

*City of Fairfax*  
**Office of Emergency Management**  
**Strategic Work Plan**  
**2011**

***Definition:***

Emergency management is the managerial function charged with creating the framework within which the City reduces vulnerability to hazards and copes with disasters.

***Vision:***

Emergency management seeks to promote a safer, less vulnerable City with the capacity to cope with hazards and disasters.

***Mission:***

Emergency management protects the community by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disaster.

**Strategic Goals**

***Planning:***

- Maintain a Continuity of Operations (COOP) / Continuity of Government (COG) plan for City government.
- Maintain a Comprehensive Emergency Management Plan (CEMP) that utilizes Emergency Support Functions (ESF) and is National Incident Management System (NIMS) compliant for the City that complies with established State and Federal standards.

- Maintain operational procedures to support the City emergency management program.

### ***Operations:***

- Establish and maintain an effective, redundant communications, warning, and alert system to support emergency public information and response operations.
- Develop and implement a consistent staff notification system that will alert key City staff members to unusual emergency events which may warrant implementation of the City's emergency operations plans.

### ***Logistics and Facilities:***

- Prepare the City's Emergency Operations Center for service and establish staffing plans and operations procedures for the center.
- Designate an alternate Emergency Operations Center that will ensure continuity of operations during disaster events.

### ***Training:***

- Develop and maintain an internal Emergency Response Team training program for government employees and volunteers.
- Develop and maintain a system for National Incident Management System (NIMS) and Incident Command System (ICS) training for new City employees that are required to be NIMS certified.

### ***Exercises:***

- Design and conduct citywide exercises to test our plans, operational efficiency and effectiveness.
- Develop and utilize a corrective action plan following each exercise to incorporate lessons learned into revisions of plans and procedures.
- Coordinate City agency participation in regional emergency plan exercises, when appropriate.