



COLORADO

Division of Homeland Security
& Emergency Management

Department of Public Safety

The FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) requires the Division of Homeland Security and Emergency Management (DHSEM) to collect the following information for each EMPG sub-award of \$25,000.00 or more. This information is required by the Office of Management and Budget (OMB) and must be submitted by DHSEM into the SUB-AWARD REPORTING SYSTEM (FSRS).

Unless otherwise indicated, all fields must be completed in order to be an eligible sub-grant recipient.

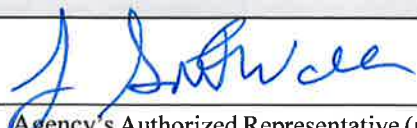
Information Field	Field Description	Response
Agency or Jurisdiction DUNS #	DUNS number assigned to your jurisdiction or specifically to your agency	014834717
Parent Organization DUNS number, if applicable	If the Jurisdiction has a DUNS number and the Agency has one as well, insert the Jurisdiction's DUNS here.	N/A
Name of Entity Receiving Award	Jurisdiction or Agency Name to which the DUNS number is assigned	County of Archuleta
Location of Entity Receiving Award	Full Street Address of the Recipient Agency	777 CR 600 Pagosa Springs CO. 81147
Primary Location of Performance of the Award	Include City, State, Zip Code (must provide 9 digits) and Congressional District	777 CR 600 Pagosa Springs CO. 81147

The Information below is required if **all** the following three conditions are met, otherwise enter "Not Required" in row 1:

1. In the preceding fiscal year, 80% or more of the entity annual gross revenues are from the Federal government; and
2. Those revenues are greater than \$25M annually; and
3. Compensation information is not already available through reporting to the IRS or SEC

Names and Total Compensation of the Five (5) most highly compensated officers

- 1.
- 2.
- 3.
- 4.
- 5.

Signature:  Date: 1-11-2021
 Agency's Authorized Representative (usually the Grant Administrator or Program Manager or Coordinator)

By signing above, I certify that the information contained in this FFATA data report is complete and accurate to the best of my knowledge.



Part I
Calendar Year 2021 EMPG-LEMS Grant Activities
Work Plan Template (v.082018)

Instructions

Use the 15 EMF categories as a framework for planning your annual work program and consider identified capability gaps or shortfalls that need to be addressed. This can be done in four steps.

1. First, consider your community’s long-term strategy for developing and sustaining an all-hazards preparedness strategy, including initiatives that can be accomplished during the grant performance period as well as those objectives that will need to be phased over multiple years.
2. Second, identify Planned Activities that, when completed, will assist you in achieving your long-term strategy. Complete the Work Plan Template by identifying Planned Activities for each Emergency Management Function (EMF) that is relevant to your strategy. Identify to the extent possible the measurable outcome for each Planned Activity.
3. Third, place those activities that can be accomplished during the current performance period in the quarter that you expect the activity to be completed (it is recognized that schedules and priorities change and that activities may actually be accomplished in a different quarter than the one projected).
4. Fourth, determine if the products/activities you have identified combine to make your program eligible for 100% of your award (use the product/activity table from the guidance)
5. Finally, submit the finished document to your assigned DHSEM Regional Field Manager.

Please don’t hesitate to contact your DHSEM Regional Field Manager for assistance in completing this Work Plan Template.

Signatures

Must be signed (in ink) or (Adobe Acrobat digital signature) by the emergency manager and forwarded to the assigned DHSEM Regional Field Manager for approval.

By signing, the applicant acknowledges that he/she has read and understands the calendar year 2018 Program Guidelines and Application Kit.

Jurisdiction: _____ Archuleta County _____

Jurisdiction Administrator (Scott Wall): *Scott Wall* Date: 1-11-2021

Emergency Manager of Jurisdiction: *[Signature]* Date: 01/11/2021

DHSEM Regional Field Manager: Tom McNamara Date: _____



Part I
2021 EMPG-LEMS Grant Activities
Work Plan Template

2021 EMPG-LEMS Grant Activities		
EMF-1		
Finance and Administration		
Objective(s) of Planned Activities: <i>Budget preparation, grant administration, LEMS application, expense tracking, quarterly reimbursement requests, quarterly performance reports, equipment monitoring</i>		
Mandatory Federal Activities for this EMF: Submit updated FFATA		
1 st Quarter	Planned Activities: <ul style="list-style-type: none"> • Submit 1st Quarter report and reimbursement request. • Administer 2021 EM Budget • Approve expenditures, pay bills, and track ongoing department costs • Maintain reporting on incidents – IQS & SO • Submit COSAR reconciliation to DOLA, apply for new COSAR funding • Submit 2021 EMPG grant application, including FFATA • Update EOC inventory • Advertise for Seasonal Firefighters 	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none"> • Submit 2nd Quarter report and reimbursement request. • Administer 2021 EM Budget • Approve expenditures, pay bills, and track ongoing department costs • Maintain reporting on incidents – IQS & SO • Hire Seasonal Firefighters 	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none"> • Submit 3rd Quarter report and reimbursement request. • Administer 2021 EM Budget • Approve expenditures, pay bills, and track ongoing department costs • Maintain reporting on incidents – IQS 	Results:



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4 th Quarter	Planned Activities: <ul style="list-style-type: none">• Submit 4th Quarter report and reimbursement request.• Administer 2021 EM Budget• Approve expenditures, pay bills, and track ongoing department costs• Maintain reporting on incidents – IQS & SO	Results:



2021 EMPG-LEMS Grant Activities		
EMF-2		
Laws and Authorities		
Objective(s) of Planned Activities: <i>Ordinances, resolutions, emergency declarations, EMAP accreditation, compliance with laws and regulations</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities:	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none">• Administer county MOU fire permit process• EOC Personnel attend nominated training	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none">• Draft and recommend fire restriction resolutions as needed• Implement fire restrictions as required	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none">• Implement fire restrictions as required• EOC Personnel attend nominated training	Results:



2021 EMPG-LEMS Grant Activities		
EMF-3		
Risk Assessment		
Objective(s) of Planned Activities: <i>Development/upgrade of local/tribal THIRA (Threat and Hazard Risk Identification and Assessment) or (HIRA Hazard Risk Identification and Assessment), development of corresponding risk management strategies</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none">• Complete CEPA process	Results:
2 nd Quarter	Planned Activities:	Results:
3 rd Quarter	Planned Activities:	Results:
4 th Quarter	Planned Activities:	Results:



2021 EMPG-LEMS Grant Activities		
EMF-4		
Hazard Mitigation Plans and Projects		
Objective(s) of Planned Activities: <i>Development of local/tribal hazard mitigation plans, implementation of hazard mitigation projects, coordination of Environmental and Historic Preservation (EHP) reviews</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none">• Work with Resilient Community Planning Team to develop resiliency planning within our Community	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none">• Work with Resilient Community Planning Team to develop resiliency planning within our Community	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none">• Prepare bid documents for Hazard Mitigation Plan	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none">• Work with Resilient Community Planning Team to develop resiliency planning within our Community	Results:



2021 EMPG-LEMS Grant Activities		
EMF-5		
Emergency Operations Plans		
Objective(s) of Planned Activities: <i>Development/upgrades of local/tribal emergency operations plans (EOPs) in accordance with CPG-101, Version 2.0, fostering partnerships with EOP stakeholder agencies and organizations.</i>		
Mandatory Federal Activities for this EMF: All EMPG Program grantees/sub-grantees must maintain, or revise as necessary, jurisdiction-wide all-hazards Emergency Operations Plans that are consistent with CPG-101 v.2 (November 2010) and provide copies of new and revised EOPs/Annexes to DHSEM Regional Field Manager.		
1 st Quarter	Planned Activities: <ul style="list-style-type: none"> • Review status of EOP and components. Determine development and update priorities. • Complete and submit EOP evaluation tool for review • Adopt updated EOP 	Results:
2 nd Quarter	Planned Activities:	Results:
3 rd Quarter	Planned Activities:	Results:
4 th Quarter	Planned Activities:	Results:



2021 EMPG-LEMS Grant Activities		
EMF-6		
Recovery Plans		
Objective(s) of Planned Activities: <i>Development/upgrades of local/tribal recovery plans, fostering partnerships with recovery stakeholder agencies and organizations</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities:	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none">• Debris Management Plan Tabletop exercise	Results:
3 rd Quarter	Planned Activities:	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none">• Damage Assessment Plan Tabletop exercise	Results:



2021 EMPG-LEMS Grant Activities		
EMF-7		
Training		
Objective(s) of Planned Activities: <i>NIMS training delivery, staff professional development, development of Training & Exercise Plans (TEPs)</i>		
<p>Mandatory Federal Activities for this EMF, (1) all EMPG program funded personnel (State/Local/Tribal) must complete the following NIMS training courses and record proof of completion: IS 100; IS 200; IS 700; and IS 800; FEMA Professional Development Series: IS 139; IS 230.a; IS 235.a; IS 240.a; IS 241.a; IS 242.a; and IS 244.a, (2) all grantees and sub-grantees are required to develop a Multi-Year TEP that incorporates linkages to core capabilities and update it annually.</p>		
1 st Quarter	<p>Planned Activities: Implement the CY21 TEP Update CY22 of the multi-year training and exercise plan. This plan should include required training for EMPG funded personnel</p> <p>Report completed training for EMPG funded personnel.</p> <ul style="list-style-type: none"> • G402 NIMS Overview for Elected Officials • Community Emergency Response Team (CERT Training) 	Results:
2 nd Quarter	<p>Planned Activities: Submit updated TEP to FM</p> <p>Report completed training for EMPG funded personnel.</p> <ul style="list-style-type: none"> • G0191 ICS / EOC Interface • Debris Management Plan Tabletop exercise • Active Threat Response Tabletop exercise 	Results:
3 rd Quarter	<p>Planned Activities: Work with MAC group to determine training and exercise goals for 2022 and 2023. Participate in TEPW</p>	Results:



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4 th Quarter	Planned Activities: Report completed training for EMPG funded personnel. <ul style="list-style-type: none"> • Damage Assessment Plan Tabletop exercise 	Results:
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2021 EMPG-LEMS Grant Activities		
EMF-8		
Exercises		
Objective(s) of Planned Activities: <i>Participation in exercises as "Sponsoring" and/or "Participating" agencies. Conduct at least one resource management drill/functional exercise.</i>		
Mandatory Federal Activities for this EMF: (1) All EMPG program funded personnel (State/Tribal/Local) must participate in at least three exercises in a 12-month period. Sub-grantees may sponsor and/or participate in other sponsor's exercises to fulfill this requirement, (2) all grantees and sub-grantees are required to develop a Multi-Year TEP that incorporates linkages to core capabilities and update it annually.		
1 st Quarter	Planned Activities: Implement exercise program as outlined in the TEP Develop plan to meet grant exercise requirement and review with FM. Report on completed exercises include AAR or CAP <ul style="list-style-type: none"> • G402 NIMS Overview for Elected Officials • Community Emergency Response Team (CERT Training) 	Results:
2 nd Quarter	Planned Activities: Implement exercise program as outlined in the TEP Report on completed exercises include AAR or CAP <ul style="list-style-type: none"> • G0191 ICS / EOC Interface • Debris Management Plan Tabletop exercise • Active Threat Response Tabletop exercise 	Results:



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3rd Quarter	Planned Activities: Implement exercise program as outlined in the TEP Report on completed exercises include AAR or CAP	Results:
4th Quarter	Planned Activities: Implement exercise program as outlined in the TEP Report on completed exercises include AAR or CAP <ul style="list-style-type: none">• Damage Assessment Plan Tabletop exercise	Results:



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2021 EMPG-LEMS Grant Activities		
EMF-9		
Incident Management		
Objective(s) of Planned Activities: <i>EOC management, COG, multi-agency coordination, support of incident command operations</i>		
Mandatory Federal Activities for this EMF: None State Requirement: Hold a meeting with the jurisdiction's emergency services and partner agencies to include: law enforcement, fire, EMS, public works, health and medical, behavioral health, mass care (human services, Red Cross, VOAD), school districts, public utilities, public information, and other relevant stakeholders. These are the agencies and entities which constitute your partners during an EOC activation and any significant incident response. Prepare an agenda for these meetings with the Regional Field Manager.		
1 st Quarter	Planned Activities: <ul style="list-style-type: none">• Conduct bi-monthly MAC mtgs• Attend quarterly ESF5 mtg• EOC activation exercises• Attend SWAHAC meeting	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none">• Conduct bi-monthly MAC mtgs• Attend quarterly ESF5 mtg• EOC activation exercises• Attend SWAHAC meeting	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none">• Conduct bi-monthly MAC mtgs• Attend quarterly ESF5 mtg• EOC activation exercises• Attend SWAHAC meeting	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none">• Conduct bi-monthly MAC mtgs• Attend quarterly ESF5 mtg• EOC activation exercises• Attend SWAHAC meeting	Results:



2021 EMPG-LEMS Grant Activities		
EMF-10		
Communications		
Objective(s) of Planned Activities: <i>Activities supporting interoperability, including cooperative planning, equipment tests, drills, radio checks, purchases, etc</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none"> • Administer Nixel Everbridge 360 • Administer Active 911 paging • Attend SWRCC meeting • Program/repair radios as needed • Administer Salamander credentialing • Drill on Gateway units • Service Tower Infrastructure as needed 	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none"> • Administer Nixel Everbridge 360 • Administer Active 911 paging • Attend SWRCC meeting • Program/repair radios as needed • Administer Salamander credentialing • Drill on Gateway units • Service Tower Infrastructure as needed 	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none"> • Administer Nixel Everbridge 360 • Administer Active 911 paging • Attend SWRCC meeting • Program/repair radios as needed • Administer Salamander credentialing • Drill on Gateway units • Service Tower Infrastructure as needed 	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none"> • Administer Nixel Everbridge 360 • Administer Active 911 paging • Attend SWRCC meeting • Program/repair radios as needed • Administer Salamander credentialing • Drill on Gateway units 	Results:



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	<ul style="list-style-type: none">• Service Tower Infrastructure as needed	
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2021 EMPG-LEMS Grant Activities		
EMF-11		
Operations Procedures		
Objective(s) of Planned Activities: <i>Development/maintenance of systems (e.g., Web EOC), processes (e.g., resource order process), capabilities (e.g., EOC management training), and Plans (e.g., COOP) to support incident operations</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none"> • WEBEOC drills/practice • Enter emails/contacts for WEBEOC • EOC Management Drills/Plans • Utilize CAIC, NWS to share or situational awareness 	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none"> • WEBEOC drills/practice • Enter emails/contacts for WEBEOC • EOC Management Drills/Plans • Utilize CAIC, NWS to share or situational awareness 	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none"> • WEBEOC drills/practice • Enter emails/contacts for WEBEOC • EOC Management Drills/Plans • Utilize CAIC, NWS to share or situational awareness 	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none"> • WEBEOC drills/practice • Enter emails/contacts for WEBEOC • EOC Management Drills/Plans • Utilize CAIC, NWS to share or situational awareness 	Results:



2021 EMPG-LEMS Grant Activities		
EMF-12		
Mutual Aid		
Objective(s) of Planned Activities: <i>Maintenance of local, interagency, regional and statewide intergovernmental agreements. Meet with stakeholder groups to go over mutual aid agreements for currency and validity.</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none">• Attend AOP meeting	Results:
2 nd Quarter	Planned Activities:	Results:
3 rd Quarter	Planned Activities:	Results:
4 th Quarter	Planned Activities:	Results:



2021 EMPG-LEMS Grant Activities		
EMF-13		
Resource Management		
Objective(s) of Planned Activities: <i>Development/maintenance of resource mobilization plans and processes, including database management systems, financial controls and relevant forms</i>		
Mandatory Federal Activities for this EMF: None Colorado Requirement: In order to meet the requirements of the Colorado Disaster Emergency Act CRS 24-33.5, Part 7, a Colorado priority for the 2021 EMPG program is the development and implementation of state and local resource management systems. (Please see program requirements in guidance)		
1 st Quarter	Planned Activities: Some time in 2021 conduct a resource management workshop, drill, or functional exercise. Update resource database in WebEOC <ul style="list-style-type: none"> Conduct Resource Management Tabletop exercise 	Results:
2 nd Quarter	Planned Activities:	Results:
3 rd Quarter	Planned Activities:	Results:
4 th Quarter	Planned Activities:	Results:



2021 EMPG-LEMS Grant Activities		
EMF-14		
Facilities Management		
Objective(s) of Planned Activities: <i>Monitoring & maintenance of EOC/Alternate EOC facilities and equipment</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none">• Routine building maintenance	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none">• Routine building maintenance	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none">• Routine building maintenance	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none">• Routine building maintenance	Results:



2021 EMPG-LEMS Grant Activities		
EMF-15		
Crisis Communication, Public Information and Education		
Objective(s) of Planned Activities: <i>Development/maintenance of Joint Information System (JIS) protocols and procedures, web page management, and procedures for utilizing social media. Development and maintenance of Alert and Warning Plans and procedures.</i>		
Mandatory Federal Activities for this EMF: None		
1 st Quarter	Planned Activities: <ul style="list-style-type: none"> • Conduct quarterly Joint Information meeting • Update AC Emergency website/blog/social media • Update & maintain Nixel 	Results:
2 nd Quarter	Planned Activities: <ul style="list-style-type: none"> • Conduct quarterly Joint Information meeting • Update AC Emergency website/blog/social media • Update & maintain Nixel 	Results:
3 rd Quarter	Planned Activities: <ul style="list-style-type: none"> • Conduct quarterly Joint Information meeting • Update AC Emergency website/blog/social media • Update & maintain Nixel 	Results:
4 th Quarter	Planned Activities: <ul style="list-style-type: none"> • Conduct quarterly Joint Information meeting • Update AC Emergency website/blog/social media • Update & maintain Nixel 	Results:



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2021 EMPG-LEMS Annual Program Paper

Part II Jurisdiction Information and Signatures (v.091719)

Note: This document serves to meet the requirements of §24-33.5-707(7), C.R.S.

Jurisdiction Name: Archuleta County

Emergency Program Manager

Name: Mike Le Roux

Job Title: Director of Emergency Operations

Mailing Address: PO Box 638, Pagosa Springs, CO, 81147

Physical Address (if different): 777 CR 600, Pagosa Springs CO, 81147

Phone Contact Information

Office Phone number: 970.731.2222

24 Hour Emergency Line: 970.731.2160 (Dispatch); or 970.398.0612 (EM Cell)

Office Fax: 970.731.4800

Cellular: 970.398.5209

Pager:

E-Mail Address: mleroux@archuletacounty.org

Employment Status (Please indicate how many)

Paid Full Time: 3 Paid Part Time: Volunteer: Other:

Jurisdiction Job Title Program Manager Reports to: Undersheriff, Sheriff

Hours worked per week for jurisdiction in all job titles: 40

Hours worked per week devoted to Emergency Management: 25

Additional Emergency Management Staff

Type of Employment	How many?	Total staff hours/week	Total E.M. hours/week
Paid full time professional	2	80	40
Paid full time clerical			
Paid part time professional			
Paid part time clerical			
Volunteer			
Other personnel			

Senior Elected Official (Name and Title) Sheriff Richard Valdez

Chief Executive Officer (Title BoCC Chairman)  Date 1-11-21
Honnie Maez, chairman BoCC

Signature/Chief Executive _____ Date _____

Signature/Emergency Manager/Coordinator  Date 01/11/2021

Signature/DHSEM Regional Field Manager _____ Date _____