



To: Mayor and Town Council
From: Mark C. Meyers
Date: January 8, 2026
Subject: Emergency Management Plan Updates

Background

Emergency Manager Randy Hiller recently brought to my attention the need to update various Emergency Management plans and adopt them prior to sending them on to the County and the State. Attached are draft Integrated Preparedness Plan (IPP) and Continuity of Operations Plan (COOP) for Town Council's review. These plans supplement the Town's Emergency Operations Plan (EOP).

The IPP includes steps outlining preparedness priorities and identifying collaborative partnerships with area agencies. It examines town threats, hazards, and risks as well as internal and external factors that influence preparedness. Then it outlines supportive training

The COOP ensures that the Town can resume and maintain operation following an emergency. It includes an order of succession and delegates authority among Town officials, among other things. (The appendices are yet to be developed.)

These plans are required by the County and State to make their resources, including grants, available to the Town.

Mr. Hiller will be available to present and explain these plans further at the January 14 Town Council Work Meeting. In the meantime, please contact me with any questions.