

ORDINANCE NO. 855

**AN ORDINANCE TO CREATE THE TOWN OF HOLLYWOOD
PARK DEPARTMENT OF PUBLIC SAFETY AND EMERGENCY
MANAGEMENT OFFICE**

WHEREAS, the Town of Hollywood Park is in need of an Department of Public Safety and Emergency Management Office; and

WHEREAS, the Town deems a Department of Public Safety the health and safety of its citizens;

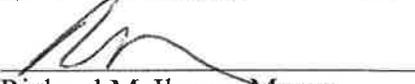
WHEREAS, The Town of Hollywood Park currently has an ordinance for the creation of the Fire Department (Sec. 22-21) and the Fire Marshal's Office (Sec. 22-47) but has not adopted an ordinance creating the Emergency Management Office. The Town Council finds it is in the best interest of the town and its citizens to create an Emergency Management Office and consolidate all first responder and emergency management functions under one department;

NOW BE IT ORDAINED AS FOLLOWS:

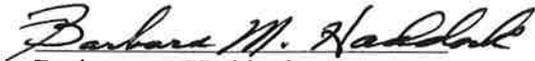
Town Council for the Town of Hollywood Park hereby creates the Town of Hollywood Park Public Safety Department. The Town Council also hereby creates the Office of Emergency Management. The Town of Hollywood Park Public Safety Department will be an umbrella agency which will be responsible for the administration and control of the Fire Department, Fire Marshal's Office and Emergency Management Department. The Fire Chief for the Town of Hollywood Park shall be the head of the Town of Hollywood Park Public Safety Department. The Fire Chief shall report directly to the Mayor or his designated representative. The Fire Chief shall be responsible for delegating the proper rolls of each office/department under his control and shall provide an organizational chart to the Mayor.

The office of Emergency Management shall maintain a current emergency management plan as required by the State of Texas including compliance with the National Incident Management System (NIMS) as required by the Governor's Office. By maintaining and complying with the state requirement the Town should be eligible to receive grant money through the Governor's Division of Emergency Management (GDEM), Texas Domestic Preparedness Assessment (Texas DPA), Alamo Area Council of Governments (AACOG) as well as other state and federal agencies.

PASSED AND APPROVED, this, the 17th day of June, 2008.


Richard McIlveen, Mayor
Town of Hollywood Park

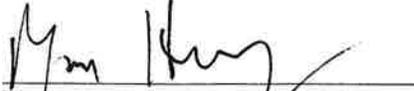
ATTEST:



Barbara M. Haddock
City Secretary
Town of Hollywood Park



APPROVED AS TO FORM:



Ryan S. Henry
City Attorney
Town of Hollywood Park

Hollywood Park Department of Public Safety

The concept of a Public Safety Department is one that is widely practiced by municipalities across the United States. The goal of such office is to provide organization and structure to a multi-role / disciplined department.

The Department of Public Safety for the Town of Hollywood Park will be an umbrella agency which will be responsible for the administration and control of the Fire Department, Fire Marshal's Office and Emergency Management Department. The Town of Hollywood Park currently has a city code for the creation of the Fire Department (Sec. 22-21) and the Fire Marshal's Office (Sec. 22-47) but has not adopted an ordinance creating the Emergency Management Office. Once created, the Public Safety Office will include this department therefore allowing the town to officially have an Office of Emergency Management. The direct role of the Fire Chief is to be administrator of the above listed departments. As Public Safety Chief, the title of Fire Chief, Fire Marshal and Emergency Management Coordinator will be condensed into one job description.

The organization of the Public Safety Office will be as follows:



Chief

The Chief will be responsible for administration of the Public Safety Office.

Fire Department

Respond to all emergencies involving fire suppression, HAZMAT and all types of rescue services including first response to all EMS calls within the town and any entities with which the town contracts to, provide fire protection or mutual aid.

Fire Marshal's Office

The Fire Marshal's Office is responsible for the enforcement of all local codes and state laws by conducting fire inspections of businesses, residential property and all places of public gatherings, provide fire prevention classes as required to educate the public on fire safety, conduct all fire investigations both criminal and non-criminal to determine the cause and origin of fires and make arrests as necessary, and employ certified personnel as police officers, firefighters and EMT's.

Emergency Management

The Mayor shall be the Emergency Management Director.

The Chief shall be the Emergency Management Coordinator.

The office of Emergency Management shall maintain a current emergency management plan as required by the State of Texas including compliance with the National Incident Management System (NIMS) as required by the Governor's Office. By maintaining and complying with the state requirement we will be eligible to receive grant money through the Governor's Division of Emergency Management (GDEM), Texas Domestic Preparedness Assessment (Texas DPA), Alamo Area Council of Governments (AACOG) as well as other state and federal agencies.

Provide direction and control of all disasters and/or catastrophic incidents which may occur in our town or surrounding areas which may affect our town. Coordinate with local, state and federal agencies to ensure we receive the resources and manpower needed to conduct all operations during any major emergency and conduct all pre-incident and post-incident hazard mitigation.