

# CITY OF BETHLEHEM

## INTER-DEPARTMENTAL CORRESPONDENCE

**Subject: Updated Emergency Operation Plan**

**From: Fire Assistant Chief Michael Sankovsky**

**To: City Council**

---

On June 17<sup>th</sup>, 2003 Council formally adopted the City of Bethlehem Emergency Operation Plan. During this time changes were made in Emergency Management on a national level. The major change was the development of a plan for managing domestic incidents. That plan is the National Incident Management System (NIMS). Below are some points to help explain what NIMS is and how it affects the City.

- Homeland Security Presidential Directive –5, states that the Secretary of Homeland Security develop and administer a nation plan for managing domestic incidents.
- The plan would be called the National Incident Management System (NIMS). NIMS would make it easier for federal state and local government to work together to make prevention of, response to, and recovery from all types of domestic incidents, regardless of cause, size, or complexity.
- This all came about after 911, when it became apparent that federal, state, and local agencies do not talk the same language when handling domestic incidents. This lack of communication between federal and local agencies has led to these agencies not getting what they need, or getting things they do not need at a critical time during an emergency incident.
- The Governor of the Commonwealth of Pennsylvania issued a proclamation, implementing the National Incident Management System in December 2004. All municipalities were directed to do the same.
- Failure to comply with NIMS will jeopardize future Homeland Security funding.
- The steps that the City of Bethlehem need to take to comply with NIMS are:
  1. Train all department heads who would respond to, or be a part of mitigating a domestic incident in the city.
  2. Train all personnel who would respond to a City emergency and operate under our Incident Command System.
  3. Update any emergency response plans, procedures or programs to reflect the NIMS standards.
  4. Update any emergency response training programs to reflect the NIMS standards.
  5. Compile employee certifications and categorizing city equipment into a resource manual that complies with NIMS.
  6. Update the City's Emergency Operation Plan to comply with NIMS standards. This updated EOP will then need to be formally adopted by the City.

I am pleased to inform you that step 6 is the last step that needs to be addressed. I have completed the NIMS update of the City of Bethlehem Emergency Operation Plan and at this time present it to City Council for formal adoption. Also in this process the City needs to formally adopt the National Incident Management System (NIMS), which can be found on the following web-site.

[http://www.fema.gov/pdf/emergency/nims/nims\\_doc\\_full.pdf](http://www.fema.gov/pdf/emergency/nims/nims_doc_full.pdf) If you have any questions please feel free to contact me.

---

**Copies to:**

**Date: 4-7-2008**

**By**

