

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Continuity of Operations Plan and Terrorism Annex

DEPARTMENT: Public Safety **DIVISION:** Emergency Management

AUTHORIZED BY: K.M. Roberts **CONTACT:** Joe McCluan **EXT.** 5131

Agenda Date <u>11/9/04</u> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/>
Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/>

MOTION/RECOMMENDATION:

Board authorization to accept and recognize the Seminole County Continuity of Operations Plan and Terrorism Annex as a working document to assure continuation of Seminole County Government during and after emergencies.

BACKGROUND:

In April, 2003, Seminole County was awarded a grant in the amount of \$75,000 to develop a Continuity of Operations Plan and Terrorism Annex. This grant was given to assist local efforts to prepare themselves to respond to emergencies or disasters including any that may be caused by terrorist attacks using conventional means or Weapons of Mass Destruction. Such preparedness requires an extraordinary level of inter-service and inter-jurisdictional planning and coordination. Seminole County entered into a contract with Greenehorne and O'Mara to develop this Plan and Annex.

This plan establishes policy and guidance to ensure the execution and continuation of Seminole County Government's mission essential functions in the event that an incident of magnitude could force government to relocate to other facilities in which to operate.

Note: Backup information is available in the County Manager's Office.

Reviewed by:	<u>Mr</u>
Co Atty:	<u>Mr</u>
DFS:	_____
Other:	_____
DCM:	<u>SS</u>
CM:	<u>JB</u>
File No. <u>CPSEM02</u>	



STATE OF FLORIDA

DEPARTMENT OF COMMUNITY AFFAIRS

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JEB BUSH
Governor

COLLEEN CASTILLE
Secretary

June 2, 2004

Ken Roberts, Director
Seminole County Emergency Management
150 Bush Boulevard
Sanford, FL 32773

Dear Mr. Ken Roberts:

The Division of Emergency Management has received and reviewed the final version of your COOP Plan and Terrorism Annex.

The Division of Emergency Management has approved Seminole County's final COOP plan and Terrorism Annex.

Please, at your convenience, submit a copy of Seminole County's COOP plans on CD. DEM is working on storing these documents electronically. This is not a requirement; however, DEM would certainly appreciate receiving your plan electronically.

All of the above documentation may be mailed to:

Attn: Amber Dooley
FDEM
2555 Shumard Oak Blvd.
Tallahassee, FL 32399-2100

On behalf of the Division of Emergency Management, I would like to thank you for your efforts in this process. If you have any questions, please contact me at 850-921-0506 or via e-mail at amber.dooley@dca.state.fl.us.

Sincerely,

Amber Dooley
Florida Division of Emergency Management

2555 SHUMARD OAK BOULEVARD • TALLAHASSEE, FLORIDA 32399-2100

Phone: 850.488.8466/Suncom 278.8466 FAX: 850.921.0781/Suncom 291.0781

Internet address: <http://www.dca.state.fl.us>

CRITICAL STATE CONCERN FIELD OFFICE
2796 Overseas Highway, Suite 212
Marathon, FL 33050-2227
(305) 289-2402

COMMUNITY PLANNING
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-2356

EMERGENCY MANAGEMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 413-9969

HOUSING & COMMUNITY DEVELOPMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-7956