

EMERGENCY MANAGEMENT

Chapter 5

Emergency Management

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\*State law reference(s)--Emergency powers, W.S.A.; emergency management, W.S.A. §323.01 et seq.



## EMERGENCY MANAGEMENT

### **Sec. 5-1. Purpose of chapter.**

In order to prepare the City to cope with emergencies resulting from a disaster, or imminent threat of a disaster, it is declared to be necessary to establish an organization for emergency management, as set out in W.S.A. §323.01 (2021-22 and as updated thereafter), conferring upon the persons specified in this chapter the powers and duties provided by this chapter.  
(Ord 98-74, §1, (I)(1)), 8-8-74; Ord 113-06, §1, 9-26-06)

State law reference(s) - Similar provision, W.S.A. §323.01.

### **Sec. 5-2. Definitions.**

Unless otherwise specified in this chapter or the context clearly indicates otherwise, the words, terms, and phrases shall have the meaning prescribed by W.S.A. § 323.02 (2021-22 and as updated thereafter). (Ord 113-06, §1, 9-26-06)

**Cross reference** - Definitions and rules of construction generally, §1-2.

**State law reference** - W.S.A. §323.02.

### **Sec. 5-3. Powers and duties of Common Council and Mayor.**

(a) The Common Council shall adopt an effective program of emergency management consistent with the State plan of emergency management. The Common Council may appropriate funds and levy taxes for this program.

(b) Emergency Management Coordinator shall be appointed by the Mayor as head of Emergency Management Services, subject to the confirmation of the Common Council.

(c) The Safety and Licensing Committee shall be designated as the committee of jurisdiction to act as an emergency management committee. The Committee shall retain policy-making and rule-making powers in the establishment and

development of emergency management plans and programs.

(d) During the continuance of state of emergency proclaimed by the Governor, the Common Council may employ the Organization for Emergency Management and the facilities and other resources of that organization to cope with the problems of the emergency. (Ord 98-74, §1 (II)(1) – (4)), 8-8-74; Ord 113-06, §1, 9-26-06)

**Cross reference** - Boards, committees, commissions, §2- 51, et seq.

### **Sec. 5-4. Organization for Emergency Management.**

(a) There shall be an Organization for Emergency Management which will coordinate resources and efforts during City-declared emergencies. Lead members of the organization include: the Mayor, the City Attorney, the Police Chief, the Fire Chief, the Director of Public Works, the Health Officer, and the Emergency Management Coordinator.

(b) All officers and employees, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by agreement or operation of law be charged with duties incident to the protection of life and property during disasters shall constitute the Emergency Management Organization.

(c) In preparing and executing the Emergency Management Program, the services, equipment, supplies and facilities of the existing departments and agencies of the counties and city shall be utilized to the maximum extent practicable, and the officers and personnel of such departments and agencies are directed to cooperate with and extend such services and facilities as are required by them.

(d) In order to ensure that in the event of an emergency all facilities of emergency

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management are extended to the fullest to meet such an emergency, the following responsibilities have been assigned to specific department heads named as Directors of Emergency Management Services:

- (1) Police Chief – Director of police services;
- (2) Director of Public Works – Director of engineering;
- (3) Health Officer – Director of public health services;
- (4) Fire Chief – Director of fire and rescue;

(e) Other department heads not specifically named will fulfill emergency and non-emergency duties as assigned under the City of Appleton Emergency Operations Plan. Nothing in this section shall have construed to limit the Emergency Management Coordinator from immediately commencing organizational and planning programs as required by the City's Emergency Operations Plan adopted by the Common Council.

(Ord 113-06, §1, 9-26-06)

**State law reference** – Emergency government, W.S.A. §323.14 et seq.

### **Sec. 5-5. Emergency Management Coordinator.**

There shall be an Emergency Management Coordinator designated for the City who shall have the duties and responsibilities of the City head of Emergency Management Services. (Ord 98-74, §(II)(5)), 8-8-74; Ord 113-06, §1, 9-26-06) Sec.

### **5-6. Deputy Emergency Management Coordinator.**

(a) The Mayor may appoint a Deputy Emergency Management Coordinator.

(b) The Deputy Emergency Management Coordinator will operate under the administrative direction of the Emergency Management Coordinator.

(Ord 98-74, §1(II)(6)), 8-8-74; Ord 113-06, §1, 9-26-06)

### **Sec. 5-7. Powers and duties of the Emergency Management Coordinator**

The Emergency Management Coordinator shall:

- (1) Coordinate the City Emergency Management Organization;
- (2) Develop, promulgate and integrate into the county plan, emergency management plans for the operating services of the City;
- (3) Coordinate participation of the City in such emergency management training programs and exercises as may be required on the county or state level.
- (4) Coordinate the City emergency management training programs and exercises;
- (5) Perform such other duties relating to emergency management as may be required by the Organization for Emergency Management.
- (6) The duties of the Emergency Management Coordinator shall parallel those of the county Head of Emergency Management Services. The Emergency Management Coordinator may coordinate with the appropriate county Head of Emergency Management Services for the proper operation of the program within the appropriate county jurisdiction (Ord 98-74, §1(III), 8-8-74; Ord 113-06, §1, 9-26-06)

### **Sec. 5-8. Incident management.**

In order to ensure that in the event of an emergency that all responding agencies have the ability to operate in a coordinated manner, utilizing a recognized management processes,

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incident management objectives, common terminology, common communication procedures and equipment designations, the City of Appleton formally recognizes and adopts the use of the Incident Command System (ICS) and the National Incident Management System (NIMS).  
(Ord 113-06, §1, 9-26-06)

### **Sec. 5-9. Funding of emergency management program.**

(a) The cost of equipment and services related directly to the implementation of the City Emergency Management Program shall be through the City budget.

(b) All monies received as revenues derived from federally subsidized programs shall revert to the City as appropriate.  
(Ord 98-74, §1(V)(2), (3)), 8-8-74; Ord 113-06, §1, 9-26-06)

### **Sec. 5-10. Violations.**

(a) It shall be unlawful for any person willfully to obstruct, hinder or delay any member of the emergency management organization in the enforcement of an order, rule, regulation or plan issued pursuant to the authority contained in this chapter.

(b) It shall be unlawful for any person to represent himself/herself as a member of an emergency management organization unless such person is a bona fide member of the appropriate organization.  
(Ord 113-6, §1, 9-26-06)