



Agenda Item Summary Sheet

Item No: **H-2**
Meeting Date: **January 3, 2024**

Item Title: Presentation of Emergency Operations Plan – Time Specific 11:00 a.m.

Item Summary:

At the January 3rd Board of Commissioners meeting, representatives from IParametrics, LLC will be in attendance to present the updated Emergency Operations Plan. This item is time specific for 11:00 a.m.

The Town of Nags Head utilized a \$75,000 FEMA Hazard Mitigation Grant (HMGP) to update its Emergency Operations Plan (EOP), and selected the consulting firm of Iparametrics to prepare the plan. Beginning on 08/22/2022, a core planning team, comprising of members from the Town Manager's office, Fire, Police, Public Services, Planning, and Finance Departments, was formed to guide the initiative.

The EOP is a comprehensive document outlining coordinated actions before, during, and after emergencies. It encompasses a framework for town-wide operations, event-specific playbooks offering tactical guidelines, and an Emergency Operations Center Operation Guide, detailing when, how, and why to utilize the EOC based on incident severity and how it should be staffed depending on the circumstances. We believe this updated plan enhances the Town's readiness and response capabilities.

A copy of the Emergency Operations Base Plan is attached, which provides a broad overview of the Town's emergency management structure, functions, and operational picture. Although several other documents were produced as part of this effort, including the incident/hazard specific playbooks and an EOC guide, they are primarily for internal use and are not part of this presentation. Staff would ask for the Board's approval of the attached Emergency Operations Plan.

Number of Attachments: 1

Specific Action Requested:

Provided for Board review and consideration.

Submitted By: Randy Wells, Fire Chief

Date: December 28, 2023

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller

Date: December 28, 2023

Town Attorney Comment:

Signature: John Leidy

Date: December 28, 2023

Town Manager Comment and/or Recommendation:

I will participate in the discussion as necessary.

Signature: Andy Garman

Date: December 28, 2023