

RESOLUTION NO. 17-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MALIBU
ADOPTING THE COMMUNITY EMERGENCY RESPONSE TEAM PROGRAM
GUIDELINES

The City Council of the City of Malibu does hereby find, order and resolve as follows:

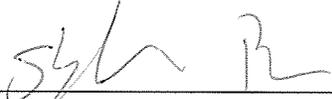
SECTION 1. Recitals.

- A. The City of Malibu is vulnerable to many serious hazards and needs trained civilians to assist in disaster response.
- B. The Community Emergency Response Team (CERT) program was created to educate people about disaster preparedness and train them in the basic skills needed to assist others when professional responders are not immediately available.
- C. In Malibu, some CERT graduates have registered with the City as Disaster Service Workers, received additional training, and are known as the Malibu CERT Team.
- D. While this program has been in place for many years, the City Council has never adopted a formal program statement on the official role of the CERT Team within the City's emergency management system.
- E. The CERT Program Guidelines clarify the role and responsibilities of the Malibu CERT Team by outlining the requirements to become a member of the team, organizational structure, team responsibilities, ongoing participation requirements, and activation procedures.

SECTION 2. The Community Emergency Response Team Program Guidelines (Exhibit A) are hereby adopted.

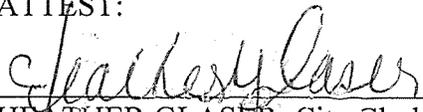
SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED, and ADOPTED this 28th day of August 2017.



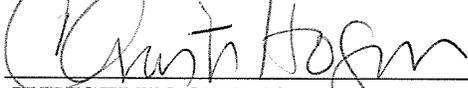
SKYLAR PEAK, Mayor

ATTEST:



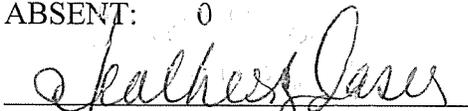
HEATHER GLASER, City Clerk
(seal)

APPROVED AS TO FORM:


CHRISTI HOGIN, City Attorney

I CERTIFY THAT THE FOREGOING RESOLUTION NO. 17-37 was passed and adopted by the City Council of the City of Malibu at the regular meeting thereof held on the 28th day of August 2017 by the following vote:

AYES: 5 Councilmembers: La Monte, Rosenthal, Wagner, Mullen, Peak
NOES: 0
ABSTAIN: 0
ABSENT: 0


HEATHER GLASER, City Clerk
(seal)

City of Malibu CERT Program Guidelines

PURPOSE

The purpose of the Malibu Community Emergency Response Team (CERT) is to assist the City of Malibu in providing aid, as needed, for emergency disaster response and to educate and promote disaster preparedness and awareness in the community.

CERT activities during a disaster may include the following:

- Basic first aid and multiple victim triage
- Assisting with radio communications
- Staffing of disaster shelters, pet shelters & evacuation areas
- Assisting with Emergency Operations Center setup and scribing
- Assisting with traffic control
- Convergent volunteer management
- Small fire suppression
- Assist with urban search and rescue
- Serve as a local guide for outside agencies
- Assisting with Initial Damage Assessment

CERT activities during non-disaster times may include the following:

- Staffing public education booths at large community events
- Staffing first aid booths at large community events
- Assisting with traffic control at large community events
- Assisting with radio communications during large community events
- Assisting with short term care and shelter after a significant structure fire with multiple displaced individuals
- Assisting with EOC exercises and drills
- Assisting with general safety training for City staff
- Assisting with safety training for the community

BACKGROUND

The Community Emergency Response Team (CERT) Program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. The CERT concept was developed by the Los Angeles City Fire Department in 1985 and since its creation, numerous disasters have underscored the need for training civilians to meet the immediate needs of a community.

CERT training graduates can assist others in their neighborhood or workplace following an event in which professional responders are not immediately available. CERT graduates who wish to become a member of Malibu's CERT Team are required to complete additional training and participate in emergency preparedness projects in the community.

MEMBER REQUIREMENTS

The Malibu CERT Team is a critical emergency response asset in the City, and as such, it is important that members are dedicated to making the necessary commitment of time. To become a member of Malibu's CERT Team, individuals must do the following:

1. Graduate from the Community Emergency Response Team training program;
2. Register with the City as a Disaster Service Worker;
3. Complete FEMA's online courses: IS-100a (ICS) and IS-700a (Intro to NIMS);
4. Attend Standardized Emergency Management System training;
5. Be willing to attend periodic meetings, training sessions, and drills;
6. Be willing to support at least two community events per year;
7. Be willing to participate on at least one CERT committee;
8. Be willing to provide their own Personal Protective Equipment (PPE);
9. Be willing to serve at least 30 hours per year, including time at meetings, trainings and events; and,
10. Be willing and able to work in the potentially physically demanding and/or stressful environment that may be present in disaster situations.

MEMBER STATUS LEVELS

Members are either Active, Auxiliary, or Retired:

1. ACTIVE

Member is in good standing and meets ALL Member Requirements noted above. All Active members are required to display a current year sticker on their ID card.

2. AUXILIARY

Any active member who has not achieved the minimum number of hours or other requirements by the end of any year without a satisfactory reason will become re-classified as an Auxiliary member and shall return their uniform. Auxiliary status will signify that the member may not be aware of the latest CERT skills, safety procedures and protocols, and may be considered potentially unsafe due to this lack of awareness. Those classified Auxiliary are welcome to participate in CERT activities, but may be restricted by team management in the role that they may play, due to the lack of proven training and may not be included in the initial deployment.

3. RETIRED

If a member remains on the Auxiliary list for more than two years, a letter will be sent to the member to determine if the member wishes to continue with the team, or to officially retire. If a member indicates his desire to remain on the team, no further action will be taken and the

member will remain on the Auxiliary list. In the case of a member choosing to retire, the official ID card must be returned to the City. The member's status is changed to Retired and Disaster Service Worker coverage is no longer effective. The member's personal file will be kept for one year and then destroyed.

MANAGEMENT TEAM

The Management Team works with the City Manager or designee to implement the CERT Team program, set goals and objectives for the organization, as well as manage committees to implement the goals and objectives. There will be at least one Management Team meeting each quarter.

Members of the Management Team are appointed by the City Manager or designee based on the member's prior experience and commitment to the Team. Appointments are a minimum of one year and follow the calendar year. Toward the end of each calendar year, new appointments will be considered to fill vacancies or other needs.

TRAINING

Training is vital to the safe and efficient operation of the team. No member should attempt any action for which he or she is not trained. The safety of the individual, the other team members, and the victim(s) are all dependent upon each member knowing exactly what he or she is doing and capable of. It is each member's responsibility to ensure that he or she is up-to-date with applicable training.

Regular City sanctioned training opportunities will be provided, and only preauthorized City sanctioned training provides Disaster Service Worker protections.

CERT TEAM ACTIVATION & DEACTIVATION

Only the City Manager or designee can activate and deactivate the CERT Team. Without this, members are acting as an individual member of the public, with no authority, and with no backup or support from the City. Additionally, there is no provision of Disaster Service Worker status.

When activated, the City will designate Team Leaders to supervise activities of the team. Should a Team member need to leave an incident or exercise prior to being deactivated, it is the member's responsibility to notify their Team Leader and check out. Should a Team Leader need to leave an incident or exercise prior to being deactivated, it is the Leader's responsibility to identify a replacement, advise the City and then check out.

Prior to leaving an incident or following deactivation, Team members should ensure that all equipment is returned to the appropriate places and documentation is turned in to the appropriate individual.

DISASTER SERVICE WORKER REGISTRATION

All CERT Team members will be registered with the City as Disaster Service Workers (DSW) and managed in accordance with the State of California's Disaster Service Worker Volunteer Program regulations. A DSW is a person who is registered with an accredited Disaster Council

for the purpose of engaging in disaster service without pay or other compensation. The City of Malibu has been an accredited Disaster Council since 1994.

DSWs are eligible for State Workers Compensation benefits while performing activities under the direction of the City's emergency management organization during the following situations:

- A proclaimed emergency;
- A search and rescue mission;
- Approved, documented and supervised activities to mitigate an imminent threat to life, property and resources; and
- While participating in City sanctioned training necessary to engage in such activities.

Additionally, DSWs are entitled to limited immunity from liability when acting in the course of their disaster service duties.

UNIFORMS & IDENTIFICATION

Active members of the Malibu CERT Team will be provided with a uniform to ensure that local first responders can recognize them and differentiate them from other community volunteers, including individuals who have completed the CERT class, but no other training. Team members will be issued the uniform once they have completed all required training. When Team members are no longer participating at the required level they will be asked to return their uniform.

CERT Team members will also be issued an ID Card once they have completed all required training. Team members must wear their ID card when activated to respond to an incident or assist at a community event. Team members who are in good standing at the end of each calendar year, will be issued a sticker for the next year to be placed on their ID.

CERT CODE OF CONDUCT

All CERT Team members shall abide by the CERT Code of Conduct. Any verified deviation from the Code of Conduct may result in dismissal from the team. A copy of the Code of Conduct will be included in the CERT Standard Operating Guidelines.

LIABILITY

California's Good Samaritan Law provides, "no person who in good faith, and not for compensation, renders emergency medical or nonmedical care or assistance at the scene of an emergency shall be liable for civil damages resulting from any act or omission other than an act or omission constituting gross negligence or willful or wanton misconduct."

STANDARD OPERATING GUIDELINES

All CERT Team members will be provided with a copy of the CERT Team Standard Operating Guidelines that includes detailed administrative information such as a copy of this program statement, training resources, personal protection equipment requirements, the Code of Conduct, Team Member contact information, operational check lists, and other important support documents.