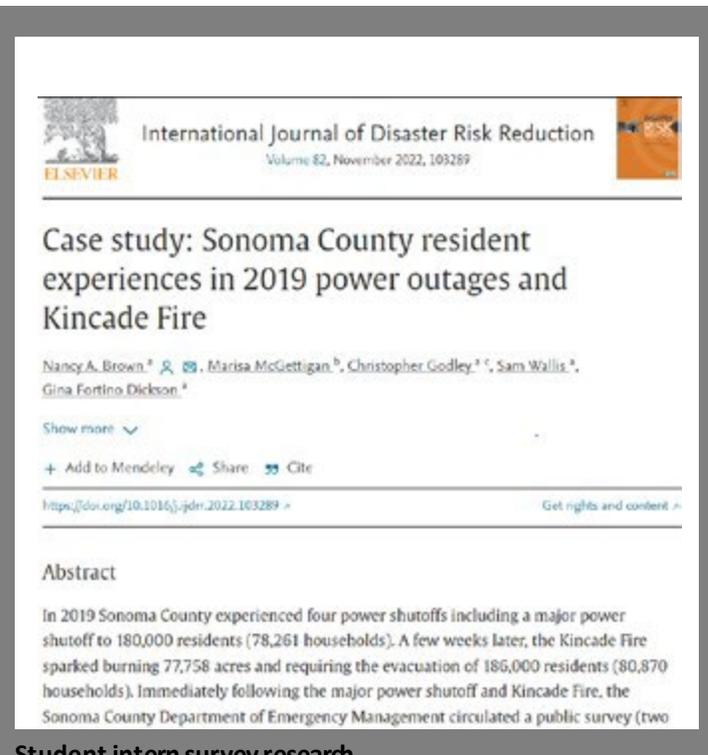
Attendee exploring materials at the Sonoma Ready at the Coast workshop

*“Our department developed a community survey to help us better prepare in the future as well as fine tune our response capacity.”*

## Community Preparedness

### Internship Program

Our responsibility to educate and inspire the next generation of Emergency Managers is important to our mission. This year we utilized one of our three interns (Sonoma State Intern) to research and develop a new internship program. The new program incorporates ideas from some of the best practices of internships across the country. The new web page launched in February 2023.



**Student intern survey research**

### Research by interns

#### Post Kincade fire survey data

Post-Kincade Fire, our department developed and launched a survey to the community to understand their experience during the fire, and to help us better prepare the community in the future as well as fine tune our response capacity to meet the community's needs. The resulting data was analyzed by a department Intern from Berkley under the guidance of Nancy Brown, PhD. These results have been shared with the larger emergency management community through publication in the International Journal of Disaster Risk Reduction.

#### Post Walbridge fire data

Research Project focusing on the Mental Health component of 2020 Walbridge Fire Survey was a project undertaken by our Intern from Benedictine University. This study is a mixed methods look at the mental health data collected in the post-Walbridge fire community survey. The developed article has been submitted for publication.

# Community Preparedness

## Connectedness & Support for Our Community-Based Partners

Being an active part of some of the County’s most energetic preparedness organizations gives us an opportunity to incorporate preparedness activities which are being developed and executed county-wide by trusted community partners. This includes active roles in COPE (Communities Organized to Prepare for Emergencies) programs, COAD (Community Organizations Active in Disaster), and advisory work with FireSafe Sonoma, Sonoma County Tourism and Sonoma County Hospitality, as well as Sonoma County’s EDB (Employment Development Board).



Always keep your gas tank at least half full.



Learning opportunities for COPE Leaders

*“We’re actively involved with preparedness organizations throughout the county, including COPE, COAD and FireSafe Sonoma.”*

**SoCo LAUNCH**  
Get Ready. Respond. Recover.

Knowing what to do during an emergency is key to keeping your employees and customers safe. SoCo Launch offers a one-stop shop for business disaster preparedness, response, and recovery information.

- GRANTS, LOANS, & FINANCING
- TAX CREDITS & PROPERTY ASSESSMENT
- WORKFORCE SUPPORT
- INDUSTRY RESOURCES

**PREPARE YOUR BUSINESS**

- Identify outside threats that might interrupt your operation.
- Get staff ready for emergencies at both home and work.
- Look for vulnerabilities in your essential equipment.
- Recognize key factors that require your business to operate at any capacity.
- Have a list of key customers, contacts, and vendors accessible.
- Maintain a back up of key information, including finances.
- Make a plan for your technology infrastructure.
- Test your plan with staff and review periodically for necessary modifications.

For additional business resources, visit or call SoCoLaunch.org | (707) 565-7170

For emergency information and action, visit SoCoEmergency.org

Employment Development Board collaborative flyer

*“Our department is responsible for developing emergency response plans, conducting training, and facilitating exercises to validate plans and training.”*

## Emergency Coordination

### Emergency Operations Plan: Annex Updates

Annexes provide additional information in support of the County’s Emergency Operations Plan (EOP). The EOP is the all-hazard plan. The annexes provide information relevant to a specific threat or response action when needed. Over the last year, the Emergency Coordination staff have developed or updated the following:

#### Earthquake Annex

The Earthquake Annex outlines the policies, procedures, and staff roles specific to the response to an earthquake either directly in or affecting the Sonoma County Operational Area. It focuses on the first response phases and the transition into short-term recovery. Response guidance is broken down into priorities for the first 4 hours, first 24 hours, first 72 hours, and sustained operations.

#### Mass Care & Shelter Annex

In early 2022, DEM completed the Mass Care and Shelter Annex to the Emergency Operations Plan. This Annex draws on the lessons our county has learned since 2017 to create a Mass Care Plan centered on equity of service—ensuring rapid, welcoming, and professional care for the whole community.

Throughout the year, DEM continued improving the capacity and quality of the county’s sheltering operations. The basis of this effort is a gap analysis conducted by DEM in partnership with the Sonoma County Shelter Council, identifying which material and personnel resources are needed for county jurisdictions to shelter 1% of their populations within 12 hours for at least 24 hours (the 1-12-24 model). To address identified gaps, DEM developed a new training system which draws on Red Cross’ Mass Care best practices. Trainings will be offered annually to all city and county shelter staff to standardize the quality and content of training across the county.

DEM has partnered with Community Organizations Active in Disaster (COAD) to improve the inclusiveness of county shelter services, and to formalize the involvement of community groups in shelters from the earliest hours. This partnership focuses on training the long-term recovery process at a shelter’s front door, by collecting and safely sharing better data on shelter residents’ needs. The result of this collaboration is a new shelter intake form which updates and streamlines information collection in shelters, and feeds live data on recovery needs to the EOC, improving the timeliness and responsiveness of recovery efforts. Each jurisdiction was provided an administrative “toolkit” containing pertinent forms and instructions so that shelter forms are standardized throughout the county.

#### Tsunami Response Plan

The Tsunami Response Annex outlines concepts, policies, and procedures that will guide a collaborative response by local governments, special districts, and allied agencies in the Sonoma County Operational Area (Op Area) in the event of a tsunami event affecting the Sonoma County Operational Area (OA).

# Emergency Coordination



## Awareness Training: Emergency Operations Center, Countywide Disaster Service Worker

EOC Section-specific training (operations, planning, logistics, finance & administration) and our intro to EOC 101 and WebEOC class continued for 2023 for current and new staff joining the EOC team.

A new class was introduced to the County family in 2022. Disaster Service Worker training is a 15-minute video that proves count staff an overview on:

- What a Disaster Service Worker (DSW) is
- Overview of the Incident Command System (ICS)
- Overview of the State Standardized Emergency Management System (SEMS)
- Overview of the National Incident Management System (NIMS)
- Preparedness information for home, work, and your car
- County Disaster Service Worker information website

In 2022, DEM trained a total of eighty-six EOC staff members through ten different training courses. The EOC training led by DEM helps to increase skills and familiarity with emergency management systems and protocols for those assigned to the EOC during activations. They reinforce knowledge of procedures, facilities and systems and allow for new staff to become familiar with their role in the EOC.

The EOC training courses included the following:

- **EOC101: Intro to County/Operational Area EOC.** This introductory course is intended to give participants a basic overview of the Incident Command System, Standardized Emergency Management System, National Incident Management System, and an orientation to the basic functions of the County Emergency Operations Center.
- **EOC102: Section/Position Specific Training.** This training module focuses on key Emergency Operations Center (EOC) positions within the different EOC Sections including Management, Operations, Logistics, Planning and Intelligence, and Finance and Administration.
- **EOC104: WebEOC Training.** This class provides County staff with an orientation to WebEOC. WebEOC is an Incident Management System used in Emergency Operations Centers.

In addition to these trainings, DEM also partnered with the California Office of Emergency Services (Cal OES) to offer Cal OES and Emergency Management Mutual Aid (EMMA) trainings to our EOC staff.

We could not do the work we do without the dedication of our EOC staffing team, which is made up of county staff from over fifteen county departments. Their commitment to not only respond during activations, but to be prepared to do so through training and exercises is integral in the county's ability to respond to and recover from emergencies.

# Emergency Coordination



## 2022 Cazadero Community Evacuation

The Department of Emergency Management led the planning efforts for another series of Community Evacuation Exercises in 2022.

Approximately 100 residents from the Cazadero community and surrounding neighborhoods participated in the June 18 evacuation exercise. This exercise provided an opportunity for Cazadero residents to practice an evacuation and for public safety agencies to be involved in evacuating the area. Cazadero and Fort Ross fire departments used the exercise to activate their sirens, and the Sheriff's Office, along with County Regional Parks, used the Hi/Lo sirens at the start of the exercise. Residents traveled to the community of Monte Rio, where organizations and other community groups were available with preparedness resources and information.

## 2022 Diamond A Community Evacuation Exercise

Approximately 60 residents from the Diamond A & Grove Street community and surrounding neighborhoods participated in the June 18 evacuation exercise. This exercise provided an opportunity for residents to practice an evacuation and for public safety agencies to be involved in evacuating the area. Sonoma Valley Fire & Rescue Authority used the exercise to demonstrate the need to drive safely when evacuating by placing a type 3 wildland fire engine on the side of the road to simulate fire suppression activities. The Sonoma County Sheriff's Office and Sonoma County Regional Park Rangers used the Hi/Lo sirens during the exercise. Residents traveled to the Sonoma Valley High School, where organizations and other community groups were available with preparedness resources and information.

## Emergency Operations Center Staff Materials Update

In 2022, DEM coordinators took on the task of updating the resource binders used by the staff of the Emergency Operations Center (EOC). These materials needed an overhaul since they had been utilized over the last five years for various emergencies and incidents. Each binder is specific to the position or role within the EOC organization structure and includes job aids, information about the EOC facility, and other information that can be referenced by responders providing mutual assistance to the EOC. It's an effort that appears to be of minimal benefit during the "blue sky" days, but pays big dividends when the EOC is activated.

# Emergency Coordination

## DEM Off-Site Touring

For the September off-site staff meeting, the Department of Emergency Management went on an expedition and toured many key operations locations. Starting at the CalFire Air Attack base outside of Santa Rosa, members learned how CalFire crews manage and operate their aircraft during a wildland fire incident. From going out onto the runway to learning about the pink fire-retardant mixture, DEM staff discovered what it takes for emergency responders to fight the fire from the sky. Next, we stopped at the Sonoma County Airport Administration building for a session on airport operations, we viewed their Emergency Operation Center and also received a close-up look at the Airport's firefighting equipment. DEM staff also made a stop at the County Animal Services Shelter to learn a little about how the animal services crews respond to a disaster and the equipment and supplies used to shelter rescued pets. Interacting with some of the animals was a plus! Finally, staff gathered at one of the DEM Warehouses for an update on warehouse operations and the equipment that DEM has poised ready for the next emergency.



DEM staff touring a facility



Sam and Jorge present at CESA Conference

## DEMA Alert and Warning on the Road

The DEM Alert and Warning team was invited to speak at different conferences in 2022. Starting with the California Emergency Services Association (CESA) Annual Conference in May, their presentation was focused on systemic barriers to effective alert and warning program implementation. The information presented provided data and strategies for emergency managers to consider as they plan their own alert and warning program. This session was one of the most well attended sessions of the three-day CESA conference.

In November, the Alert and Warning team also presented at the Bay Area Urban Areas Security Initiative (UASI) in two different sessions. The first was a panel session on Access and Functional Needs related to inclusive alert and warning. The second session was a panel session on the partial county alerting initiative that DEM is working on with the National Weather Service.

The DEM Alert and Warning crew are already receiving requests for presentations in 2023.

# Administrative Services

Administrative Services Division is responsible for the management and coordination of internal administrative functions for the department. This includes developing and administering the annual budget, human resources and payroll, accounting, records management, department operations and ISD logistics; overseeing Grant Administration; acting as administrative support to department staff and the Operational Area Emergency Council.

2022 was a welcome change from the previous years as COVID-19 Pandemic safety protocols and practices were eased countywide and DEM Staff returned to work in the office, embracing flexible, hybrid work schedules. Administrative Services was able to focus on managing and refining the growing department budget and fleet assets. The department adopted a final Fiscal Year 2022-23 budget of \$8.3 million, including \$4.9 million in federal grants.

## 2022 Accomplishment Highlights

- In May of 2022, DEM Administrative Services staff, in conjunction with Human Resources and a collaborative event committee, took a lead role in County's annual Public Service Recognition Week (PSRW), which celebrated and thanked all County employees for their ongoing commitment to public service and highlighted their roles as Disaster Service Workers. The highly successful event was the first in-person PSRW event since the onset of the COVID-19 Pandemic that provided a catered BBQ lunch, 23 vendor booths, a DJ, raffle prizes and giveaways.
- DEM Administrative staff oversaw the creation and procurement of 1,450 employee thank you gifts in the form of insulated logo lunch boxes; organized and managed the distribution of 60 raffle prizes; and, secured the donation of compostable paper goods and utensils for the event. All DEM staff participated the day of the event, including setting up information booths, transporting and displaying the Command One response trailer, assisting with employee intake, serving 1,800 lunches, lunchbox distribution, and event set up and tear down.
- Through the FY22-23 Annual budget process, created and promoted internally a new Supervising Emergency Services Coordinator position to lead existing Deputy Emergency Services Coordinators and manage the County Continuity of Operations Planning (COOP) Program. Creation of this position incorporates a senior-level Emergency Services Coordinator to manage the day-to-day scheduling, Staff Duty Officer scheduling, project assignments, annexes and plans updates, and administrative oversight of the Deputy Emergency Services Coordinators. Additionally, it builds in succession planning and advancement opportunities within the department.
- Facilitated a ten-year lease acquisition from Sonoma Marin Area Rapid Transit (SMART) of a warehouse building and fenced lot in Cloverdale, for use as a Community Emergency Resilience Center (CERC). The lease will allow DEM to establish in northern Sonoma County a cost-effective, dedicated, community-based, logistics and operational support resource that can support dynamic community-level disaster response for the Sonoma Operational Area while also allowing the Department to maintain pre-positioned supplies and equipment in the Cloverdale area.



DEM and Public Service Recognition Week Committee Staff taking a break after morning setup

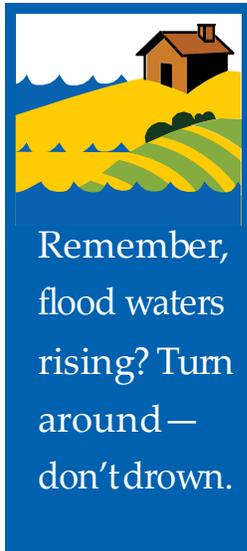
# Administrative Services

## Grant Administration

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.

2022 was the year of teamwork. The Department of Emergency Management Grants Team partnered with our funding partners, County staff, Operational Area partners and suppliers to achieve great results, including:

- 25 emergency workers were funded to attend 8 conferences/trainings
- 5 mobile diesel generators were procured for local school, fire departments and the Registrar of Voters
- 1 large mobile solar generator on a trailer is now available for deployment
- 2 medium solar generators with wind turbine capabilities as well as a variety of smaller mobile solar generators are also available for deployment
- Over \$350,000 radio communication devices were purchased for police, fire and emergency response
- Mass Care and Shelter supplies including ADA cots, blankets and hygiene kits were purchased to help fill county-wide need during disasters
- Other purchases included a license plate reader for law enforcement as well as a fire response UTV, skid mount and trailer



Mobile diesel generator



License plate reader for law enforcement vehicles



Large mobile solar generator

*“While embracing a flexible, hybrid work schedule in 2022, our department focused on managing and refining a growing budget and fleet assets.”*

## Administrative Services

### Active grants administered during 2022 include:

#### State Homeland Security Grant Program (SHSGP)

- FY19 - \$592,861 – 7 projects
- FY20 - \$588,610 – 19 projects
- FY21 - \$701,838 – 17 projects
- FY22 - \$671,457 – 13 projects

#### 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)

- FY21 Emergency Management Training – \$70,000
- FY22 Sheriffs’ Rapid Response Vehicle – \$245,497
- FY22 Monthly Televised Emergency Preparedness Education – \$84,000

#### State funded Public Safety Power Shut-off (PSPS)

- FY20 Registrar of Voters Emergency Power project – \$239,579

#### Community Development Block Grant (CDBG)

#### Mitigation- Resilient Infrastructure Program (MIT-RIP)

#### Mitigation-Planning & Public Services Program (MIT-PPS)

- Community Emergency Resilience Center Sites – \$7,159,690
- Community Emergency Response Team Training – \$500,000
- Sonoma Ready Community Education Plan – \$500,000
- Disaster Recovery Plan Capabilities Gap Analysis – \$374,500
- Community Resilience Centers Needs Assessment – \$500,000

## New in 2022

DEM American Rescue Plan Act (ARPA) award for the first 18 month MOU cycle is \$1,202,950.

DEM is working collaboratively with local Community-based Organizations (CBOs), Faith-based Organizations (FBOs), as well as the Sonoma County Human Services Department (HSD) and the Office of Equity to develop and implement The Sonoma County Unified Community Preparedness & Long-Term Disaster Recovery Project. This project is designed to bolster community preparedness as well as create a more robust response and long-term recovery system to more effectively meet the needs of our community when recovering from disasters in Sonoma County.

*“Alone we  
can do  
so little;  
together  
we can do  
so much.”*

*— Helen Keller*

# Resources



**SoCo Emergency.** A single point of contact for residents seeking information during disasters, as well as preparedness and recovery information. [SoCoEmergency.org](http://SoCoEmergency.org).



**SoCoAlert.** Call (707) 565-1369 or sign up at [SoCoAlert.com](http://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](http://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](http://SoCoEmergency.org/evacuation-map)

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 Nextdoor.com

