



COMMONWEALTH of VIRGINIA
Department of Emergency Management

JEFFREY D. STERN, Ph.D.
State Coordinator

CURTIS C. BROWN
Chief Deputy Coordinator

BRETT A. BURDICK
Deputy Coordinator

10501 Trade Court
North Chesterfield, Virginia 23236-3713
(804) 897-6500
(TDD) 674-2417
FAX (804) 897-6506

January 14, 2015

MEMORANDUM

TO: Honorable Governor Terence R. McAuliffe
Members of the Virginia General Assembly

Handwritten signature of Jeffrey D. Stern in blue ink.

FROM: Jeffrey D. Stern
State Coordinator of Emergency Management

SUBJECT: Annual Report on 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. It is based on data provided to the Virginia Department of Emergency Management (VDEM) by November 15, 2014.

COMMONWEALTH OF VIRGINIA EMERGENCY OPERATIONS PLAN (COVEOP)

VDEM maintains the COVEOP and presents the plan to the governor for promulgation every four years, last in August 2012. The COVEOP currently consists of a basic plan, 17 emergency support function annexes, five support annexes, and seven hazard specific annexes. The 2013 Joint Legislative and Audit Review Commission (JLARC) report *Disaster Preparedness Planning in Virginia* found that the COVEOP aligns with current federal guidelines for disaster response plans.

Although the entire COVEOP was updated in 2012, VDEM continues to work with state, private sector, and non-governmental partners to review and update portions of the plan on a regular basis. In August 2014, the Hurricane and Tropical Storm Response Annex was updated to reflect changes to the evacuation timeline for the Hampton Roads region, based on findings from an in-season review of hurricane preparedness. An update to the Pandemic Flu Annex is currently underway, incorporating lessons from the Ebola hazard that emerged in late 2014.

“Working to Protect People, Property and Our Communities”

LOCAL CAPABILITY ASSESSMENT OF READINESS (LCAR)

Each local jurisdiction that has an independent emergency management program is required to report an assessment of its emergency management program annually by July 1, pursuant to the Code of Virginia §44-146.19F. Each year, VDEM notifies the jurisdictions and provides access to a web-based system to facilitate this process.

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 snapshot of local preparedness and allow VDEM to target improvements in local emergency management programs. The reporting tool addresses 10 aspects of emergency management, including planning, operations, and public education and outreach. The following table shows the categories that are scored through this self-assessment process. A 100-point scale is used to score the assessment. The 2014 scores are based on 137 reports out of 138 local jurisdictions that have independent emergency management programs, representing a 99 percent response rate. The City of Buena Vista did not report in 2014. The statewide average score is 78 percent, an increase of 1 percent from 2013.

Category	2014	2013
Hazard Mitigation	69%	70%
Resource Management and Logistics	70%	73%
Planning	90%	87%
Direction and Control	88%	82%
Communications and Warning	86%	70%
Operations	86%	82%
Training	76%	70%
Exercise, Evaluation, and Corrective Action	70%	67%
Crisis Communications, Public Education and Information	70%	71%
Administration and Finance	74%	72%
Average of all Categories	78%	77%

The improvement in overall average assessment scores, as well as most category scores, can be attributed to the shared effort between VDEM and local governments, which continues to have a positive impact on local emergency management throughout the commonwealth. In particular, VDEM regularly devotes time and resources to the following program areas in local government:

- Planning.
- Training.
- Exercise Evaluation and Corrective Action.
- Crisis Communications, Public Education and Information.

“Working to Protect People, Property and Our Communities”

LOCAL EMERGENCY OPERATIONS PLANS (LEOP)

There are 138 jurisdictions with independent local emergency management programs and each is responsible for maintaining and keeping current a local emergency operations plan (LEOP). An LEOP is deemed current if it is reviewed, revised, and adopted by the local governing board every four years, pursuant to the Code of Virginia, §44-146.19E. As of November 15, 2014, 137 of 138 jurisdictions (99 percent) with independent local emergency management programs have current LEOPs.

VDEM assists local governments in order to facilitate plan development and revision. This includes:

- Providing a planning template addressing consideration of citizens with access/functional needs.
- Attendance at local planning meetings.
- Plan reviews as requested at any stage in the LEOP development process.

The Code of Virginia was amended in 2014 and now includes §2.2-222.1E. As a result, VDEM is now charged with the responsibility of reviewing all LEOPs to ensure that they are feasible and suitable and can be implemented with available resources. In order to fulfill this mandate, VDEM will begin reviewing local plans in 2015. The review will be advisory: local jurisdictions will continue to have the option to revise or not revise their plans afterwards.

INSTITUTIONS OF HIGHER EDUCATION CRISIS AND EMERGENCY MANAGEMENT PLANS

There are 40 state institutions of higher education (IHE) in Virginia. Each IHE is responsible for adopting and maintaining a crisis and emergency management plan, pursuant to the Code of Virginia §23-9.2:9. The plan must be reviewed and revised every four years and adopted by the IHE's Board of Visitors or other governing board. This law became effective on July 1, 2008, and VDEM advised the state IHEs that they should have a current, adopted plan in place by July 1, 2012, to allow the IHEs time to comply by revising or developing a plan. The Code of Virginia §23-9.2:9 was amended in 2010, requiring the president and vice president of each IHE to review the crisis and emergency management plan annually, and to certify this review in writing to VDEM. This requirement only applies during the interim years between plan updates, as it is expected that the president and vice president will review the plan as part of the quadrennial revision process. An additional amendment of the Code of Virginia §23-9.2:9 in 2010 requires each state IHE to conduct a functional exercise of the plan every year, and report to VDEM that the exercise has been completed.

Each of the three code requirements must be met in order for an IHE's emergency management program to be fully compliant. Twenty-seven of 40 IHEs (68 percent) are fully compliant as of November 15, 2014. The community colleges make up the majority of the compliant IHEs. It should be noted that the emergency preparedness and safety manager at the Virginia Community College System collaborated with VDEM in an effort to reach out to the emergency coordinators; this effort contributed to the improved status of the community colleges.

The following chart provides an itemized list of requirements met or not met by the IHEs.
(Y=Yes, N=No, X=Completed)

Institution Name	Four Year (4yr) or Community College (CC)	Compliant as of 11/15/14	President/VP Review	Exercise Done	EOP Adoption
George Mason	4 yr	Y	x	x	x
Old Dominion	4 yr	Y	x	x	x
University of Mary Washington	4 yr	Y	x	x	x
University of Virginia	4 yr	Y	x	x	x
Virginia Tech	4 yr	Y	x	x	x
Blue Ridge	CC	Y	x	x	x
Central VA	CC	Y	x	x	x
Dabney Lancaster	CC	Y	x	x	x
Danville	CC	Y	x	x	x
Eastern Shore	CC	Y	x	x	x
Germanna	CC	Y	x	x	x
J Sargeant Reynolds	CC	Y	x	x	x
John Tyler	CC	Y	x	x	x
Lord Fairfax	CC	Y	x	x	x
Mountain Empire	CC	Y	x	x	x
New River	CC	Y	x	x	x
Northern VA	CC	Y	x	x	x
Patrick Henry	CC	Y	x	x	x
Paul D. Camp	CC	Y	x	x	x
Piedmont VA	CC	Y	x	x	x
Rappahannock	CC	Y	x	x	x
Southside VA	CC	Y	x	x	x
Southwest VA	CC	Y	x	x	x
Tidewater	CC	Y	x	x	x
Virginia Highlands	CC	Y	x	x	x
Virginia Western	CC	Y	x	x	x
Wytheville	CC	Y	x	x	x
Christopher Newport	4 yr	N			
College of William & Mary	4 yr	N		x	x
Eastern Virginia Medical	4 yr	N			x
James Madison	4 yr	N			x
Longwood	4 yr	N			x
Norfolk State	4 yr	N			
Radford	4 yr	N		x	x
Richard Bland	4 yr	N			x
University of Virginia, Wise Campus	4 yr	N			
Virginia Commonwealth	4 yr	N		x	x
Virginia Military Institute	4 yr	N		x	x
Virginia State	4 yr	N			
Thomas Nelson	CC	N		x	x

“Working to Protect People, Property and Our Communities”

VDEM offers similar planning assistance to the IHEs that we offer the local governments. To further assist the IHEs, VDEM drafted a set of frequently asked questions (FAQs) to clarify the requirements stated in the Code of Virginia §23-9.2:9. The FAQs explain the requirements for plan adoption, review by the president and vice president, and the exercise requirement.

VDEM will continue to work to improve these assessments in 2015.

Cc: Honorable Brian Moran, Secretary of Public Safety and Homeland Security
Adam K. Thiel, Deputy Secretary of Public Safety and Homeland Security
Division of Automated Legislative Services
Marilyn Harris, VDEM Legislative Liaison