

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date

2017-10-11

2. Department

Governor's Office of Emergency Services (Cal OES)

3. Organizational Placement (Division/Branch/Office Name)

Response and Recovery Operations

4. CEA Position Title

CEA (B) Statewide Response

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

The position manages and supports Statewide Response Operations, Fire and Rescue Branch, Law Enforcement and Homeland Security, and Regional Operations, to plan, develop, maintain, coordinate and execute emergency operations in support of state and local partners during normal and disaster operations.

6. Reports to: (Class Title/Level)

Assistant Director, Response and Recovery Operations

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain):

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Statewide Response

The position leads, manages, and directs Statewide Response Operations, Fire and Rescue Branch, Law Enforcement and Homeland Security, and Regional Operations. Duties include establishing, reviewing, and implementing emergency response and homeland security policies; developing and maintaining emergency operation plans, processes, and guidance for the response disciplines within his/her area of responsibility; and maintaining and establishing effective coordination with state, local, federal, and nongovernmental partners during normal and disaster operations.

Responsible for developing and implementing the policies, protocols, objectives, and procedures for regional programs and operations to ensure standardization and uniformity across all three Administrative Regions. Identify program and policy needs across the Statewide Response sections.

During emergencies, leads, directs, and coordinates statewide emergency response activities. Support overarching department activities, including statewide training and exercises, catastrophic plan development, and complex and sensitive Homeland Security policies, projects, and programs. Oversees programs related to operational training and exercises across fire and rescue, law enforcement, and regional operations to ensure effective and consistent policy integration and coordination of field activities. Ensures successful response operations relating to Law, Fire, and Emergency Management Mutual Aid throughout California, as well as support State and Regional Operations Centers. As assigned, manage critical, sensitive, timely and/or confidential projects and tasks requested by the Chief Deputy Director, Deputy Directors, and Assistant Director, Response.

Ensure staff meet all public safety, equipment, and homeland training requirements, including civil service required training; ensure the effective use of communication equipment during emergency response; manage the Section expenditures to ensure costs are contained within the allotted budget, including monitoring federal or state grant funds and complying with all grant requirements and reporting; establishing and monitoring Branch objectives and performance measures; as well as ensure that effective workforce planning, staff development, mentoring, and coaching exists within all Statewide Response Operations Branches.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: The position directly supports the department's public safety and homeland security mission by managing and supporting the Statewide Response Operations, Fire and Rescue Branch, Law Enforcement and Homeland Security, and Regional Operations to set policy, plan, develop, maintain, coordinate and execute emergency operations in support of state, local, federal, and nongovernmental partners during normal and disaster operations. During disaster response, this oversight surges to set policy and direction at state and national levels to oversee state, local, and tribal response operations. Responsible for developing, implementing, and enforcing policies and procedures for regional programs and operations to ensure standardization and uniformity. Lead statewide responses and coordinate field support for overarching department activities, including: planning, exercises, budget administration issues, personnel issues, and agency developmental training programs. Additionally, this position will implement effective program objectives in support of our agency goals, as well as establish and implement effective performance measures.

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

As a national leader in emergency management in the United States, the California Governor's Office of Emergency Services has grown in the response program and necessitates a need for a new CEA position.

With over 38 million residents (12% of the population), the State of California is the most populous state in the nation and has the third largest land area among the states (163,695 square miles). California is culturally, ethnically, economically, ecologically, and politically diverse, and maintains the eighth largest economy in the world with 13 percent of the U.S. gross domestic product. California also faces numerous risks and threats to our people, property, economy, environment and is prone to earthquakes, floods, significant wildfires, prolonged drought impacts, climate change, public health emergencies, cybersecurity attacks, agricultural and animal disasters, as well threats to homeland security. Cal OES takes a proactive approach to addressing these risks, threats, and vulnerabilities that form the basis of our mission and has been tested through real events, as well as comprehensive exercises that help us maintain our state of readiness and plan for and mitigate impacts. Today, Cal OES performs its broader mission by administering numerous programs that support our stakeholders, protect our communities, and help create a resilient California.

Since the Agency wide reorganization of Cal OES in 2013 a number of new functions and capabilities have been subsumed under the Response Directorate. This includes, but is not limited to, the creation of the California Cyber Security Integration Center and the merger of Homeland Security into the Law Branch. The result of aligning these critical response functions ensured more timely and robust responses to disaster events requiring close coordination efforts, but exceeded the Assistant Director's span of control. Additionally, California continues to experience numerous state and federally declared disasters each year, including the drought, wildfires, floods, earthquakes, cyber-intrusions, acts of terrorism, and numerous local events requiring mutual aid.

The nature of work performed by the department is of such high consequence to the State of California that the Response Operations Section is constantly evolving to best suit the needs of the State of California. The Response Section is growing exponentially and disasters are becoming more complex for response activities. It is becoming difficult for the Assistant Director to maintain an effective span of control. The department is requesting to add a CEA B to help oversee continued growth and to help maintain the success of the State in swifter response to disasters, by following policies and procedures with tighter span of control. Surge capacity in a disaster can quickly result in expanded regional operations center activity and oversight and coordination of additional employees and other response staff from other agencies.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

The CEA position will be developing and implementing new policies, as well as interpreting existing policies. These include:

- Developing and implementing policies related to Law, Fire, and Regional response and coordination necessary to carryout response operations in support of local government throughout California;
- Analyzing national emergency management policy and guidance documents, such as the National Response Framework, National Incident Management System, and the Presidential Directives, and identifying the necessary statewide emergency management policy updates relating to Statewide Response Operations, Fire and Rescue Branch, Law Enforcement and Homeland Security, and Regional Operations, including modifications to training and exercise programs;
- Developing, modifying, and implementing public safety, emergency management, and homeland security policies and procedures based on analysis of after action reports, trend analysis data, national best practices in support of multi-agency response operations;
- Providing technical input and recommendations to the statewide State Emergency Plan, and the associated Catastrophic plans (Earthquake, Flood, etc.) to ensure the effective emergency response operations; and
- Reviewing, analyzing, and providing technical expertise into the statewide Emergency Support Functions (ESF) annexes that support the State Emergency Plan. The ESF annexes are a multi-agency planning effort that coordinates mission critical response operations for catastrophic events and integrates with the federal response system managed by the Federal Emergency Management Agency.

C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

As assigned, manage critical, sensitive, timely and/or confidential projects and tasks requested by the Director, Chief Deputy Director, Deputy Director, Response and Recovery and Assistant Director, Response. During disaster response make critical and expeditious decisions to mitigate disaster costs.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

The CEA position will be developing and implementing new policies as they relate to the Branches within their area of responsibility. This includes interpreting existing policies. These include developing and implementing policies related to public safety field coordinations, cyber incident response, collaboration and coordination on policies affecting disaster response at national, state, local, and tribal levels, situational awareness integrations between state agencies with public safety protocols, and the implementation of emergency response plans.