



**COMMONWEALTH of VIRGINIA**  
*Department of Emergency Management*

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December 8, 2011

**MEMORANDUM**

**TO:** Honorable Governor Robert F. McDonnell  
Members of the General Assembly

**FROM:** Michael M. Cline

A handwritten signature in black ink, appearing to read "Michael M. Cline".

**SUBJECT:** Status of Emergency Response Plans

The following report on the status of state and local emergency management in the Commonwealth of Virginia is required by the Code of Virginia §44-146.18B3.

**COMMONWEALTH OF VIRGINIA EMERGENCY OPERATIONS PLAN (COVEOP)**

The State Planning Assistance Program within the Preparedness Division of the Virginia Department of Emergency Management (VDEM) maintains the COVEOP and presents the plan to the Governor for promulgation once every four years. The COVEOP was most recently promulgated in December of 2007 and has undergone numerous updates since that time. The entire COVEOP, consisting of a basic plan, 17 emergency support function annexes, five support annexes, and five hazard specific annexes is currently under revision with input from all involved agencies and will be presented to the Governor for promulgation in early 2012. In addition, several new annexes are under development, including an earthquake annex and technological hazards annex. These annexes will also be sent to the Governor for promulgation in 2012.

**LOCAL ANNUAL EMERGENCY MANAGEMENT ASSESSMENT**

Each local jurisdiction is required to report an assessment of its emergency management program annually by July 1, pursuant to Code of Virginia §44-146.19F. Each year, Local Planning Assistance (LPA) notifies the jurisdictions and provides a reporting form to facilitate this process.

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The Local Capability Assessment of Readiness (LCAR) process is an opportunity for each jurisdiction to assess its capabilities and identify strengths and challenges in its emergency management program. The results present a statewide view of local preparedness and an opportunity for VDEM to deploy resources to the jurisdictions to help improve local emergency management programs. The reporting form addresses 10 aspects of an emergency management program including Planning, Operations, and Public Education and Outreach via 84 questions. A 100-point scale is applied.

The following are average scores in each category resulting from – for the first time – 100% participation from all 139 jurisdictions.

The average score for each category is provided. The number in parentheses is the average score for the 2010 results for comparison.

- Hazard Identification and Risk Assessment: 67 % (71%)
- Resource Management and Logistics: 69% (66%)
- Planning: 82% (81%)
- Direction, Control, and Coordination: 75% (72%)
- Communications and Warning: 77% (76%)
- Operations: 80% (78%)
- Training: 66% (66%)
- Exercise, Evaluations, and Corrective Actions: 56% (60%)
- Crisis Communications, Public Education, and Information: 65% (64%)
- Administration and Finance: 65% (65%)
- Average of All Categories: 68% (71%)

### **LOCAL EMERGENCY OPERATIONS PLANS**

There are 139 jurisdictions in Virginia with emergency management programs. Each jurisdiction is responsible for maintaining and keeping current a local emergency operations plan (LEOP). A LEOP is deemed current if it is comprehensively reviewed, revised, and adopted by the local governing board every four years, pursuant to Code of Virginia, §44-146.19E.

To assist localities in meeting this requirement, the LPA Program in the Preparedness Division at VDEM is responsible for aid to local governments in order to facilitate the process of plan development and revision. This aid consists of, but is not limited to:

- Two LPA planners each dedicated to three VDEM regions (planning services are delivered to local governments in VDEM Region 7 by Local Support Services Staff).
- A LEOP template document, which was revised in 2011 to address consideration of citizens with special needs.

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- LEOP Annexes to supplement the template, including a Family Assistance Center (FAC) template that was developed in 2011.

The template and annexes are available on the VDEM website at:

<http://www.vaemergency.gov/em-community/plans/local-templates>

As a result of these efforts and others, 25 LEOPs were adopted in 2011. This brought the total number of jurisdictions with current LEOPs to 121 or 87%, representing an increase of six jurisdictions, an increase of 4%.

MMC/jgl

Copy: Honorable Marla Decker, Secretary of Public Safety  
Honorable Terrie Suit, Secretary of Veterans Affairs and Homeland Security  
Division of Automated Legislative Services  
Mr. George O’N Urquhart, Senior Program Project Manager and Legislative Liaison