



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Presentation of Accredited Status for the St. Charles
Emergency Management Agency

Presenter: Fire Chief Joseph Schelstreet

Please check appropriate box:

	Government Operations	X	Government Services 07.28.14
	Planning & Development		City Council

Estimated Cost:	0	Budgeted:	YES	x	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Director Jonathon Monken will present Mayor Rogina with a verification of the award of accredited status for the St. Charles Emergency Management Agency (EMA). In order to receive accreditation, our EMA had to comply with the requirements outlined in the Illinois Emergency Management Agency Act and the specific criteria outlined in Title 29: Emergency Services, Disaster, and Civil Defense, Part 301 of The Illinois Administrative Code. These requirements include the establishment of a paid EMA Coordinator, completion of an approved Emergency Operations Plan, completion of an approved exercise of the plan, and verification of the completion of required National Incident Management System (NIMS) compliance documents and training. Documentation is subject to a significant review process before the award is made. The process involves hundreds of hours of work and participation of all departments within the City.

Attachments: *(please list)*

Letter from the Illinois Emergency Management Agency Awarding Accredited Status

Recommendation / Suggested Action *(briefly explain):*

Recommend acceptance of award of accredited status of the St. Charles Emergency Management Agency

For office use only: *Agenda Item Number: 7.a*

May 29, 2014

The Honorable Raymond Rogina
Mayor, City of St. Charles
2 East Main Street
St. Charles, IL 60174-1984

Mayor Rogina:

It is with great pleasure that I write regarding the City of St. Charles' recent request for accreditation. The City of Charles' efforts and dedication in enhancing the profession of emergency management are commended. To achieve accreditation jurisdictions must comply with the Illinois Emergency Management Agency Act (20 ILCS 3305) and specific criteria outlined in Title 29: Emergency Services, Disasters, and Civil Defense, Part 301 of the Illinois Administrative Code.

The City of St. Charles submitted both original and supplemental documentation in support of the request for accreditation. In addition, Mr. Paul Bumba, Emergency Preparedness Coordinator for the City, worked directly with my staff to ensure compliance concerns were addressed and resolved. These efforts supported by proof documentation submitted demonstrate a commitment by the City of St. Charles to have in-place an Emergency Management Program focused on protection of the public, critical infrastructure, and environment prior to, during, and after disaster strikes.

Based on the review of documentation submitted and through discussions held with Mr. Bumba, it is my pleasure to provide the City of Charles with certification as an accredited emergency management agency.

Accredited status recognizes that the City of St. Charles has demonstrated compliance with minimum criteria referenced above. To continue accredited status the City must maintain the Emergency Management Program in compliance with Illinois compiled statues and administrative code. Mr. Michael Borky, IEMA Region 3 and Mr. Jimmy Thompson, IEMA Region 4 Coordinator will be working with Mr. Bumba ensuring compliance necessary for accredited status is retained. A portion of this assistance will be directed at Areas Requiring Further Improvement that is addressed below.

The City of St. Charles has adopted and utilizes the Kane County Local Emergency Planning Commission (LEPC) Hazardous Materials Plan to address requirements for a hazardous materials annex. Specific areas requiring further improvement include notification of populations that may be affected by a hazardous materials release, facility specific lists and contact points, and correlation to existing City emergency response plans and procedures. Additionally, correlation and coordination must be maintained with regards to maps, routes and notifications. Items



identified during the review process require improvement prior to the next specified submission of the City's Emergency Operations Plan.

The profession of emergency management requires support and leadership from Chief Elected Officials like you. When disaster strikes, citizens rely on government leaders and employees to lend a hand, listen to their needs, and provide the face of response and recovery. Congratulations on the City of St. Charles' having received accredited status.

Please do not hesitate to contact us if I or my staff can be of any assistance on this or any other matter. We look forward to working with the City of St. Charles now and in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathon E. Monken', written over a thin horizontal line.

Jonathon E. Monken, Director

cc: IEMA Region 3
IEMA Region 4