



**FIRE RESCUE DEPARTMENT**  
**JAMES M. FITZGERALD, Fire Chief**  
6590 Amory Court  
Winter Park, FL 32792  
407-836-9061 • fax: 407-836-9106  
James.Fitzgerald@ocfl.net

**TO:** Mayor Jerry L. Demings  
-AND-  
Board of County Commissioners

**THROUGH:** Danny P. Banks,  
Deputy County Administrator

**FROM:** James M. Fitzgerald, Fire Chief  
Fire Rescue Department

**CONTACT PERSON:** Lauraleigh Avery, Acting Manager, OEM  
**PHONE NUMBER: 407-836-9151**

**SUBJECT:** December 17, 2019 – Consent Agenda Item  
Emergency Management Preparedness and Assistance  
Base Grant, Contract Number: A0007, Response  
Capabilities, Attachment E, Modification #1.

The State of Florida Division of Emergency Management has forwarded to Orange County the FY19 Emergency Management Preparedness Assistance (EMPA) Base Grant Modification #1. This modification is to the Response Capabilities, Attachment E of the original agreement. Modifications are included throughout the Attachment, but substantial modifications appear in the "Contacts" and "SharePoint Site Identification" sections.

On June 14, 2019, the EMPA Base Grant of \$105,806 was awarded to Orange County for the grant period of July 1, 2019 through June 30, 2020. On August 6, 2019, the Grant was approved by the Board, and on August 31, 2019, the Grant was executed by the State of Florida and returned to Orange County Clerk of the Board for official records.

This grant allows Orange County to continue developing, implementing, evaluating, and revising our Emergency Management Program. Orange County shall be reimbursed for costs incurred in the satisfactory performance or work in the amount not to exceed \$105,806. Therefore, in addition to approval of the Modification #1, we are requesting authorization for the County Mayor or designee to sign annual approvals to the reoccurring EMPA Grant.

**ACTIONS REQUESTED:** Approval and execution of Modification #1 to State-Funded Grant Agreement between the Florida Division of Emergency Management and Orange County and authorization for the Mayor or designee to execute annual approvals to the re-occurring Emergency Management Preparedness and Assistance agreement.

JF/la

Attachments:

**MODIFICATION #1 TO STATE-FUNDED GRANT AGREEMENT BETWEEN  
THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT AND  
ORANGE COUNTY**

This Modification is made and entered into by and between the State of Florida, Division of Emergency Management ("the Division"), and Orange County ("Recipient"), to modify Agreement Number A0007, which began on July 1, 2019 ("the Agreement").

WHEREAS, the Division and the Recipient have entered into the Agreement, pursuant to which the Division has provided a subgrant to Recipient under the Emergency Management Preparedness and Assistance Grant program of \$105,806.00;

WHEREAS, the Division and the Recipient desire to modify the Agreement;

WHEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. The Response Capabilities, Attachment E to the Agreement, is hereby modified as set forth in 1<sup>st</sup> Revised Attachment E to this Modification, which is attached hereto and incorporated herein by reference.
2. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.
3. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Modification as of the dates set out below.

**RECIPIENT: ORANGE COUNTY**

By: Daniel P Banks

Name and Title: Director of Public Safety

Date: 12-2-19



**FLORIDA DIVISION OF EMERGENCY MANAGEMENT**

By: Gymel Vinter Papandreas BC

Name and Title: Jared Moskowitz, Division Director

Date: 31 January 2020

## ATTACHMENT E RESPONSE CAPABILITIES

**Contacts** - The Recipient shall maintain current county emergency management and other contacts through the Division's SharePoint portal available at <https://portal.floridadisaster.org>.

From the Portal main page, click "County Links", then pulldown and select "Update County Contacts."

This information includes the following but not limited to:

- County Director and Alternate contacts
- State Mutual Aid Agreement contacts

**SharePoint Site Identification** - The Recipient shall upload current GIS Site Data to the Division's SharePoint portal available at <https://portal.floridadisaster.org>. SharePoint site identification data includes:

- Through SharePoint - location and attribute information of all Emergency Services sites –
  - Fire Stations
  - Law Enforcement
  - Emergency Medical Services
  - Emergency Operations Center(s)
  - Call Centers

Attribute information shall include at a minimum: facility name, facility type, physical address, USNG coordinates, and Latitude/Longitude in decimal degrees. Site address shall be mapped by clicking on Map icon to verify address.

### **NOTES:**

For Site Identification data uploaded through SharePoint –

To facilitate emergency services sites review, FDEM GIS will annually (Q1) upload a spreadsheet extracted from the critical facilities inventory. This spreadsheet is intended to provide Counties with the catalog of current sites that the State has in its critical facilities inventory. Critical facility inventory spreadsheets uploaded will contain only emergency service facility types that are required for review. Any additional facility types provided to the State will be at the discretion of the County.

Counties with GIS resources may, instead of reviewing this spreadsheet for updates –

- Upload zipped shapefile(s) or file geodatabase(s) extracted from a county GIS system,
- Upload a zipped geodatabase of Essential Facilities created using HAZUS Comprehensive Data Management System (<https://www.fema.gov/comprehensive-data-management-system>)
- Provide URL to a GIS data download website maintained by the County

If counties have no changes since the last agreement period, a statement of "no change" shall be submitted via the SharePoint portal.

**WebEOC Site Identification** - The Recipient shall upload current Site Data to WebEOC available at <https://eoc.floridadisaster.org>. WebEOC site identification data includes:

- Through the SERT County Emergency Sites Board via the State's WebEOC Instance or through your local instance if you are subscribed to this Board - location and attribute information of all pre-identified-
  - County Staging Areas (CSAs)
  - County Points of Distribution (PODs)

Attribute information shall include at a minimum: Site Name, Site Type, Site Address, Full Address with Latitude/Longitude in decimal degrees, Primary Contact (name, e-mail and phone) Secondary Contact (name, e-mail and phone).

The following Site Information upload is optional:

- Picture attachment of Site.
- Comments regarding access, transportation routes or any planning information.

**SITE SUGGESTIONS:**

**County Staging Areas (CSAs)**

- Sites should be located adjacent to a major highway and have the ability to establish safe one-way traffic through the compound and reasonably secured. County Staging Areas must also be located in a region that can support countywide relief operations.
- For coastal counties, sites should not be located in a "Zone A" Evacuation Zone where possible, exceptions can be made.

**Point of Distribution (PODs)**

- PODs should not be nearby a business that has water and food for sale.
- Counties should focus on placing PODS in outlying areas where these types of stores are not located in-order to insure that resources are available in those areas.
- For coastal counties, sites should not be located in a "Zone A" Evacuation Zone where possible, exceptions can be made.

**ATTACHMENT E  
RESPONSE CAPABILITIES**

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This Information includes:

- County Director and Alternate contacts
- State Mutual Aid Agreement contacts
- Logistics contacts
- and many more....

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- Through SharePoint - location and attribute information of all –
  - fire rescue
  - law enforcement
  - public safety
  - emergency service stations

Attribute information shall include at a minimum: facility name, facility type, physical address, and USNG coordinates OR Latitude/Longitude in decimal degrees (only one or the other is required).

**NOTES:**

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Modification #1 – Highlighted items were added to the Attachment E, Response Capabilities.

## **ATTACHMENT E RESPONSE CAPABILITIES**

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**SITE SUGGESTIONS:**

**County Staging Areas (CSAs)**

- Sites should be located adjacent to a major highway and have the ability to establish safe one-way traffic through the compound and reasonably secured. County Staging Areas must also be located in a region that can support countywide relief operations.
- For coastal counties, sites should not be located in a “Zone A” Evacuation Zone where possible, exceptions can be made.

**Point of Distribution (PODs)**

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- Counties should focus on placing PODS in outlying areas where these types of stores are not located in-order to insure that resources are available in those areas.
- For coastal counties, sites should not be located in a “Zone A” Evacuation Zone where possible, exceptions can be made.