

Office of the City Manager

SUPPLEMENTAL AGENDA MATERIAL

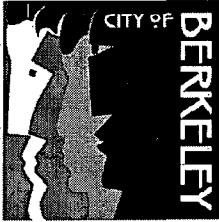
Meeting Date: December 6, 2005

Item Number: #6

Item Description: Emergency Standby officers for the Mayor and Councilmembers and Designated Line of Succession for the Director of Emergency Services

Update Councilmember Worthington's Standby Officer information

(This cover sheet should be used only if the agenda item the material refers to is in addition to or is a revision of the material included in the original report)



Office of the City Manager

CONSENT CALENDAR
December 6, 2005

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Debra Pryor, Fire Chief

Subject: Emergency Standby Officers for the Mayor and Councilmembers and Designated
Line of Succession for the Director of Emergency Services

RECOMMENDATION

Adopt two Resolutions: 1) confirming the appointment of Standby Officers for the Mayor and each Councilmember to serve in the event the elected official is unavailable during an emergency, and rescinding Resolution No. 62,317-N.S.; and 2) approving the designated line of succession to the position of Director of Emergency Services in the event of an officially declared disaster, and rescinding Resolution No. 62,318-N.S.

FISCAL IMPACTS OF RECOMMENDATION

None.

CURRENT SITUATION AND ITS EFFECTS

On March 14, 1995, the Council adopted Resolution No. 57,906-N.S., designating a procedure for the selection of Standby Officers for City Councilmembers in the event of an emergency. This procedure is part of the City's emergency preparedness planning and ensures that in the case of a disaster or other catastrophic emergency causing the unavailability of one or more members of the Council (or Standby Officers where a Councilmember is unavailable), government can continue to function. Under state law, a Councilmember or Standby Officer is "unavailable" when he or she is "either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his [or her] duties." (Govt § 8636.)

In addition, the Berkeley Municipal Code (BMC) requires that the City Manager, who is the Director of Emergency Services, designate the order of succession to that office in the event that the City Manager is unavailable to attend meetings and otherwise perform his duties during an emergency (BMC §§ 2.88.050, 2.88.060.B.). The City Council must approve the order of succession (BMC § 2.88.060B.).

BACKGROUND

Resolution No. 57,906-N.S. provides that each Councilmember shall nominate three potential Standby Officers to serve in their stead; that the nominees shall consent to such appointment; and that no person convicted of bribery, malfeasance in office, violation of Government Code

Section 1090, or violation of the Political Reform Act shall be eligible to serve as a Standby Officer.

RATIONALE FOR RECOMMENDATION

Councilmembers have nominated their Standby Officers. Pursuant to the Resolution, each nominee has been investigated by the City Manager. It was determined that each nominee is qualified to serve as a Standby Officer, and each Councilmember has been so advised. The Standby Officers are designated numbers 1, 2, or 3, and will serve in that order if the preceding officer or officers are unavailable. The Council is now asked to formally approve the appointment of all Standby Officers, whose names are listed in the attached resolution.

In addition, a Resolution designating the line of succession for the Director of Emergency Services is also submitted for approval as required in the BMC.

CONTACT PERSON

Gil Dong, Assistant Fire Chief, 981-5502

Attachments:

1: Resolution

2: Resolution

RESOLUTION NO. ##,###-N.S.

CONFIRMING THE APPOINTMENT OF STANDBY OFFICERS AND RESCINDING
RESOLUTION NO. 62,317-N.S.

WHEREAS, by Resolution No. 57,906-N.S. adopted March 14, 1995, the Council enacted a policy for the appointment of Standby Officers to serve in each Councilmember's place in the event the Councilmember is unavailable during a disaster; and

WHEREAS, each Councilmember has nominated Standby Officers and the City Manager has found all the nominees to be qualified in accordance with the standards set forth in Resolution No. 57,906-N.S.

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Berkeley hereby confirms the following persons as Standby Officers to serve in place of a Councilmember in case the Councilmember is unavailable during a catastrophic emergency, and that they shall serve in the order listed, successive Standby Officers serving only if the preceding officer or officers are unavailable. The definition of "unavailable" shall be as set forth in Government Code Section 8636: an officer is either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his or her duties; or as that Section may be hereafter amended.

For Mayor Tom Bates

1. Malcolm S. Burnstein
2. Roberta C. Brooks
3. Julie Sinai

For Councilmember Linda Maio

1. Nancy C. Skinner
2. Leni Von Blanckensee
3. Bradford Smith

For Councilmember Darryl Moore

1. Bradley Johnson
2. Theodore Gartner
3. David Manson

For Councilmember Max Anderson

1. Deborah McIntyre
2. Mansour Id-Deen
3. Marcy Greenhut

For Councilmember Dona Spring

1. Nancy Holland
2. Selma L. Spector
3. Ralph "Dennis" Walton

For Councilmember Laurie Capitelli

1. Jill Martinucci
2. Harry Pollack
3. Linda S. Perry

For Councilmember Betty Olds

1. Susan Wengraf
2. Barbara Allen
3. Mike Issell

For Councilmember Kriss Worthington

1. Nancy Carleton
2. Jesse Arreguin
3. Mike Sheen

For Councilmember Gordon Wozniak

1. Linda J. Schacht
2. Steve Winkel
3. Ann Smulka

BE IT FURTHER RESOLVED, that Resolution No. 62,317-N.S. is rescinded.

RESOLUTION NO. ##,###-N.S.

APPROVING THE DESIGNATED LINE OF SUCCESSION TO DIRECTOR OF
EMERGENCY SERVICES POSITION AND RESCINDING RESOLUTION NO. 62,318-N.S.

BE IT RESOLVED that the City Council of the City of Berkeley hereby confirms and approves the following persons to serve in the order listed to succeed to the position of Director of Emergency Services in the event the Director is unavailable to attend meetings or otherwise perform his duties during an emergency:

1. Lisa Caronna, Deputy City Manager
2. Manuela Albuquerque, City Attorney

BE IT FURTHER RESOLVED, that Resolution No. 62,318-N.S. is rescinded.