

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Council Chambers, 305 West Third Street
November 23, 2021

Regular Meeting - 6:45 to 8:15 PM (Temporary Meeting Time Change)

Zoom details to call-in for public comment during a meeting:

- 1. Dial Phone Number: (888) 475-4499**
- 2. Enter Meeting ID: 880 7617 4036**
- 3. Passcode: 793799**

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom calling in steps listed above. Once the Mayor calls for public speakers, press *9 to raise your hand to inform the clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room.

This meeting is being held in accordance with Assembly Bill 361, allowing members of the City Council, members of the public and staff to participate via teleconference.

Consistent with City policies imposed to promote social distancing, the facility where the City Council regularly meets is temporarily closed to the public. The public is encouraged to view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at [Youtube.com/oxnardnews](https://www.youtube.com/oxnardnews). Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. EMAILING COMMENTS OR REQUESTING TO SIGN UP TO SPEAK BEFORE THE MEETING

- a. Submit an email to cityclerk@oxnard.org no later than 3 p.m. on the day of the meeting (Please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the City Council prior to the start of the meeting and made part of the legislative record.
- b. Submit a request to speak by no later than 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/city-meetings, emailing the City Clerk at cityclerk@oxnard.org, or calling the City Clerk at (805) 385-7803.

2. PROVIDING PUBLIC COMMENTS DURING THE MEETING

- a. To provide public comment without requesting to speak prior to the meeting, during the meeting dial (888) 475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting.
- b. Public comments on agenda items shall be taken following the announcement of the item. After all public speakers have been given an opportunity to speak on an agenda item, the public comment period shall be held open for three minutes to allow additional speakers to register or otherwise be recognized for the purpose of providing public comment. During this three minute time period, the City Council or staff may discuss the item being considered or briefly respond to previous comments.

Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item time estimates: (Presentation / Committee Discussion / Public Comment)

public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

* The City has filed pre-election and post-election lawsuits regarding the validity of Measure M.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. After 30 minutes, if all speakers have not had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the November 9, 2021 regular meeting as presented.

Contact: Rose Chaparro, (805) 385-7805

D. REPORTS

1. Police Department

SUBJECT: Report on Police Department's Automated License Plate Reader (ALPR) Program (0/5/5)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee:

- Receive a report on the Police Department's Automated License Plate Reader (ALPR) Program.
- Recommend that the City Council receive and file a report on the Police Department's ALPR Program.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/27SNfGlyfFE>

Contact: Jason Benites, (805) 385-7624

2. Fire Department

SUBJECT: Formal Adoption of 2021 City of Oxnard Emergency Operations Plan (EOP) Update. (0/10/10)

RECOMMENDATION: That Community Services, Public Safety Committee, and Housing & Development Committee recommends that the City Council approve a resolution adopting the 2021 Emergency Operations Plan (EOP) Update and authorize the Mayor to sign the Letter of Promulgation.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/OrxKvOGzZho>

Contact: Alexander Hamilton, (805) 385-7700

3. Fire Department

SUBJECT: Authorization to submit seven (7) grant applications to Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) for \$1,997,686 for the purpose of purchasing an Aerial Apparatus (Ladder Truck), Medical Squad, Tactical Emergency Medical Services (TEMS) Training, Wildland Gear, Extractors, Battery Operated Extrication Equipment, and Thermal Imaging Cameras. (Matching requirement of up to \$180,819.) (0/10/10)
RECOMMENDATION: That the Community Services, Public Safety, Housing and Development Committee recommend the City Council adopt a resolution:

1. That allows the submission of seven (7) grant applications to the Federal Emergency Management (FEMA) Assistance to Firefighters Grant (AFG) for \$1,999,836, including a 10% local match for the purpose of purchasing an aerial apparatus, medic squad, extractors, battery-operated extrication equipment, thermal imaging cameras, wildland gear and Tactical Emergency Medical Services (TEMS) training;
2. That authorizes the City Manager or designee to execute the grant agreements if grant funds are awarded to the City;
3. That authorizes the Chief Financial Officer or designee to submit financial reports and grant claims for the use of match and grant funds and perform all other required financial actions; and
4. That authorizes the Fire Chief or designee to submit non-financial reports.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/7L8yqBhdoHE>

Contact: Alexander Hamilton, (805) 385-7700

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



**COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING &
DEVELOPMENT COMMITTEE AGENDA REPORT**

**CONSENT AGENDA
AGENDA ITEM NO. C.1**

DATE: November 23, 2021

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Rose Chaparro, City Clerk, (805) 385-7805, rose.chaparro@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the November 9, 2021 regular meeting as presented.

BACKGROUND

Approval of Minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Rose Chaparro, City Clerk

ATTACHMENTS

1. MINUTES 11 09 2021 Community Services, Public Safety, Housing & Development Committee

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Regular Meeting
NOVEMBER 9, 2021

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 6:52 p.m., Mayor John C. Zaragoza called to order the regular meeting of the Oxnard City Council Community Services, Public Safety, Housing and Development Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Member Madrigal was present via videoconference. Chair Bryan A. MacDonald was absent.

Staff members present in person were Ashley Golden, Assistant City Manager; Ken Rozell, Chief Assistant City Attorney; and Rose Chaparro, City Clerk.

Alexander Hamilton, Fire Chief; Denise Shadinger, Assistant Chief of Police; and Delia Campbell, Police Finance Manager participated via videoconference.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None received.)

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the July 27, 2021 and the September 14, 2021 regular meetings as presented.

It was moved by Member Madrigal, seconded by Member Zaragoza, to approve the minutes as presented. Madrigal and Zaragoza voted in favor; the motion carried 2-0. Chair MacDonald was absent.

D. REPORTS

1. Police Department

SUBJECT: Federal and State Asset Forfeiture Funds.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council approve a budget appropriation in the amount of \$217,000 for the use of Federal (\$60,000) and State (\$157,000) asset forfeiture funds allocated to the City of Oxnard's Police Department.

Denise Shadinger, Assistant Chief of Police; and Delia Campbell, Police Finance Manager presented and answered the Committee's questions. No public comments were received.

It was moved by Member Zaragoza, seconded by Member Madrigal, to approve the recommended action as presented. VOTE: Zaragoza and Madrigal voted in favor; the motion carried 2-0. Chair MacDonald was

absent.

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Mayor Zaragoza adjourned the meeting at 7:10 p.m.

ROSE CHAPARRO
City Clerk

JOHN C. ZARAGOZA
Mayor



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: November 23, 2021

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Jason Benites, Police Chief, (805) 385-7624, jason.benites@oxnardpd.org

SUBJECT: Report on Police Department's Automated License Plate Reader (ALPR) Program (0/5/5)

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee:

- Receive a report on the Police Department's Automated License Plate Reader (ALPR) Program.
- Recommend that the City Council receive and file a report on the Police Department's ALPR Program.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/27SNfGlyfFE>

BACKGROUND

The Police Department has increased the use of contemporary technology in order to keep the community safe and address crime. Many of the systems currently in use are familiar to the public in the form of community cameras, traffic cameras, and automated license plate readers, otherwise known as ALPRs. This technology is used in public spaces, including parks and sports fields. Cameras are often requested in areas of recent violent crime and receive overwhelming support from neighborhoods within the city.

ALPR technology is a fixed or mobile license plate recognition camera that takes photos of license plates, capturing the date, time, and GPS coordinates of where the photo was taken. It is a means to gather objective evidence and facts about vehicles - not people. It increases the capabilities of investigators because it can be used to gather vehicle data in large numbers, where in the past an officer or detective had to be assigned to collect vehicle data at a crime scene or an officer had to be in the right place at the right time to see a vehicle that was stolen or involved in a crime. The ALPR database is attached to a system that can be used to alert police to these wanted vehicles.

Photos of vehicles and license plates are retained in a searchable database where vehicles can be searched by make, model, color, license plate number, or unique identifying information such as previous traffic collision damage or bumper stickers and decals. Investigators have the ability to view all prior sightings of a particular vehicle as well as its GPS location, date, and time of each sighting. This information can be critical in linking a suspect to a crime.

ALPR technology is not facial recognition software. It does not retrieve personal identifying information of the driver, passenger, or registered owner of the vehicle. ALPR technology is not used for immigration or traffic

enforcement.

The ALPR program started in 2017 with the City Council-approved purchase of three (3) mobile ALPRs. In 2019, the program expanded to twelve (12) mobile ALPRs when the City Council approved the purchase of nine (9) additional mobile ALPRs. These mobile versions were attached to the top of police patrol vehicles.

The ALPR program is managed by a police commander. All staff members who are authorized to use the program must undergo specific training. The system creates an audit trail when it is accessed and is audited on a regular basis to ensure that data is accessed and used only under authorized circumstances. There is a policy specific to ALPR use and it is available on the home page of the Police Department's website under the "Transparency" tab for public review.

The Police Department plans to add fixed location ALPRs to the program in the coming year. There are currently similar fixed location ALPR programs in the cities of Port Hueneme and Ventura. The Ventura County Sheriff's Office is looking to start a fixed location ALPR program in the near future. This technology is also used in the private sector, including Home Owner Associations (HOAs) and the commercial trucking industry. There is one HOA in the city of Oxnard that uses ALPR technology.

The location of these fixed ALPRs will be based on a number of factors. The factor that was given the most weight was violent crime locations. Crime Analysts used ten years of data on violent crime/crimes against persons so as to accurately assess perpetual, long-term hot spot locations. The crimes included were: aggravated assault, robbery, sexual assault, and homicide. In addition, locations were layered into the locations of existing cameras, including OPD's community cameras and other agencies' ALPR cameras. Finally, consideration was given to routes of travel to, from, and around violent crime hot spot locations and locations of interest.

STRATEGIC PRIORITIES

This agenda item supports the Public Safety strategy. The purpose of the Public Safety Strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and the health of our community.

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

There is no financial impact. Any proposed additions that were discussed in this report will go through the city-approved purchasing program, including Committee/Council agenda items where applicable.

Prepared by: Denise Shadinger, Police Commander

ATTACHMENTS

1. ALPR Community Presentation.pptx

Automated License Plate Readers (ALPR)

Assistant Chief Denise Shadinger

Provide an overview of Automated License Plate Reader (ALPR) Technology

Provide an overview of the Police Department's ALPR Program

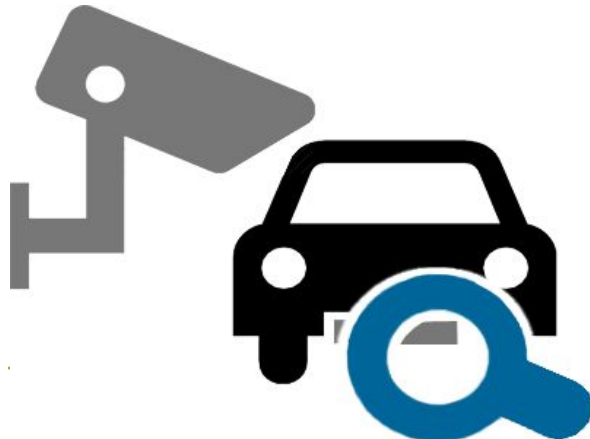
Provide information on planned additions to the ALPR Program

The Police Department has been increasing its efforts to use contemporary technology to fight crime and keep our community safer.

Community Cameras

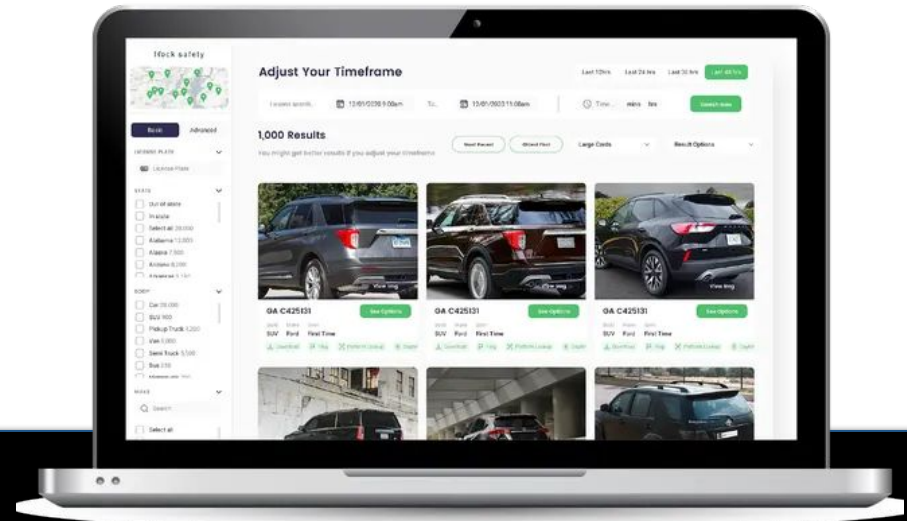
Traffic Cameras

Automated License Plate Readers



ALPR technology is:

- a fixed or mobile license plate recognition camera that takes photos of license plates capturing date, time and GPS coordinates of where the photo was taken
- a means to gather objective evidence and facts about vehicles - not people
- a system that alerts police on wanted vehicles
- focused on solving crime



ALPR technology is **NOT**:

- facial recognition
- tied to Personal Identifying Information (PII)
- used for immigration enforcement
- used for traffic enforcement



The Police Department's ALPR Program started in 2017 with a City Council approved purchase of three (3) mobile ALPRs

In 2019, the program expanded to twelve (12) mobile ALPRs when the City Council approved the purchase of nine (9) additional mobile ALPRs

The ALPRs purchased in 2017 and 2019 were mobile solutions - affixed to police patrol vehicles.



Policy
463

Oxnard Police Department
Oxnard PD Policy Manual

Automated License Plate Readers (ALPRs)

A copy of this policy can be found on the Police Department's website home page at www.oxnardpd.org under the "Transparency" tab

ALPR technology used at crime scenes to collect vehicle data from the immediate area.

String of commercial burglaries at pharmacies throughout Ventura County solved with use of ALPRs.

ALPRs assisted investigators in identifying suspect in homicide case.

Shooting suspect located through use of ALPR technology.

Auto Theft Detectives use ALPRs to assist in recovering stolen vehicles.

The Police Department plans to add twenty (20) fixed location ALPRs to the program in the coming year.

The cities of Port Hueneme and Ventura currently have fixed ALPR programs.

The Ventura County Sheriff's Office will be starting a fixed location ALPR program later this year.

One HOA in the city of Oxnard uses ALPR technology.

Fixed ALPRs would be placed in designated locations throughout the City. These public place locations would be determined using the analysis of ten years of crime data:

- focusing on locations with violent crime
- layered in the locations of existing cameras, including OPD's community cameras and other agencies' ALPR cameras (VPD, PHPD, and privately owned)
- taking into account routes of travel to, from, and around violent crime hot spot locations



Fixed Position ALPR's

12



- ALPR Footage is owned by Agency and will not be sold/shared
- Fixed ALPR data has a 30 day retention period
- Mobile ALPR data has a one year retention period
- Short retention periods ensure data not associated with a crime is automatically deleted and unrecoverable
- Takes human bias out of crime-solving by detecting objective data
- Audit trail for all searches

- NOT facial recognition software
- NOT used for immigration enforcement
- NOT used for traffic enforcement
- End to End Encryption of Data
- NO personal identifying information (PII) is contained
- Not connected to registration data or 3rd party databases (Carfax, DMV)





QUESTIONS



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: November 23, 2021

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Alexander Hamilton, Fire Chief, (805) 385-7700, alexander.hamilton@oxnard.org

SUBJECT: Formal Adoption of 2021 City of Oxnard Emergency Operations Plan (EOP) Update. (0/10/10)

RECOMMENDATION

That Community Services, Public Safety Committee, and Housing & Development Committee recommends that the City Council approve a resolution adopting the 2021 Emergency Operations Plan (EOP) Update and authorize the Mayor to sign the Letter of Promulgation.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/OrxKvOGzZho>

BACKGROUND

This Emergency Operations Plan (EOP) addresses the City of Oxnard's planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies. This plan establishes the emergency organization, assigns tasks, specifies policies and general procedures, and provides for coordination of planning efforts of the various emergency staff, departments and service elements utilizing the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

An approved EOP is required by the State of California, and is necessary to ensure that the City of Oxnard is eligible to receive State and Federal funding in response to emergencies and disasters.

DISCUSSION

The Plan is required to be updated anytime there are substantial changes to the plan, emergency procedures, local laws or terminology. The Oxnard EOP was last updated in 2017.

The primary changes to the plan incorporated in the 2021 update include:

- Simplifying the general format (page and section numbering)
- Removing redundant contents
- Clarifying and updating the Potential Hazards Section (including maps)
- Updates of terminology (evacuation definitions)
- Updates to EOC set-up and activation procedures (following EOC upgrades and improvements in 2021)

- Updates to EOC Staff Checklists (to follow current procedures)
- Update contact lists and contact information (phone numbers and emails)

The plan format and content meets California Office of Emergency Services guidelines and is consistent with the approved plans of other local cities and the County of Ventura.

Access to the Draft Emergency Operations Plan Update is available as follows:

City Council and Committee Members

<https://drive.google.com/drive/folders/1KmfD8FsKh4f5jNmeqE0a9PNNskYSQ4R->

The Public

Hard copies of the draft plan are available for in house review at the Oxnard Public Library, Main Branch and the Oxnard Fire Department Administrative Offices.

STRATEGIC PRIORITIES

This agenda item supports Public Safety strategy. The purpose of the Public Safety strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and health of our community.

FINANCIAL IMPACT

An adopted Emergency Operations Plan Update will allow the City to meet current State and Federal emergency management requirements and remain eligible for reimbursement of disaster related personnel costs following proclaimed disasters.

Prepared by: Scott Brewer, Emergency Preparedness Manager

ATTACHMENTS

1. 2021 EOP Update Letter of Promulgation
2. EOP Update Resolution
3. EOP Presentation

Letter of Promulgation

Approval Date: _____

TO: OFFICIALS, EMPLOYEES, AND CITIZENS OF CITY OF OXNARD

The preservation of life and property is an inherent responsibility of local, state, and federal government. The City of Oxnard has prepared this Emergency Operations Plan (EOP) to ensure the most effective and economical allocation of resources for the maximum benefit and protection of the civilian population in time of emergency.

While no plan can prevent death and destruction, good plans carried out by knowledgeable and well-trained personnel can and will minimize losses. This plan establishes the emergency organization, assigns tasks, specifies policies and general procedures, and provides for coordination of planning efforts of the various emergency staff and service elements utilizing the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

The objective of this plan is to incorporate and coordinate all the facilities and personnel of the City into an efficient organization capable of responding to any emergency.

This Emergency Operations Plan is an extension of the California Emergency Plan. It will be reviewed and exercised periodically and revised as necessary to meet changing conditions.

The City Council gives its full support to this plan and urges all officials, employees, and citizens, individually and collectively, to do their share in the total emergency effort of the City of Oxnard.

Concurrence of this promulgation letter constitutes the adoption of the Standardized Emergency Management System and the National Incident Management System (NIMS) by the City of Oxnard. This EOP will become effective on approval by the City Council.

John C. Zaragoza
Mayor, City of Oxnard

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
APPROVING THE EMERGENCY OPERATIONS PLAN UPDATE FOR THE CITY
OF OXNARD AND LETTER OF PROMULGATION

WHEREAS, protecting life and property by way of emergency preparedness is one of the primary responsibilities and highest priorities of the City of Oxnard; and

WHEREAS, an all-hazard Emergency Operations Plan provides the framework for emergency response and emergency management during disasters and contains operational concepts designed to adapt to any potential large-scale emergency; and

WHEREAS, the City of Oxnard, adopted the current Emergency Operations Plan in 2017; and

WHEREAS, the City of Oxnard wishes to update the Plan upon review of the Fire Chief, Police Chief; and City Department Heads; and

WHEREAS, the Emergency Operations Plan was reviewed and updated to meet the guidelines and requirements established by The California Governor's Office of Emergency Services (CalOES) which ensures that the Plan is written in accordance with and has addressed critical elements of the State Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) and that it is acceptable in accordance with the requirements of the Emergency Services Act and the California Master Mutual Aid Agreement," and

WHEREAS, The Emergency Operations Plan has been updated in accordance with Chapter 6 of the City of Oxnard 2030 General Plan which addresses Safety & Hazards, and

NOW, THEREFORE, the City Council of the City of Oxnard resolves to adopt the 2021 Update to the Oxnard Emergency Operations Plan and authorize the Mayor to sign the Letter of Promulgation.

PASSED AND ADOPTED this 7th day of December, 2021 by the following vote:

AYES:

NOES:

ABSENT:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen Fischer, City Attorney

UPDATE OF THE OXNARD EMERGENCY OPERATIONS PLANS (EOP)

Alexander Hamilton, Fire Chief

RECOMMENDATION

That the Public Safety Committee recommend that the City Council approve the City of Oxnard Emergency Operations Plan 2020 update and authorize the Mayor to sign the Letter of Promulgation, making the Plan effective.



Emergency Operations Plan - Purpose

This Emergency Operations Plan (EOP) addresses the City of Oxnard's planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies.



Emergency Operations Plan - Purpose

- The EOP provides an overview of operational concepts for disaster response and management
- Identifies components of the City's emergency management organization
- Defines legal authorities during disasters
- Describes the overall responsibilities of the City, County, State and Federal governments in protecting lives and property during disasters



Emergency Operations Plan - Requirements

An approved EOP is required:

- By the State of California, and documents city compliance with State and Federal emergency management systems
- To ensure that Oxnard is eligible to receive State and Federal funding in response to emergencies and disasters
- To be reviewed and updated anytime there are substantial changes to emergency procedures, local laws or terminology.
- The Oxnard EOP was last updated in 2017



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES



FEMA

Update Process

- Is an update to the existing Oxnard 2017 EOP
- Meets California State requirements under the Standardized Emergency Management Systems (SEMS)
- Meets Federal guidelines under the National Incident Management System (NIMS)
- Address all elements for local government emergency plans – CalOES “Emergency Plan Cross Walk”
- Consistent with Ventura County and local municipality Emergency Operations Plans



Update Process

- Detailed review and update of the 2017 Plan by City Staff (May – August 2021)
- Presentation for “Public Comments” - Virtual Emergency Preparedness Workshop (August 19)
- Submitted to Department Directors for review and comments (October 6)
- Presentation to the Oxnard Public Safety Committee (November 23)
- Presentation to City Council for approval (December 7)



Updates to the Plan

The primary changes to the plan include:

- Simplifying the general format (page and section numbering)
- Removing redundant contents
- Clarifying and updating the Potential Hazards Section (including maps)
- Updates of terminology (evacuation definitions)
- Updates EOC set-up and activation procedures (following EOC upgrades and improvements in 2021)
- Updates to EOC Staff Checklists (to follow current procedures)
- Update contact lists and contact information (phone numbers and emails)

Fiscal Impact

An adopted Emergency Operations Plan Update will allow the City to meet current State and Federal emergency management requirements and remain eligible for reimbursement of disaster related personnel costs following proclaimed disasters.



Draft Plan Access

Access to the Draft 2021 Emergency Plan Update is available for as follows:

- **City Council and Committee Members:**
<https://drive.google.com/drive/folders/1KmfD8FsKh4f5jNmeqE0a9PNNskYSQ4R->
- **The Public:** Hard copies of the draft plan are available for in house review at the Oxnard Public Library, Main Branch and the Oxnard Fire Department Administrative Offices.



QUESTIONS?



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.3

DATE: November 23, 2021

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Alexander Hamilton, Fire Chief, (805) 385-7700, alexander.hamilton@oxnard.org

SUBJECT: Authorization to submit seven (7) grant applications to Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) for \$1,997,686 for the purpose of purchasing an Aerial Apparatus (Ladder Truck), Medical Squad, Tactical Emergency Medical Services (TEMS) Training, Wildland Gear, Extractors, Battery Operated Extrication Equipment, and Thermal Imaging Cameras. (Matching requirement of up to \$180,819.) (0/10/10)

RECOMMENDATION

That the Community Services, Public Safety, Housing and Development Committee recommend the City Council adopt a resolution:

1. That allows the submission of seven (7) grant applications to the Federal Emergency Management (FEMA) Assistance to Firefighters Grant (AFG) for \$1,999,836, including a 10% local match for the purpose of purchasing an aerial apparatus, medic squad, extractors, battery-operated extrication equipment, thermal imaging cameras, wildland gear and Tactical Emergency Medical Services (TEMS) training;
2. That authorizes the City Manager or designee to execute the grant agreements if grant funds are awarded to the City;
3. That authorizes the Chief Financial Officer or designee to submit financial reports and grant claims for the use of match and grant funds and perform all other required financial actions; and
4. That authorizes the Fire Chief or designee to submit non-financial reports.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/7L8yqBhdoHE>

BACKGROUND

The City of Oxnard and surrounding agencies are eligible to submit grant applications to FEMA for consideration of federal funds totaling \$1,999,836. Fire Departments are eligible to apply for the FEMA Fiscal Year 2021 Assistance to Firefighters Grant (AFG) to obtain critically needed resources necessary for protecting the public and emergency personnel from fire and related hazards. The FY2021 AFG Program has three activities: Operations and Safety, Vehicle Acquisition, and Regional Projects. Successful AFG submissions are awarded funding on an annual basis. The grant funds, if awarded, will purchase aerial apparatus, medic squad, extractors, battery-operated extrication equipment, thermal imaging cameras, and Tactical Emergency Medical Services (TEMS) training.

DISCUSSION

Seven (7) separate applications will be submitted. The first application is for an aerial apparatus, more commonly referred to as a fire truck. Oxnard Fire Truck 160 is a twenty-one (21) year old tractor-drawn aerial apparatus equipped with aging tools and equipment. The City currently has two (2) fire trucks that were purchased in 2012; when one of these trucks requires maintenance or repairs. Truck 160 is used as the replacement apparatus. Truck 160 is no longer a safe or reliable vehicle and requires replacement. The grant application is for \$1,300,000 for the replacement apparatus and for tools and equipment that are required to place the truck-in service. If awarded, the federal share is \$1,181,818, with a matching requirement of \$118,182.

The second application is for a medic squad which will allow for two (2) squads to service the City of Oxnard. Squads allow the fire department to respond to medical emergencies and provide advanced life support. The cost of a fully equipped squad is \$200,000. If awarded, the federal share is \$181,818 and the matching requirement is \$18,182.

The third application is for seven (7) extractors for the cleaning of firefighter turnout gear. Extractors are designed to perform at a higher capacity than standard washing machines, removing contaminants that are known to cause cancer. Proper cleaning of firefighting gear is one of many cancer prevention efforts implemented by the Oxnard Fire Department. If funded, the aging extractors at Fire Stations 1-7 would be replaced with higher-functioning and more environmentally friendly machines. The average cost per machine with installation is \$15,950. If awarded, the federal share is \$101,500, with a matching requirement of \$10,150.

The fourth application is for Tactical Emergency Medical Services training to prepare for future high-risk incidents, adequate and appropriate training for these SWAT medical support teams has become paramount to ensure a reduction in morbidity and mortality associated with critical incidents and training. This two-week course covers the core content of tactical medicine and exceeds Regulation 1084 as set forth by the State of California as well as the California POST/EMSA SWAT operational guidelines and standardized recommendations. The cost for sending six (6) fire personnel including travel, tuition and station coverage is \$108,186. If awarded, the federal share is \$98,351, with a matching requirement of \$9,835.

The fifth is a Regional application that will be submitted by Fillmore City Fire Department which will include a request for the City of Oxnard to receive \$117,000 battery-operated extrication tools that would allow the procurement of four (4) sets of tools, batteries and chargers. Battery-operated tools are lighter than the versions that require being plugged into a generator for power. The cordless tools are quick to deploy and can be used in more precarious situations than traditional extrication tools. If awarded, the federal share is \$106,364 with a matching requirement of \$10,636.

The sixth application is a Regional application that will be submitted by Ventura County Fire Protection District for Thermal Imaging Cameras. Thermal imaging cameras create an image using infrared radiation, giving “vision” where it would not otherwise be possible. The request for the City of Oxnard will be \$119,000 to purchase seventeen (17) cameras. If awarded, the federal share is \$108,182 and the local match is \$10,818.

The final application is a Regional with Ventura City for Wildland supplies. The supplies will be used by firefighters assisting on mutual aid assignments. The Oxnard City request will be for seventy-five (75) hose packs at a cost of \$19,000 and fifty (50) shelters \$25,000. If awarded, the federal share is \$40,000 and the local match is \$4,000.

If awarded, the grant period for AFG funding is May 1, 2022 to April 30, 2024. The grant solicitation was posted by FEMA on November 8, 2021 with a submission deadline of December 17, 2021.

STRATEGIC PRIORITIES

This agenda item supports Public Safety strategy. The purpose of the Public Safety strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and health of our community.

FINANCIAL IMPACT

There is a matching funds requirement of 10% for each AFG grant, if awarded. Expenditures are anticipated to begin in FY 2022-2023. The grant funding and local match will be included in the recommended Fiscal Year 2022-2023 budget, with local sources mainly from the General Fund (grant term is projected to end April 30, 2024).

Grant Description	Total Award for Oxnard	Local Match Requirement
Aerial Apparatus	1,300,000	118,181
Medic Squad	200,000	18,182
Extractors (7)	111,650	10,150
TEMS Training for 6 staff	108,186	9,835
Battery Operated Extrication Tools (4 sets)	117,000	10,636
Thermal Imaging Cameras (17)	119,000	9,835
Wildland Supplies	44,000	4,000
	1,999,836	180,819

Prepared by: Amy Van Atta, Management Analyst II

ATTACHMENTS

1. AFG COMMITTEE presentation 2021.v2
2. Resolution AFG 2021 Applications

ASSISTANCE TO FIREFIGHTER (AFG) GRANT APPLICATIONS

Alexander Hamilton, Fire Chief

RECOMMENDATION

That the Community Services, Public Safety, Housing and Development Committee recommend the City Council adopt a resolution:

- That allows the submission of seven (7) grant applications to the Federal Emergency Management (FEMA) Assistance to Firefighters Grant (AFG) for \$1,999,836, including a 10% local match for the purpose of purchasing an aerial apparatus, medic squad, extractors, battery-operated extrication equipment, thermal imaging cameras, wildland gear and Tactical Emergency Medical Services (TEMS) training;
- That authorizes the City Manager or designee to execute the grant agreements if grant funds are awarded to the City;
- That authorizes the Chief Financial Officer or designee to submit financial reports and grant claims, approve budget appropriations during FY 2022-2024 for the use of match and grant funds and perform all other required financial actions; and
- That authorizes the Fire Chief or designee to submit non-financial reports.

AFG program is one part of a trio of grant opportunities



- AFG - Primarily for training, equipment and vehicles
 - Approx \$414 million in funding each year
- Fire Prevention & Safety (FP&S)
 - Approx \$46 million in funding each year
- Staffing for Adequate Fire Emergency Response (SAFER)
 - Approx \$560 million in funding each year

FEMA AFG FY 2020 AWARDS TO OXNARD FD

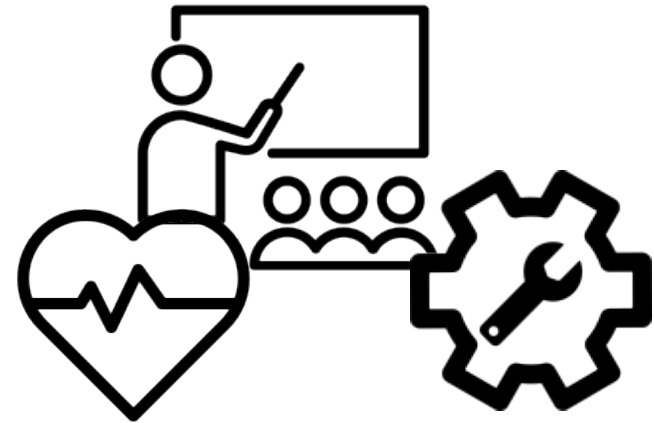
- \$703,420 - Medic Certification and Wellness Program
- \$335,00 - EKG Monitors and AEDs
- \$225,750 - Portable Radios

Total AFG awards since 2009 - \$4,201,412



AFG Grant Priorities & Match

- Training
- Equipment
- Wellness



- Regional Applications
 - Department can be a the lead on one regional proposal but participate in as many regional grants as there are Fire Departments
- 10% match for all awards

Cost Match Calculations

Use the Calculator Below to Determine the Local Cost Share for your Organization

Total Project Cost:	\$ 100,000.00
Local Cost Share Percentage:	15%

Example: For 15% enter .15 into the calculator, for 10% enter .10, for 5% enter .05

Federal Funding Assistance:	\$ 86,956.52
Local Cost Share:	\$ 13,043.48

Information above can be found here:

https://www.fema.gov/sites/default/files/documents/fema_afg-cost-share-calculator.pdf

FY 2021 Grant Proposals for Oxnard FD

- Aerial Apparatus - \$1,300,000 – Cost Share \$118,182
 - Replace 21 year old fire truck



- Medic Squad - \$200,000 - Cost Share \$18,182
 - Allow for a second advanced life support unit



FY 2021 Grant Proposals for Oxnard FD



- Extractors - \$111,650 – Cost Share \$10,150
 - Procure seven (7) extractors
 - Properly clean turnouts
 - Best practice for cancer prevention
 - Place at Fire Stations 1 through 7



- Tactical Emergency Medical Services Training - \$200,000 - Cost Share \$18,182
 - Send six (6) personnel to training

FY 2021 Regional Grant Proposals

- Fillmore FD Regional Lead for Battery Operated Extrication Equipment
 - Oxnard to receive \$117,000 – cost share \$10,636
 - Four (4) sets of extrication tools
- Ventura FD Regional Lead for Thermal Imaging Cameras
 - Oxnard would receive \$119,000 - cost share \$10,818
 - Purchase seven (7) cameras
- Ventura City FD Regional Lead for Wildland Supplies
 - Oxnard would receive \$44,000 – cost share is \$4,000
 - Purchase of seventy-five (75) hose packs and fifty (50) shelters

AFG FY 2021 Application Overview

Grant Description	Total Award for Oxnard	Local Match Requirement
Aerial Apparatus	1,300,000	118,181
Medic Squad	200,000	18,182
Extractors (7)	111,650	10,150
TEMS Training for 6 staff	108,186	9,835
Battery Operated Extrication Tools (4 sets)	117,000	10,636
Thermal Imaging Cameras (17)	119,000	9,835
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	1,999,836	180,819



QUESTIONS?

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING
SUBMITTAL OF FEDERAL EMERGENCY MANAGEMENT AGENCY GRANT
APPLICATION

WHEREAS, City Council Resolution No.12,053 sets out the procedure by which City staff may submit grant applications, following approval by resolution of the City Council; and

WHEREAS, the Fire Department has requested that City Council ratify the approval for submission of seven applications to the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant in the amount of \$1,999,836 for the purpose of purchasing an aerial apparatus, a medic squad, extractors, Tactical Emergency Medical Services training, battery-operated extrication tools, thermal imaging cameras, and wildland supplies.

NOW, THEREFORE, the City Council of the City of Oxnard resolves to approve the submittal of a grant application by the City Manager for Fire Department enhancement. The City Council further resolves that the City Manager or designee is authorized to execute grant agreements; the Chief Financial Officer or designee is authorized to submit financial reports and grant claims, approve special budget appropriations during FY 2022-2024 for the use of the grant funds and perform all other required financial actions; and the Fire Chief or designee is authorized to submit non-financial reports.

PASSED AND ADOPTED this 7th day of December 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Mayor

ATTEST:

APPROVED AS TO FORM:

Rose Chaparro, City Clerk

Stephen M. Fischer, City Attorney