



Legislation Text

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Clerk 03/28/2023

AN ORDINANCE relating to emergency management, aligning County code with established emergency management standards and requiring continuity of operations planning by county departments and agencies; and amending Ordinance 14199, Section 11, as amended, and K.C.C. 2.16.035, Ordinance 12075, Section 14, as amended, and K.C.C. 2.56.010, Ordinance 7790, Section 3, as amended, and K.C.C. 2.56.020, Ordinance 12075, Section 15, as amended, and K.C.C. 2.56.030, Ordinance 12075, Section 16, as amended, and K.C.C. 2.56.040, Ordinance 7790, Section 6, as amended, and K.C.C. 2.56.050, Ordinance 12075, Section 17, and K.C.C. 2.56.060, Ordinance 13623, Section 1, as amended, and K.C.C. 2A.310.020 and Ordinance 18679, Section 1, as amended, and K.C.C. 2A.310.070.

STATEMENT OF FACTS:

1. Emergency management plays an important role in the overall resilience of our region to emergencies and the ability of King County government to continue its essential functions.
2. King County's office of emergency management is tasked with coordinating effective emergency preparedness and emergency operations for King County government functions and with supporting such functions in the thirty-nine cities and towns within King County.
3. The King County auditor published a report on planning gaps uncovered by the COVID-19 pandemic on January 11, 2022.

4. The audit report provided recommendations, including the creation of specific continuity of government operations-related requirements within King County Code.
5. Proposed amendments: align the code with current, accepted emergency management practice, including emergency management accreditation program standards; clarify the role and responsibilities of the executive, who will act through the King County office of emergency management, to help implement the King County auditor's recommendations; and clarify the role and responsibilities of King County departments for emergency preparedness and continuity of operations efforts.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Ordinance 14199, Section 11, as amended, and K.C.C. 2.16.035 are hereby amended to read as follows:

A. The county administrative officer shall be the director of the department of executive services. The department shall include the records and licensing services division, the finance and business operations division, the facilities management division, the fleet services division, the airport division, the office of risk management services, the administrative office of emergency management, and the administrative office of the business resource center. In addition, the county administrative officer shall be responsible for providing staff support for the board of ethics.

B. The duties of the records and licensing services division shall include the following:

1. Issuing marriage, vehicle/vessel, taxicab and for-hire driver and vehicle, and pet licenses, collecting license fee revenues, and providing licensing services for the public;
2. Enforcing county and state laws relating to animal control;
3. Managing the recording, processing, filing, storing, retrieval, and certification of copies of all public documents filed with the division as required;
4. Processing all real estate tax affidavits; and

5. Acting as the official custodian of all county records, as required by general law, except as otherwise provided by ordinance.

C. The duties of the finance and business operations division shall include the following:

1. Monitoring revenue and expenditures for the county. The collection and reporting of revenue and expenditure data shall provide sufficient information to the executive and to the council. The division shall be ultimately responsible for maintaining the county's official revenue and expenditure data;

2. Performing the functions of the county treasurer;

3. Billing and collecting real and personal property taxes, local improvement district assessments, and gambling taxes;

4. Processing transit revenue;

5. Receiving and investing all county and political jurisdiction moneys;

6. Managing the issuance and payment of the county's debt instruments;

7. Managing the accounting systems and procedures;

8. Managing the fixed assets system and procedures;

9. Formulating and implementing financial policies for other than revenues and expenditures for the county and other applicable agencies;

10. Administering the accounts payable and accounts receivable functions;

11. Collecting fines and monetary penalties imposed by district courts;

12. Developing and administering procedures for the procurement of and awarding of contracts for tangible personal property, services, professional or technical services, and public work in accordance with K.C.C. chapter 2.93 and applicable federal and state laws and regulations;

13. Establishing and administering procurement and contracting methods, and bid and proposal processes, to obtain such procurements;

14. In consultation with the prosecuting attorney's office and office of risk management services,

developing and overseeing the use of standard procurement and contract documents for such procurements;

15. Administering contracts for goods and services that are provided to more than one department;

16. Providing comment and assistance to departments on the development of specifications and scopes of work, in negotiations for such procurements, and in the administration of contracts;

17. Assisting departments to perform cost or price analyses for the procurement of tangible personal property, services, and professional or technical services, and price analysis for public work procurements;

18. Developing, maintaining, and revising as may be necessary from time to time, the county's general terms and conditions for contracts for the procurement of tangible personal property, services, professional or technical services, and public work;

19. Managing and developing financial policies for borrowing of funds, financial systems, and other financial operations for the county and other applicable agencies;

20. Managing the contracting opportunities program to increase opportunities for small contractors and suppliers to participate on county-funded contracts. Also, the finance and business operations division shall ((S))submit an annual report as required by K.C.C. 2.97.090;

21. Managing the apprenticeship program to optimize the number of apprentices working on county construction projects. Also, the finance and business operations division shall ((S))submit an annual report as required by K.C.C. 12.16.175; and

22. Serving as the disadvantaged business enterprise liaison officer for federal Department of Transportation and other federal grant program purposes. The disadvantaged business enterprise liaison officer shall have direct, independent access to the executive on disadvantaged business enterprise program matters consistent with 49 C.F.R. Sec. 26.25. For other matters, the disadvantaged business enterprise liaison officer shall report to the manager of the finance and business operations division.

D. The duties of the facilities management division shall include the following:

1. Overseeing space planning for county agencies;

2. Administering and maintaining in good general condition the county's buildings except for those managed and maintained by the department of natural resources and parks and the Metro transit department as provided in K.C.C. chapter 4.56;
3. Operating security programs for county facilities except as otherwise determined by the council;
4. Administering all county facility parking programs except for public transportation facility parking;
5. Administering the supported employment program;
6. Managing all real property owned or leased by the county, except as provided in K.C.C. chapter 4.56, ensuring, where applicable, that properties generate revenues closely approximating fair market value;
7. Maintaining a current inventory of all county-owned or leased real property;
8. Functioning as the sole agent for the disposal of real properties deemed surplus to the needs of the county;
9. In accordance with K.C.C. chapter 4A.100, providing support services to county agencies in the acquisition of real properties, except as otherwise specified by ordinance;
10. Issuing oversized vehicle permits(~~(;)~~) and issuing franchises (~~(and)~~)₂ permits₂ and easements for the use of county property except franchises for cable television and telecommunications;
11. Overseeing the development of capital projects for all county agencies except for specialized roads, solid waste, public transportation, airport, water pollution abatement, surface water management projects₂ and parks and recreation;
12. Being responsible for all general projects, such as office buildings or warehouses, for any county department including, but not limited to, the following:
 - a. administering professional services and construction contracts;
 - b. acting as the county's representative during site master plan, design₂ and construction activities;
 - c. managing county funds and project budgets related to capital projects;
 - d. assisting county agencies in the acquisition of appropriate facility sites;

- e. formulating guidelines for the development of operational and capital project plans;
 - f. assisting user agencies in the development of capital projects and project plans, as defined and provided for in K.C.C. chapter 4A.100;
 - g. formulating guidelines for the use of life cycle cost analysis and applying these guidelines in all appropriate phases of the capital process;
 - h. ensuring the conformity of capital project plans with the adopted space plan;
 - i. developing project cost estimates that are included in capital project plans, site master plans, capital projects, and biennial project budget requests;
 - j. providing advisory services, feasibility studies, or both services and studies to projects as required and for which there is budgetary authority;
 - k. coordinating with user agencies to assure user program requirements are addressed through the capital development process as set forth in this chapter and in K.C.C. chapter 4A.100;
 - l. providing engineering support on capital projects to user agencies as requested and for which there is budgetary authority; and
 - m. providing assistance in developing the executive budget for capital projects; and
13. Providing for the operation of a downtown winter shelter for homeless persons between October 15 and April 30 each year.

E. The duties of the fleet services division shall include the following:

- 1. Acquiring, maintaining, and managing the motor pool equipment rental and revolving fund for fleet vehicles and equipment, the equipment rental and revolving fund, and the wastewater equipment rental and revolving fund. Metro transit department vehicles determined by the Metro transit department director to be intricately involved in or related to providing public transportation services shall not be part of the motor pool;
- 2. Establishing rates for the rental of equipment and vehicles;
- 3. Establishing terms and charges for the sale of any material or supplies that have been purchased,

maintained, or manufactured with money from the motor pool and equipment revolving fund, the equipment rental and revolving fund, and the wastewater equipment rental and revolving fund;

4. Managing fleet and equipment training programs, stores function, and vehicle repair facilities;
5. Administering the county alternative fuel program and take-home assignment of county vehicles

policy; and

6. Inventorying, monitoring losses, and disposing of county personal property in accordance with K.C.C. chapter 4.56.

F. The duties of the airport division shall include managing the maintenance and operations of the King County international airport, and shall include the following:

1. Developing and implementing airport programs under state and federal law including preparing policy recommendations and service models;
2. Managing and maintaining the airport system infrastructure;
3. Managing, or securing services from other divisions, departments, or entities to perform, the design, engineering, and construction management functions related to the airport capital program, including new facilities development and maintenance of existing infrastructure; providing support services such as project management, environmental review, permit, and right-of-way acquisitions, schedule and project control functions; and
4. Preparing and administering airport service and supporting capital facility plans and periodic updates.

G. The duties of the office of risk management services shall include the management of the county's insurance and risk management programs consistent with K.C.C. chapter 2.21.

H. The duties of the administrative office of emergency management shall include the following:

1. Preparing and ((P))planning for ((and)) emergencies and disasters;
2. ((P))Providing effective direction, control, and ((coordinated response to emergencies)) coordination

of operations before, during, and after emergencies and disasters; and

((2-)) 3. Being responsible for the emergency management functions defined in K.C.C. chapter 2.56 and K.C.C. 2A.310.

I. The duties of the administrative office of the business resource center shall include the following:

1. The implementation and maintenance of those systems necessary to generate a regular and predictable payroll through the department of human resources;
2. The implementation and maintenance of those systems necessary to provide regular and predictable financial accounting and procedures through the finance and business operations division;
3. The implementation and maintenance of those systems necessary to generate regular and predictable county budgets, budget reports, and budget management tools for the county; and
4. The implementation and maintenance of the human resources systems of record for all human resources data for county employment purposes.

SECTION 2. Ordinance 12075, Section 14, as amended, and K.C.C. 2.56.010 hereby amended to read as follows:

Because of the existing and increasing possibility of emergencies ((which)) and disasters that exceed local resources, in order to ensure that the preparations of King County are adequate to deal with such emergencies and disasters, to ensure adequate support for search and rescue operations, to manage recovery from such emergencies and disasters, to generally protect the public peace, health, and safety, and to preserve the lives and property of the people of the county, it is hereby found and declared to be necessary:

- A. To establish a county organization for emergency management by the county executive;
- B. To confer upon the executive the emergency powers necessary for carrying out emergency management functions;
- C. To represent the emergency management functions of the county in all dealings with public or private agencies pertaining to emergency services and disasters;

D. To provide for rendering of mutual aid among the political subdivisions of the state within King County and to cooperate with state governments with respect to carrying out emergency management functions;

E. To provide programs, with intergovernmental cooperation, to educate and train the public to be prepared for emergencies and disasters;

F. To ensure that to the maximum extent possible all emergency management operations of the county are coordinated with the comparable functions of state and federal governments and with private agencies ~~((of every type to the end))~~ so that the most effective preparation and use may be made of the area's workforce, resources, and facilities for dealing with emergencies and disasters that may occur ~~((:))~~; and

G. To ensure coordination and cooperation consistent with ~~((the provisions of))~~ RCW 38.52.070, as amended, between divisions, services, and staff of the emergency services functional units of this county, and ~~((resolving))~~ to resolve questions of authority and responsibility that may arise among them.

SECTION 3. Ordinance 7790, Section 3, as amended, and K.C.C. 2.56.020 are hereby amended to read as follows:

~~((Terms used herein shall be given their common and ordinary meaning except where otherwise declared or clearly apparent from the context. Additionally, the following definitions shall apply:))~~ The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

A. "Emergency management" means the planning and preparation for and the carrying out of all emergency functions in accordance with chapter 38.52 RCW to:

1. Prevent, protect against, mitigate, ~~((prepare for,))~~ respond to, and recover from emergencies and disasters~~((, and))~~;

2. ~~((to a))~~ Aid victims suffering from injury or damage caused by all hazards, whether natural or human-~~((made))~~ caused; ~~((:))~~; and

3. ~~((to p))~~ Provide support for search and rescue operations for persons or property in distress ~~((pursuant to the provisions of chapter 38.52 RCW))~~.

B. "Emergency" or "disaster" means an event or set of circumstances such as fire, flood, explosion, storm, earthquake, epidemic, riot, or insurrection, ~~((which))~~ that:

1. ~~((d))~~ Demands ((the)) immediate ((preservation of order or of public health or the restoration to a condition of usefulness of any public property the usefulness of which has been destroyed, or where delay will result in financial loss to the county or for the relief of a stricken community overtaken by such occurrences or which)) action to prevent the loss of, protect, preserve, recover from, or restore:

a. public order;

b. public health;

c. human life;

d. public property; or

e. the environment;

2. Demands immediate action to restore the usefulness of any public property that has had its usefulness destroyed;

3. Demands immediate action where a delay will result in financial loss to the county;

4. Demands immediate action to provide relief to any stricken community overtaken by such occurrences; or

5. ~~((f))~~ Reaches such a dimension or degree of destructiveness ((øf)) as to warrant((s)) the executive to proclaim a state of emergency ((pursuant to)) under either K.C.C. 12.52.030 ((and/)) or the execution of emergency management operations plans, or both.

C. "Search and rescue" means the acts of searching for, rescuing, or recovering by means of ground, marine, or air activity, any person who becomes lost~~((s))~~ or injured or is killed while outdoors or as a result of a natural or human-~~((made))~~ caused disaster, including instances involving searches for downed aircraft when ground personnel are used.

D. "Vacancy" means that the office of a county official is legally unoccupied due to the incumbent's

death, resignation, incapacity, declaration of incompetency by a court of competent jurisdiction, or other reason as provided for in ~~((Article))~~ Section 680 of the King ~~((e))~~County ~~((e))~~Charter.

SECTION 4. Ordinance 12075, Section 15, as amended, and K.C.C. 2.56.030 are hereby amended to read as follows:

There is established ~~((pursuant to))~~ in accordance with state law the King County office of emergency management, the operation of which shall be the responsibility of the director of the office of emergency management. The mission of the office of emergency management shall be to ~~((provide for the effective direction, control and coordination of county government emergency services functional units, and to provide liaison with other governments and the private, nongovernmental sector, in compliance with a state approved comprehensive emergency management plan and to serve as the coordinating entity for cities, county governmental departments and other appropriate agencies, during incidents and events of regional significance))~~ provide comprehensive emergency management in accordance with chapter 38.52 RCW, including:

A. Preparing for and planning for emergencies and disasters;

B. Leading county emergency preparedness efforts and providing for effective direction, control, and coordination of county government emergency services functional units before, during, and after emergencies and disasters;

C. Providing liaison with other governments, the private and nongovernmental sector on matters relating to emergency management; and

D. Serving as the regional coordinating entity for local governments, county governmental departments, and other appropriate agencies, before, during, and after emergencies and disasters.

SECTION 5. Ordinance 12075, Section 16, as amended, and K.C.C. 2.56.040 are hereby amended to read as follows:

A. The executive shall have general supervision and control of the emergency management organization and shall be responsible for implementing ~~((the provisions of K.C.C. chapter 2.56 in the event of a~~

~~disaster~~) this chapter.

B. In performing the executive's duties pursuant to this chapter, and to ~~((e))~~ affect its policy and purpose, the executive is further authorized and empowered to:

1. Make, amend, and rescind the necessary orders, rules, and regulations to implement ~~((the provisions of))~~ this chapter within the authority conferred upon the executive ~~((herein and))~~ in this chapter, in K.C.C. chapter 12.52, and in other King County Code chapters, consistent with ~~((the provisions of))~~ state law and the plans of the state and federal government;

2. Cooperate with state governments, the federal government, local governments ~~((and with))~~, other counties, ~~((and with))~~ the provinces of ~~((the Dominion of))~~ Canada, and ~~((with))~~ private agencies in all matters pertaining to the emergency management operations of the county;

3. Foster cooperative planning and preparedness at all levels to enable a uniform and rational approach to the coordination of multiagency and multijurisdictional actions for all regional emergency preparedness and operations efforts in the prevention, protection, mitigation, ~~((preparedness,))~~ response, and recovery ~~((efforts))~~ mission areas;

4.a. ~~((Prepare a comprehensive plan and program for the emergency management of the county pursuant to state law, and to submit the plan and program including but not limited to elements addressing mitigation activities, preparedness, responses to disasters and emergencies, and recovery operations))~~ Develop and sustain a comprehensive emergency management program, and prepare a comprehensive emergency management plan in accordance with state law, including but not limited to elements addressing preparedness and operations activities in the prevention, protection, mitigation, response, and recovery mission areas;

b. Submit the county's comprehensive emergency management plan to the state director of emergency management for the director's recommendations thereto and certification for consistency with the state comprehensive emergency management plan in order to ensure that local emergency operations are coordinated with the state plan and program;

5. In accordance with ~~((such plan and program for county emergency management))~~ the comprehensive emergency management program, procure supplies and equipment, institute professional and public training programs and public information and educational programs, manage and coordinate disaster drills, and take all other preparatory steps including the full or partial mobilization of the emergency management organization in advance of an actual disaster to ensure the furnishing of emergency management personnel in time of need;

6. Act as the hazardous material incident coordinating agency for King County as referenced in federal Title III, the Emergency Planning and Community Right-to-Know Act of 1986, as amended;

7. Coordinate preparation of disaster proclamations and the appropriate documentation thereof for the purpose of obtaining state and federal relief and assistance;

8. ~~((Following implementation of the 800 MHz regional emergency communications system, m))~~ Manage and coordinate the county's internal interdepartmental radio communications ~~((system and prioritize communications in))~~ during emergencies ((which)) and disasters that exceed local resources;

9. ~~((Following implementation of the 800 MHz regional emergency communications system, represent the county concerning the management of the county's share of the system consistent with any interlocal agreements with other jurisdictions.~~

~~10.))~~ On behalf of the county, enter into mutual aid arrangements in collaboration with other public and private agencies for reciprocal emergency aid and assistance in the event of a disaster too great to be managed without assistance;

10. Develop and manage a program for interagency coordination;

11. Develop and manage a program for continuity of operations planning by county departments and agencies, to include regular plan reviews based on established standards, provision of training, and assistance with agency exercises. For each plan submitted by an organization of the executive branch, the executive shall either approve, approve with conditions, or reject the plan, based on compliance with the established standards.

The executive shall develop a process for determining a timeline and pathway for compliance in the event that a plan is approved with conditions or rejected; and

~~((H-))~~ 12. Delegate any administrative authority vested in the executive pursuant to this chapter and provide for the subdelegation of any such an administrative authority.

SECTION 6. Ordinance 7790, Section 6, as amended, and K.C.C. 2.56.050 are hereby amended to read as follows:

A. In implementing ~~((the provisions of))~~ this chapter, the county executive is directed to use the services, equipment, supplies, and facilities of existing departments, offices and agencies of the county to the maximum extent practicable.

B. The county executive, in the event of an emergency or disaster, after proclamation by the governor of the state of the existence of such an emergency or disaster, shall have the power to command the service and equipment of as many ~~((citizens))~~ persons as considered necessary in the light of the disaster proclaimed. ~~((~~ Provided that: Citizens)) Persons so commandeered shall be entitled during the period of ~~((such))~~ the service to all privileges, benefits, and immunities as are provided by law for registered emergency workers.

SECTION 7. Ordinance 12075, Section 17, as amended, and K.C.C. 2.56.060 are hereby amended to read as follows:

In the event of a disaster, it is essential to ~~((assure))~~ ensure continued operation of county government, to preserve and protect records essential to the continued functioning of county government, and to provide for the appointment of temporary interim successors to the elected and appointed offices of the county.

A. ~~((Office of the Executive.))~~ In the event that a vacancy exists or occurs in the office of the executive during or immediately following the occurrence of an emergency or disaster requiring the execution of the county's comprehensive emergency management ~~((operations))~~ plan, the powers and duties of the office of the executive, subject to ~~((the provisions of))~~ the King County Charter, shall be exercised and discharged by a temporary interim successor designated pursuant to executive order.

B. Council business during an emergency or disaster will be conducted ~~((pursuant to))~~ in accordance with K.C.C. ((1-28)) chapter 1.24.

C. ~~((Other Elected Officials.))~~ Elected officers of the county, other than the executive and county councilmembers, are authorized and directed to designate temporary interim successors to the office of ~~((such))~~ the officer in the event a vacancy occurs during an emergency ((caused by a)) or disaster.

D. ~~((Appointed Officers.))~~ The executive shall, subject to rules and regulations that the executive may adopt, permit each appointed officer of the county to designate temporary interim successors in the event a vacancy occurs during an emergency ~~((caused by a))~~ or disaster.

E. ~~((Termination of Succession.))~~ Any county officer succeeding to an office on a temporary interim basis pursuant to this chapter shall exercise and discharge the duties and powers of that office as prescribed by the charter or by ordinance only until such time as a regularly appointed successor is designated by the customary means.

1. Successors to fill vacancies in elective offices shall be appointed by the council pursuant to Section 680 of the King County Charter and the state constitution until a permanent successor is duly elected and qualified.

2. Successors to fill vacancies in appointed offices shall be made by the executive, or other authorized officer, subject to the confirmation process where applicable.

F.1. Each county department and agency shall:

a. develop an organizational continuity of operations plan that it reviews annually, updates as needed, and exercises on an established schedule, in compliance with the program for continuity of operations planning;

b. develop an organizational emergency operations plan that it reviews annually, updates as needed, and exercises on an established schedule, in compliance with the program for interagency coordination;

c. participate in the county comprehensive emergency management program; and

d. identify, designate, and empower one or more emergency liaisons who are responsible for

coordinating agency continuity of operations and agency emergency program functions, in compliance with the county comprehensive program for emergency management.

SECTION 8. Ordinance 13623, Section 1, as amended, and K.C.C. 2A.310.050 are hereby amended to read as follows:

A. The King County emergency management advisory committee is hereby established. The committee shall act in an advisory capacity to the executive, council, and the office of emergency management on emergency management matters and facilitate the coordination of regional emergency planning in King County.

B. The committee shall be composed of members who represent the following emergency management interests, with each interest having one member except for the Sound Cities Association, which may have three members:

1. The Central Region Emergency Medical Services and Trauma Care Council;
2. Each city with a population of over one hundred thousand;
3. Electric and gas utilities;
4. The financial community;
5. The King County Fire Chiefs Association;
6. The King County Fire Commissioners Association;
7. The King County Police Chiefs & Sheriffs Association;
8. Local emergency planning committees;
9. The Port of Seattle;
10. Private business and industry;
11. The Puget Sound Educational Service District;
12. The ~~((King and Kitsap Counties Chapter of the))~~ American Red Cross serving King County;
13. Water and sewer districts;

14. The Sound Cities Association;
15. The Washington Association of Building Officials;
16. The King County executive or designee;
17. The King County department of natural resources and parks;
18. The King County department of local services;
19. The King County Metro transit department;
20. The King County department of executive services;
21. The Seattle-King County department of public health;
22. The Muckleshoot Tribe;
23. The Snoqualmie Tribe;
24. The King County sheriff's office;
25. The Northwest Healthcare Response Network; and
26. A faith-based organization prepared to provide emergency relief services to the public.

C. The scope and charge of the committee is to:

1. Advise King County on emergency management issues and facilitate coordination of regional emergency planning in King County;
2. Assist King County in the development of programs and policies concerning emergency management; and
3. Review and comment on proposed emergency management rules, policies, or ordinances before the adoption of the rules, policies, or ordinances.

D.1. The executive shall appoint regular members and one alternate member for each regular member of the committee, subject to confirmation by the council.

2. Individuals serving as regular members of the committee shall be the chair of the association or designee if an association or agency is named as a member. Individuals serving as alternate members of the

committee shall be designated by the association if an association or agency is named as a member. This includes the Sound Cities Association, which shall designate the individuals to serve as its regular members and alternates.

3. Individuals serving the committee from industry groups or a faith-based organization shall be recruited with the assistance of those entities.

4. A regular or alternate member of the committee shall serve a term of three years or until the regular or alternate member's successor is appointed and confirmed as provided in this section. The terms of office shall be staggered consistent with K.C.C. chapter 2.28.

5. Memberships are not limited as to numbers of terms, but regular and alternate members shall participate in a reappointment process every three years. Reappointment is subject to confirmation by the county council.

6. A vacancy shall be filled for the remainder of the term of the vacant position in the manner described in the initial appointment.

E.1. The committee shall elect a regular committee member as chair by a majority vote of committee members. The term of the chair is one year.

2. The committee shall adopt appropriate bylaws, including quorum requirements.

F. The office of emergency management shall provide ongoing administrative support to the committee.

G. Members of the committee shall serve without compensation.

SECTION 9. Ordinance 18679, Section 1, as amended, and K.C.C. 2A.310.070 are hereby amended to read as follows:

A. The King County emergency management coordinating committee is hereby established. Except as otherwise provided by state law, the committee shall be the coordinating body for emergency management issues concerning King County government. The committee shall act in an advisory capacity to the office of

emergency management to promote, advise, assist, and review emergency management issues and to enhance preparedness for King County employees and the departments and other county entities that they serve, on behalf of the county's residents and other constituents.

B. The committee shall be composed of members drawn from within King County government and (~~may~~) shall include, but not be limited to, at least one representative from each county department, and agency and the office of emergency management, as determined appropriate by the head of each department or agency. The director of office of emergency management, or designee, shall chair the committee.

C. The committee shall:

1. Address issues and concerns relating to emergency preparedness, planning, and response brought forward by members on behalf of the department or agency they represent;
2. Assist in the review, development and maintenance of the King County Comprehensive Emergency Management Plan;
3. Assist in the review, development, and maintenance of department and agency continuity of operations plans;
4. Participate in regional strategic planning to identify and document objectives that will strengthen resilience;
5. Provide input to the Federal Emergency Management Agency's annual Core Capabilities assessment and the analysis and documentation of strategic planning accomplishments and gaps; (~~and~~)
6. Assist in the review, development, and maintenance of any other plans, programs, rules, and policies concerning emergency management, as requested by the office of emergency management and consistent with state law; and
7. Meet annually, or with a greater frequency as determined by the committee chair.

D. The office of emergency management shall provide staffing, develop work plans, and provide other resources to effectively support the work of the committee and its activities.

E. The work of the committee shall be provided to the executive and the council annually, as part of the office of emergency management's annual report.

SECTION 10.

A. The executive shall prepare a report on the program for interagency coordination referenced in section 5.B.10. of this ordinance.

B. The report shall include, but not be limited to, a description of the elements of the program, ways in which county departments and agencies will coordinate, and the office of emergency management's roles in coordinating the departments and agencies.

C. The report shall be transmitted to the council by March 31, 2024, along with a motion accepting the report. The report and motion required by this section shall be filed with the clerk of the council, who shall retain an electronic copy and provide an electronic copy to all councilmembers, the council chief of staff, and the lead staff to the local services and land use committee, or its successor.

SECTION 11. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.