EM Monthly Report for September 2026

Planning

- **Templates-** Coordinator Chytka is actively updated our Linn-Benton ALERT templates. This process is very time consuming, but extremely valuable to ensure messaging is clear and complete when sending alerts.

- **Annexes-** Coordinator Chytka and EM Lee will be working more on the Damage Assessment, Debris Management, and Recovery Annex. EM Lee has set up an electronic cost tracking tool to be used during incidents for cost recovery and accountability requirements.

- **GIS mapping-** GIS capabilities continue to be an issue. EM Lee and Coordinator Chytka are meeting with IT to work on solutions. Additionally, SAR Topo has changed and eliminated the ability to do Mutual Aid incidents which will require other administrative steps to ensure SAR Topo can be used effectively and shared locally by response agencies.

- **State Capability Assessment-** Coordinator Chytka is working on our annual required Capability Assessment (due in November).

Training/Exercises

- **Benton EOC/IMT training-** EM Lee and Coordinator Chytka conducted the monthly EOC training that focused on ensuring familiarization with tools and resources within our shared drives. Coordinator Chytka is working on a comprehensive training webpage to help support ongoing training efforts with EOC/IMT individuals. Drafting November 18, 2026 functional exercise for the EOC team and working with Linn County on a Law Enforcement focused tabletop exercise in November.

- **OSSA IMT Exercise-** EM Lee is working on a winter functional exercise for the OSSA IMT.

- **Red Cross-** Coordinator Chytka reviewed and made recommendations for the LifeVac training for BCSO patrol and attended a Red Cross shelter training held in Linn County.

Grants

- **State Homeland Security Grant-** EM Lee met with Elections and Records Director to discuss possible competitive State Homeland Security Grant projects. EM Lee

and Coordinator Chytka have worked on the application to be submitted in October for a Joint Counter-Terrorism Plan with Linn County and State Qualification System training. A grant extension was requested for the FY24 grant award. The state is still awaiting contract language from FEMA for review by the State DOJ before accepting.

- **Emergency Management Performance Grant (EMPG)-** EM Lee submitted and modified the FY26 EMPG application. This grant covers par of the salaries of both EM Lee and Coordinator Chytka.

Outreach

- **Chili Cook Off/Preparedness Fair-** Over 530 community members came through the Prep Fair with 12 different tables with community partners and volunteers.

- **Summit Festival-** Our Emergency Management Volunteer Corps tabled at the event focused on preparedness, Linn-Benton ALERT, and CERT.

- **Linn-Lincoln-Benton Prep Group**- Coordinator Chytka presented to a tri-county group on preparedness topics and emergency management.

Other

- **Monroe Barricaded Subject LE incident**- EM Lee helped send alerts regarding the Law Enforcement Incident in Monroe. A few items for improvement were identified and implemented.

- **Evaluation-** EM Lee completed Coordinator Chytka's annual evaluation as well as his own self-evaluation.

- **Certified Emergency Manager-** EM Lee assembled and submitted his application to the International Association of Emergency Managers (IAEM) for his Certified Emergency Manager certificate. This is an internationally recognized certification and one of the highest standards for emergency management. EM Lee spent time preparing for the exam to take place in October.

- **FEMA IPAWS MOU**- EM Lee sent an MOU to County Counsel for review for an ongoing agreement with FEMA for the Integrated Public Alert and Warning System (IPAWS) use.

- **Corvallis MOU-** EM Lee sent a draft MOU to County Counsel for review regarding alert and warning protocol and delegation by the City of Corvallis to the County.

- **Oregon State Sheriffs Association (OSSA) IMT**- EM Lee is working on an after action review with County Emergency Managers in the fall as well as a functional

exercise. EM Lee will be coordinating with OSSA Leadership to update and review the OSSA IMT handbook and standard operating procedures as well as possible webpage updates and quality improvement processes.

- **Emergency Management Volunteer Corps**- Coordinator Chytka continues to lead this program and recruitment by meeting with potential volunteers and developing trainings. This also includes our monthly CERT Connect meeting where community members can come to learn about specific preparedness topics.

- **Mozafar LE meeting**- EM Lee attended an annual meeting with local community leaders, District Attorney staff, local law enforcement, and federal law enforcement.

- **Oregon Emergency Management Association (OEMA)**- EM Lee is presenting with the Association of Counties lobbyist Tim Dooley at the conference in October regarding advocacy in Emergency Management.

- **Statewide Alerting Workgroup**- Coordinator Chytka sits on the workgroup to gather new best practices to bring to our protocol and procedures for Linn-Benton ALERT.

- **Emergency Management Incident webpage**- Coordinator Chytka has been working on and published our incident webpage to be used during active incidents.

- **Recovery**- Coordinator Chytka met with other long-term recovery groups to help strategically plan for future recovery needs in Benton County.

- **Alert and Warning**- EM Lee requested review of draft MOU with City of Corvallis by County Counsel. Pending response as of October 2, 2026