



INFORMATIONAL MEMORANDUM

TO: Community Services & Safety Committee

FROM: Eric Drever, Chief of Police

BY: Mindi Mattson, Emergency Manager

CC: Mayor Ekberg

DATE: 4/27/2021

SUBJECT: Emergency Management Update and Workplan

ISSUE

The City of Tukwila hired Mindi Mattson as the new Emergency Manager. This position was previously under the Fire Department and now resides with the Police Department located at the Justice Center. Mindi will introduce herself to the Committee, provide an update as to the current status of emergency management, and describe plans for the future. No action is required of the Committee.

BACKGROUND

In Tukwila, Emergency Management has been a function of Public Works, Fire and now the Police Department. Regardless of which department houses it, Emergency Management works with all departments and the community. It is the duty of the Emergency Manager to integrate industry standards and best practices to serve the Tukwila community before, during, and after a large scale emergency or disaster. There is a role for all employees and members of the community in this work. A community that is strong can before a disaster, can respond to and recover more successfully.

DISCUSSION

Mindi Mattson, Emergency Manager, will provide an analysis of existing emergency management capabilities, and share her vision for the future.

FINANCIAL IMPACT

The transfer of the position from Fire to Police left some ambiguity as to the budget for Emergency Management. The Emergency Manager will develop a comprehensive program and budget to support that program for consideration at a later date.

RECOMMENDATION

No action needed from the Committee at this time. This briefing is informational only.

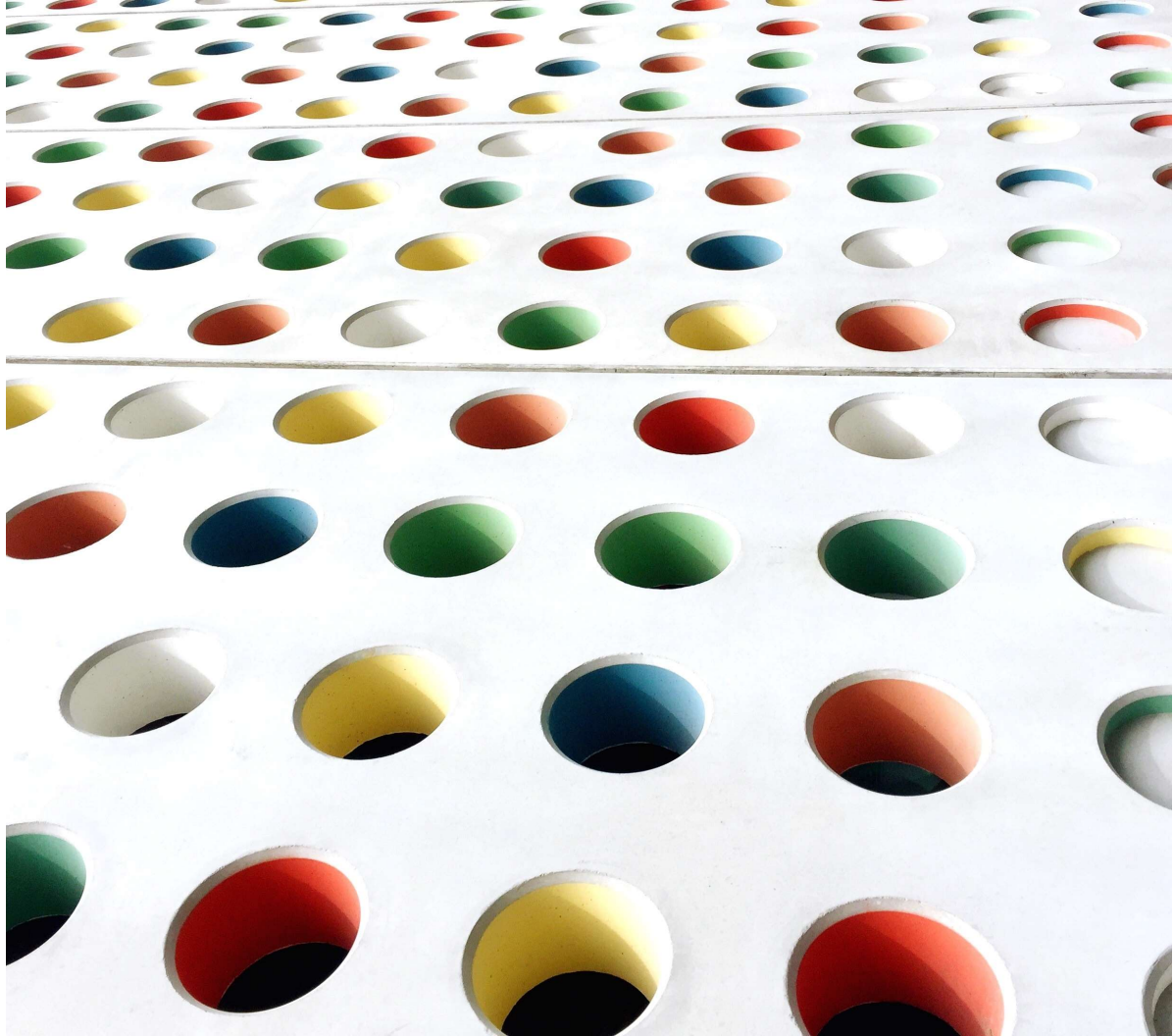
ATTACHMENTS

SSC PowerPoint

Emergency Management:

- Where are we at?
 - Where are we going?
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Mindi Mattson
Emergency Manager
City of Tukwila



• Where are we at?

- Completed Plans Review
- Secured Emergency Management Performance Grant (EMPG) funding for 2021
- Updated Draft Comprehensive Emergency Management Plan (CEMP)
- Created Cascadia Rising Training and Exercise Plan (TEP)
 - EOC Staff Training
 - Elected Officials Training
 - “Mini” Activations of EOC
 - Tabletop Exercises

Where are we going?

- Emergency Operations Center (EOC) Build-out
- Emergency Operations Center readiness
- Cascadia Rising June 2022
- Build out Emergency Management Budget
- Build out back up EOC at Station 52

Where are we going?

- Develop plan revision schedule
- Train and Exercise other capabilities
- Develop staff preparedness program
- Develop public-facing presence and education strategy
- Build partnerships with businesses, schools, and community organizations

Questions?

Mindi Mattson, MA, CEM

Emergency Manager

(206)971-8750 desk

(206)673-7480 cell

