City of Charlottesville
Emergency Preparedness & Safety Strategy
Committee on Safety and Emergency Preparedness (CSEP)

The City of Charlottesville Committee on Safety and Emergency Preparedness (CSEP) is charged with creating the framework for City's Emergency Management programs and practices. CSEP's mission is to reduce community, citizen, and employee vulnerability to hazards and to improve community resilience in the face of natural and man-made disasters. CSEP takes an all-hazards, full-spectrum approach to emergency preparedness, by integrating planning, preparedness, response, and recovery efforts.

The City of Charlottesville is vulnerable to a variety of natural and human-caused emergencies and disasters. A planned and coordinated response by the City of Charlottesville can save lives, protect assets, and more quickly restore essential services. The CSEP seeks to build upon daily operating concepts and inter-departmental and community relationships to ensure that skills and resources are matched to the needs of the community, our citizens, and our employees in times of emergency or disaster.

The CSEP is chaired by the Fire Chief who serves as the City's Coordinator of Emergency Management. The Committee provides programmatic oversight, policy direction, and coordination of Emergency Management efforts for the community, citizens, and City government employees. Representatives from the following departments will serve on the CSEP: City Manager's Office, Procurement/Risk Management, Fire, Police, Public Works, Social Services, Information Technology, and the Regional Emergency Management Coordinator. The Emergency Management Program is designed to accomplish the objectives outlined below.

CSEP responsibilities and objectives include:

- Develop and maintain the City's Critical Incident Management Plans.
- Develop and maintain hazard-specific critical incident plans.
- Complete an annual Hazard Vulnerability Analysis (HVA).
- Coordinate the development of Continuity of Operations Plans (COOP) for all City departments.
- Coordinate City Staff education and training in the National Incident Management System and Incident Commend System to ensure essential Emergency Management capabilities.
- Organize and implement disaster tabletops, drills, and exercises.
- Coordinate the development, implementation, and evaluation of City-wide safety programs.
- Coordinate the emergency community notification system.

Security Assessment Resources

- Physical Assessments
  1. Local level program potentially available through the local Police Department's Crime Prevention Through Environmental Design (CPTED) program.
  2. Federal level program through the Department of Homeland Security. For more information, contact:
     Rob Mooney, CPP

     Protective Security Advisor

     Field Operations Branch

     Protective Security Coordination Division

     U.S. Department of Homeland Security

     Cell 202-306-9448

     robert.mooney@hq.dhs.gov

- Cyber Security Assessments
  1. State level program through the National Guard's Cyber Unit. The Cyber Unit will do an assessment for a locality (owner), and the information is only shared with the owner. The assessment is designed to identify vulnerabilities.
  2. Federal level program through the Federal Department of Homeland Security. The federal program includes tools for localities to do a self-assessment, if desired. A more in-depth assessment is also available. For more information, contact:
     Isaac T. Janak

     Cyber Security Program Manager

     Mobile: 804-517-7531

     Office: 804-663-7754

     Isaac.Janak@governor.virginia.org

  3. Public Risk Management Association (PRIMA) www.primacentral.org program resources: 1) Multi-State Information Sharing and Analysis Center (MS-ISAC), 2) U.S. Department of Homeland Security – Cyber Resilience Review, and 3) Cyber Threats Faced by Public Entities.

Risk Management Resources

- Public Risk Management Association - http://www.primacentral.org/ provides an abundance of sample documents to assist in developing and documenting risk management related programs.
- Insurance Carrier/Insurance Pool such as VACORP and VML Insurance Programs– Since insurance coverage is in place for various liabilities, an insurance carrier/pool tends to provide resources that reduce the risk of loss. These resources may include training, guides, templates, risk assessments, etc.

Procurement

- Entity's Term Contracts (pre-planning)
- State and Other Cooperative Contracts, https://logi.epro.cgipdc.com/External/rdPage.aspx?rdReport=Public.Reports.Report9008_Data
- Virginia Public Procurement Act – Emergency Procurement, § 2.2-4303.F., https://law.lis.virginia.gov/vacode/title2.2/chapter43/section2.2-4303/
- Cooperative contracting through General Services Administration (GSA) Schedule 84 available at https://www.gsa.gov/ under the Acquisition section. This schedule includes:
  - Firefighting and Rescue Equipment
  - Professional Security & Guard Services
  - Law Enforcement & Security Equipment