

## **Priorities Committee Meeting\_Apr16\_2019**

---

### **STRATEGIC INITIATIVE AND UPDATE**

#### **After Action Report – Community Centre Parkade**

##### **Report Purpose**

To provide the Priorities Committee with an approach and next steps for an After Action Report (AAR) on the response to the County Hall/Community Centre Parkade Incident.

##### **Our Prioritized Strategic Goals**

Goal 6 - Provide facilities and services that are available and accessible to residents

Goal 8 - Foster an environment for safe communities

Continuously improving the way we work, as one organization, in an agile and sustainable manner

##### **Report**

Events that took place on November 6, 2018 at the County Hall/Community Centre (CH/CC) parkade resulted in the activation of a temporary Emergency Operations Centre (EOC) and implementation of Business Continuity Plans (BCP).

Emergency Management best practices include conducting an after action review and report (AAR) in order to critically examine the response and recovery from large incidents such as this one (CSA Z1600-17 Emergency and Continuity Management Program, Section 7).

The intent of an AAR is to ensure an impartial examination of the response to the CH/CC parkade incident so that Strathcona County can identify and understand strengths and any areas for improvement. This information can be used to further strengthen response plans and efforts in key areas in a coordinating way across all departments. The report shall include a series of recommendations that Strathcona County can use to guide improvements and activities.

Four key questions should be addressed, namely:

1. What was expected/planned to happen?
2. What actually happened?
3. What went well and why?
4. What can be improved and how?

The scope of the review and AAR process should include:

1. Emergency Operations Centre (EOC) – including activation, staffing, and implementation of the Incident Command System (ICS) principles, Unified Command and interoperability with the RCMP, functionality of the ad-hoc EOC, and procedures.
2. Business Continuity Planning and Management – including provisioning for displaced functions and impacted departments.
3. Recovery and re-entry of County Hall and Community Centre.
4. Key recommendations for improvements to Strathcona County's EOC, BCP, and response policies and procedures.
5. Communications during all phases of the incident, including internal and external communications.

**Priorities Committee Meeting\_Apr16\_2019**

---

Aspects of the response that will remain out of the scope of this report will include:

1. Operational response by SCES.
2. Occupational Health and Safety reporting requirements.
3. Investigative activities conducted by the RCMP.

**Next Steps**

Emergency Services will bring in an external, independent, third party to conduct an AAR of the Strathcona County County Hall/Community Centre parkade incident. Costs for this review will be managed within existing operating budget. This will ensure that the key lessons can be identified and recommendations implemented in a timely manner. SCES anticipates reporting the results of this review back to Priorities Committee by the end of Q4 2019.

**Other Impacts**

**Policy:** N/A

**Legislative/Legal:** N/A

**Interdepartmental:** All County departments will be required to participate in the AAR process as it affected the entire organization and response was all-inclusive of departments.

**Master Plan/Framework:** N/A

**Communication Plan**

A communications plan will be developed in coordination with Corporate Communications.