

THE COUNCIL OF THE CITY OF NEW YORK

Hon. Melissa Mark Viverito
Speaker of the Council

Hon. Elizabeth Crowley
Chair, Committee on Fire and Criminal Justice Services



Hearing on the Fiscal 2015 Preliminary Budget & the Fiscal 2014 Preliminary Mayor's Management Report

Office of Emergency Management

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Office of Emergency Management Overview

The Office of Emergency Management (OEM) coordinates and supports multiagency responses to, and regularly monitors, emergency conditions and other incidents that might affect public health and safety in the City, including severe weather, natural hazards and disasters, power outages, transportation incidents, labor disruptions, aviation disasters and acts of terrorism. OEM develops and continually revises many of the City’s emergency response plans, including those for coastal storms, extreme winter weather, heat emergencies, power disruptions, and debris management. OEM educates residents and businesses on the need for preparedness and supports the efforts of the City, other government agencies and private entities in emergency planning, interagency training and exercises and business continuity planning. OEM operates the City's Emergency Operations Center and makes recommendations about the City's emergency response capabilities. As the City's primary liaison with the U.S. Department of Homeland Security for consequence management, OEM oversees the City's compliance with federal preparedness and emergency response requirements.

This report provides a review of OEM's Preliminary Budget for Fiscal 2015. In the first section the highlights of the Fiscal 2015 Preliminary Budget are presented, along with a discussion of grant funding for emergency response activities at OEM. The report then discusses current emergency response initiatives (especially those related to Super Storm Sandy) and related funds included in the November and February Financial Plans and reviews relevant sections of the Preliminary Mayor's Management Report for Fiscal 2014. OEM has no capital budget.

Fiscal 2015 Preliminary Budget Highlights

	2012	2013	2014	2014	2015	*Difference
<i>Dollars in Thousands</i>	Actual	Actual	Adopted	as of Prelim.	Prelim.	2014 - 2015
Personal Services	\$8,882	\$9,384	\$6,251	\$16,604	\$3,535	(\$2,716)
Other Than Personal Services	14,427	32,155	9,001	42,635	4,807	(4,195)
Agency Total	\$23,309	\$41,539	\$15,252	\$59,239	\$8,341	(\$6,910)

**The difference between the Fiscal 2014 Adopted and the Fiscal 2015 Preliminary budget.*

The Fiscal 2015 Preliminary Budget of \$8.3 million is \$6.9 million or 45 percent less than the Fiscal 2014 Adopted Budget. Of the \$6.9 million decrease, 60 percent or \$4.2 million represents a decrease in the OTPS budget and \$2.7 million or 40 percent originates from a decrease in the PS budget.

- **PS New Need.** OEM received \$33,000 in the Fiscal 2014 growing to \$65,000 in Fiscal 2015 to fund for a wireless communication coordinator, who will operate watch command at OEM headquarters at Cadman Plaza.
- **Light Towers.** The Fiscal 2015 Preliminary Budget includes \$45,000 for portable street light towers operated by New York City Police Department but procured by OEM.

- **Send Word Now/Notify NYC.** Send Word Now and Notify NYC received a total of \$1 million in Fiscal 2015 Preliminary Budget for contractual costs associated with the public opt-in messaging system that notifies the public of emergencies in New York City.

OEM Financial Summary

<i>Dollars in Thousands</i>	2012	2013	2014	2014 as of	2015	*Difference
	Actual	Actual	Adopted	Prelim.	Prelim.	2014 - 2015
Budget by Unit of Appropriation						
Personal Services (001)	\$8,882	\$9,384	\$6,251	\$16,604	\$3,535	(\$2,716)
Other Than Personal Services (002)	14,427	32,155	9,001	42,635	4,807	(4,195)
TOTAL	\$23,309	\$41,539	\$15,252	\$59,239	\$8,341	(\$6,910)
Funding						
City Funds			\$6,936	\$6,940	\$6,299	(\$636)
Federal - Other			8,316	50,476	2,042	(6,274)
Intra City			0	87	0	\$0
Other Categorical			0	315	0	\$0
State			0	1,422	0	\$0
TOTAL	\$23,309	\$41,539	\$15,252	\$59,239	\$8,341	(\$6,910)
Positions						
Full-Time Positions - Civilian	108	116	70	82	28	(42)
TOTAL	108	116	70	82	28	(42)

**The difference between the Fiscal 2014 Adopted and the Fiscal 2015 Preliminary budget.*

Overview of OEM's Budget Changes

The Fiscal 2015 Preliminary Budget includes \$8.34 million for the Office of Emergency Management which is \$6.91 million below the Department's \$15.2 million Fiscal 2014 budget. Federal funds for Fiscal 2015 decreased by \$6.2 million, while City funds decreased by \$636,000. The Fiscal 2015 Preliminary Budget is also \$51 million or 86 percent below the Department's current budget for Fiscal 2014. A number of federal grants OEM receives are not reflected in the Department's Fiscal 2015 Preliminary Budget and account for this large decline. Federal funds are not baselined, but are modified into the Department's budget on a year-by-year basis as grants are awarded. The exact number of grants the Department receives in Fiscal 2015 will not be known until after grant requests are approved and awarded. However, the Department anticipates receiving approximately \$17 million in new federal funding for Fiscal 2015.

Similarly, OEM's annual headcount also experiences changes. The Financial Summary chart above shows OEM with a Fiscal 2014 Adopted headcount of 70 and Fiscal 2015 Preliminary Budget headcount of 28. This is in part because a large portion of OEM's headcount is grant-funded and thus changes with OEM's grant funding during the course of the fiscal year. The Department's grant funded headcount is 88.

Preliminary Budget Actions

- **Wireless Communication Coordinator.** OEM will receive \$33,000 in Fiscal 2014 growing to \$65,000 for Fiscal 2015. The wireless communication coordinator provides technical support for watch commands operating out of OEM Headquarter. This is a PS increase for one staff member. Historically, OEM relied on other agencies to provide these services.
- **Send Word Now/Notify NYC.** Send Word Now and Notify NYC are opt-in messaging systems that OEM uses to contact the public and City employees about emergencies in the area. The Fiscal 2015 Preliminary Budget adds a total of \$1 million in City funds to continue this service. OEM receives charges per message sent out to subscribers and also pays an annual fee based on how many subscribers opt in.
- **Light Towers.** OEM purchased portable street light towers on behalf of the New York Police Department to be used during emergencies. In Fiscal 2014 Preliminary Budget, OEM received \$45,000 for the purchase of the light towers.
- **OEM/DOT Employee Transfer.** OEM received \$224,000 in Fiscal 2014 and \$340,000 in Fiscal 2015 for three employees from the Department of Transportation. Two of these employees are Administrative Staff Analysts and one is an Administrative Manager. These employees operate at OEM work sites performing responsibilities related to OEM's mission.
- **HRA/OEM Employee Transfer.** OEM also received \$184,000 in Fiscal 2014 and \$176,000 in Fiscal 2015 for a Deputy Commissioner on loan from Human Resource Administration.
- **Teleconferencing Equipment.** In the Fiscal 2014, OEM received \$87,000 for teleconferencing equipment in City Hall used by the Mayor's office and NYPD. The provider, Signal Perfection LTD., provided the audio visual equipment.

Fiscal 2014 PMMR Performance Measures

The Fiscal 2014 Preliminary Mayor’s Management Report outlines the responsibilities and goals of the Office of Emergency Management. According to the Fiscal 2014 PMMR, the OEM ensures that City government is prepared for emergencies and prepares New York City residents and private sector entities for emergencies.

OEM has five service goals listed in the Fiscal 2014 PMMR listed below.

- Efficiently coordinate emergency response and recovery.
- Ensure that training, drills and exercises are conducted regularly.
- Increase emergency preparedness and awareness among City residents and private sector and not-for-profit organizations.
- Increase disaster volunteerism through the Community Emergency Response Team (CERT) program and Citizen Corps Council.
- Collect and disseminate timely information.

The chart below from the PMMR provides performance statistics for Fiscal 2011 to 2013, target data for Fiscal 2014 to Fiscal 2015, and four-month actual data for Fiscal 2013 and Fiscal 2014.

Performance Statistics	Actual			Target		4-Month Actual	
	FY11	FY12	FY13	FY14	FY15	FY13	FY14
Incidents	2,955	3,347	3,43	*	*	1,054	1,130
- Field responses	556	720	674	*	*	244	247
- Incidents monitored from Watch Command	2,399	2,627	2,769	*	*	810	884
Interagency meetings held during field responses	566	716	578	*	*	298	79
★ Emergency Operations Center activations	14	8	6	*	*	4	1
★ Full-scale and functional exercises/drills	6	9	1	4	4	0	2
★ Tabletop exercises and simulations	5	23	23	15	18	8	9
Participation in drills coordinated by other agencies or organizations	31	31	29	*	*	7	6
★ Participants at instructor-led emergency management training sessions	1,990	2,815	1,596	1,500	1,500	599	1,045

- During the first four months of Fiscal 2014 OEM was actively involved in 1,130 incidents that necessitated interagency coordination, a seven percent increase compared to the same period in Fiscal 2013. Of these incidents, approximately 884 were monitored from Watch Command for which OEM received new funding for personnel in Fiscal 2015 Preliminary Budget.
- During the reporting period OEM held 63 emergency management training sessions with 1,045 participants, an increase compared to the 46 training session and 599 participants last year. Additionally OEM offered 340 hours of online training during the first four months of Fiscal 2014.

Performance Statistics	Actual			Target		4-Month Actual	
	FY11	FY12	FY13	FY14	FY15	FY13	FY14
★Total participants at emergency preparedness education sessions	25,733	32,078	35,921	25,000	28,000	6,108	12,450
Ready New York guides viewed online	272,877	891,964	290,931	*	*	110,772	126,531
Subscribers to Corpnet System	1,620	1,570	1,545	*	*	N/A	N/A
★Community Emergency Response Team (CERT) volunteer hours	24,636	22,415	25,913	*	*	8,229	3,885
CERT members trained	230	191	347	*	*	115	58
Notify NYC messages issued	N/A	905	1,189	*	*	456	356
★Time from incident to issuing of Notify NYC message (minutes: seconds)	N/A	N/A	N/A	<input type="checkbox"/>	7:00	N/A	7:00
Subscribers to Notify NYC, CorpNet, Advance Warning System, and Citizen Corps newsletter	N/A	N/A	182,895	*	*	N/A	186,834

- Notify NYC issued 356 messages in the first four months of Fiscal 2014 compared to the 456 messages issued during the same period in Fiscal 2013. In the reporting period of Fiscal 2014 there were 186,834 subscribers to Notify NYC, CorpNET, Advance Warning System, and Citizen Corps newsletter. In Fiscal 2015, OEM received \$1 million in City funds to continue these public messaging systems.
- In the reporting period of Fiscal 2014, 58 new Community Emergency Response Team (CERT) members were trained. In the same reporting period, CERTs provided 3,885 volunteer hours compared to the 8,229 hours volunteered in the same reporting period of Fiscal 2013.

Appendix A

Budget Actions in the November and Preliminary Plans

<i>Dollars in Thousands</i>	FY 2014			FY 2015		
	City	Non-City	Total	City	Non-City	Total
OEM's Budget as of Fiscal 2014 Adopted Budget	\$6,935	\$8,317	\$15,252	\$4,718	\$1,651	\$6,369
New Needs						
Send Word Now/Notify NYC	\$0	\$0	\$0	\$1,000	\$0	\$1,000
Light Towers	45	0	45	0	0	0
PS New Needs	33	0	33	65	0	65
New Needs	\$78	\$0	\$78	\$1,065	\$0	\$1,065
Other Adjustments						
Member Item Reallocation	\$4	\$0	\$4	\$0	\$0	\$0
OEM/DOT Transfer	224	0	224	340	0	340
Technical Adjustment – OEM/HRA transfer	184	0	184	176	0	176
Teleconferencing Equipment at City Hall	0	87	87	0	0	0
Other Categorical Funding Adjustments	0	315	315	0	0	0
State Funding Adjustments	0	1,422	1,422	0	0	0
Federal Funding Adjustments	0	34,523	34,523	0	391	391
<i>Sandy Funding</i>	0	7,637	7,637	0	0	0
Other Adjustments	\$412	\$43,984	\$44,396	\$516	\$391	\$907
All Changes	\$490	\$43,984	\$44,474	\$1,581	\$391	\$1,972
OEM's Budget as of Fiscal 2015 Preliminary Budget	\$7,425	\$52,301	\$59,724	\$6,299	\$2,042	\$8,341

Appendix B Contract Budget

The New York City Charter mandates the preparation of a Contract Budget to identify expenditures for contractual services, which are defined as any technical, consultant or personal service provided to the City by means of a contract. The Contract Budget is actually a subset of the Other Than Personal Services (OTPS) portion of the City’s Expense Budget. The Administration prepares a Contract Budget twice each fiscal year. In January, it is prepared with the Departmental Estimates, and in late April it is submitted to the Council with the Executive Budget.

The following table provides OEM’s Preliminary Contract Budget for Fiscal 2015.

OEM Fiscal 2015 Preliminary Contract Budget			
Contract Category <i>(Dollars in 000's)</i>	Contract Number	Value	Pct. of OEM Total
Contractual Services General	1	\$5	0.2%
Maintenance & Repair of Motor Vehicle Equipment	1	20	0.9%
Office Equipment Maintenance	1	37	1.7%
Data Processing Equipment	1	37	1.7%
Printing Contracts	1	20	0.9%
Cleaning Services	1	20	0.9%
Transportation Expenditures	1	1	0.04%
Professional Services - Computer Services	1	10	0.4%
Professional Services - Other	1	2,066	93.3%
Preliminary Budget	9	\$2,215	100.0%