



Board Summary Report

File #: 24-385

Agenda Date: 7/23/2024

Agenda #:

To: Board of County Commissioners

Through: Tyler S. Brown, Sheriff

Prepared By:

Nathan Fogg, Director, Office of Emergency Management

Presenter: Nathan Fogg, Director, Office of Emergency Management

Subject:

1:00 PM *Amended IGA with City of Englewood for Emergency Management Services

Purpose and Request:

Staff will present the amended IGA with the City of Englewood for Emergency Management services and request approval from the Board of County Commissioners to move forward to public hearing/consent agenda if supported.

Background and Discussion: In late 2023, the OEM employee tasked with the City of Englewood's (CoE) program development resigned and moved out of state. That resignation prompted several months of discussion on the nature of the existing IGA and the level of services required in the context of Englewood's vision for future state. Given CoE's desire to develop an internal capability for OEM in future years, the OEM and City Manager's Office (CMO) reached an understanding that is captured in the IGA presented here today. In short, the OEM will provide limited planning services for CoE in the form reviewing, commenting, and evaluating for compliance the CoE Emergency Operations Plan, Continuity of Operations Plan, and the Capability Assessment tool. OEM will also provide one exercise per year, wholly developed by the OEM with CoE input, and assist CoE CMO in developing and executing a second exercise. OEM and CMO will meet monthly to evaluate progress, consult on relevant topics, and address any other issues within the scope of the IGA. Lastly, OEM may be called on to support CoE upon their issuance of a disaster declaration. This is a largely scaled back scope of work from the current IGA, resulting in the removal of a dedicated FTE within the OEM and a reduction in costs for the CoE. OEM assess the scope as defined in the proposed IGA can be absorbed with manageable impacts at current staffing levels.

Fiscal Impact: The proposed IGA results in a reduction to OEM staffing levels of one FTE. Compensation for the services scoped in the IGA is \$60,000 annually, paid twice per year. The CoE funding is expected to increase the revenue line of the OEM budget as the reduced scope does not require an FTE but provides compensation for work provided.

Alternatives: The BoCC could reject the amended IGA and invoke the termination clause of the existing IGA, providing a final 180 days of OEM services for the CoE.

Alignment with Strategic Plan:

- Be fiscally sustainable
- Provide essential and mandated service
- Be community focused

Staff Recommendation: The Sheriff and entire chain of command recommend adopting the amended IGA.

Concurrence: The following concur and support the amended IGA. Sheriff Brown, Bureau Chief McKlem, Nathan Fogg, Arapahoe County Attorney's Office, Arapahoe County Finance Department, the Englewood City Manager's Office and the City of Englewood.