

2018 Parkade Incident After Action Review

Administration's Response
December 10, 2019

Response

- Administration finds the recommendations to be sound, comprehensive and constructive.
- Wish to acknowledge Council for ensuring that a comprehensive review was conducted to capture key learnings.
- Would like to thank iStrategic for conducting this important piece of work.
- This report provides a practical road map to enhance Strathcona County's Emergency Management system over the next 4 year business plan cycle (2020-2023).

Work completed or underway

- Incident Management Team (IMT) rosters updated
- Council approved an Emergency Preparedness Officer in Enforcement Services for 2019
- Updated the Crisis Communications Plan
- Contacted key stakeholders to verify crisis communication processes
- Updated the Emergency Social Services Manual
- Updated the SC Alerts System Reference Guide

Work completed or underway

- Updated Emergency Operations Centre Guide
- Updated Information Technology Disaster Services Recovery Plan
- Completed a Business Continuity Plan for the Emergency Communications Centre
- Participated in regional IMT training
- Submitted a request to advance BCP position from 2021 to 2020
- SCES developed a set of forms and supplies for use at an alternate EOC

Work to be done

Theme 1 – Plans and Readiness

- 3 months
 - Complete Incident Package (corporate record)
 - Review governance roles
 - Update Bylaw to ensure alignment with Emergency Management Act (2018) and Local Authority Emergency Management Regulation 2018 (in force January 1, 2020)
- 6 months
 - Schedule and conduct an exercise
 - Conduct an exercise that covers notification to and assembly of Emergency Advisory Committee (EAC)
- 12 months
 - Develop implementation plan for EM system such as CSA Z1600

Work to be done

Theme 2 – Incident Management

- 3 months
 - Review IMT assignments with assigned staff
- 6 months
 - Conduct a unified command workshop

Work to be done

Theme 3 – Crisis Communications

- 9 months
 - Initiate/continue discussions regarding crisis communications with key stakeholders (e.g. RCMP, Industry, School Boards)

Work to be done

Theme 4 – Business Continuity

- 3 months
 - Recruit senior Emergency Management position
- 6 months
 - Recruit junior Emergency Management position (approved by Council December 5, 2019)
- 12 months
 - Complete a Hazard Risk Vulnerability Assessment (HRVA)
 - Complete a prioritization of critical business functions
 - Document and enhance the recovery framework utilized for this incident

Implementation and reporting

- Complete the implementation plan
 - There is a significant opportunity to engage all departments in an effort to complete a comprehensive implementation plan.
 - The Emergency Management Agency provides the ideal vehicle for this engagement.
 - The comprehensive implementation plan to be presented to Council before end of Q2 2020.
- Reporting on progress
 - Q1 - EAC (currently scheduled for January 9, 2020)
 - Q2 thru Q4 updates – EAC or Priorities Committee

Questions