

AGENDA



2:00 P.M.

CITY COUNCIL MEETING

WEDNESDAY, JUNE 24, 2026

NOTES:

- Meeting room is wheelchair accessible. American Disabilities Act (ADA) accommodations and translation services are available upon request. Please phone 928-282-3113 at least two (2) business days in advance.
- City Council Meeting Agenda Packets are available on the City's website at:

www.SedonaAZ.gov

THE MEETING CAN BE VIEWED LIVE ON THE CITY'S WEBSITE AT WWW.SEDONAAZ.GOV OR ON CABLE CHANNEL 4.

GUIDELINES FOR PUBLIC COMMENT

PURPOSE:

- To allow the public to provide input to the City Council on a particular subject scheduled on the agenda.
- This is not a question/answer session.
- No disruptive behavior or profane language will be allowed.

PROCEDURES:

- Fill out a "Comment Card" and deliver it to the City Clerk.
- When recognized, use the podium/microphone.
- State your:
 1. Name and
 2. City of Residence
- Limit comments to **3 MINUTES**.
- Submit written comments to the City Clerk.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

2. ROLL CALL

3. SPECIAL BUSINESS

LINK TO DOCUMENT =

- a. AB 3324 Discussion/presentation of a version of the G-402: Incident Command System Overview for Senior Officials course.
- b. **Discussion/possible action** regarding ideas for future meetings/agenda items.

4. EXECUTIVE SESSION

Upon a public majority vote of the members constituting a quorum, the Council may hold an Executive Session that is not open to the public for the following purposes:

- a. To consult with legal counsel for advice regarding matters listed on this agenda per A.R.S. § 38-431.03(A)(3).
- b. Return to open session. Discussion/possible action regarding executive session items.

5. ADJOURNMENT

Posted: 06/17/2026

By: DJ

JoAnne Cook, CMC, City Clerk

Note: Pursuant to A.R.S. § 38-431.02(B) notice is hereby given to the members of the City Council and to the general public that the Council will hold the above open meeting. Members of the City Council will attend either in person or by telephone, video, or internet communications. The Council may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) and (4) for discussion and consultation for legal advice with the City Attorney. Because various other commissions, committees and/or boards may speak at Council meetings, notice is also given that a quorum of members of these other City commissions, boards, or committees may be in attendance.

A copy of the packet with material relating to the agenda items is typically available for review by the public in the Clerk's office after 1:00 p.m. the Thursday prior to the Council meeting and on the City's website at www.SedonaAZ.gov. The Council Chambers is accessible to people with disabilities, in compliance with the Federal 504 and ADA laws. Those with needs for special typeface print, may request these at the Clerk's Office. All requests should be made **forty-eight hours** prior to the meeting.

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Sedona makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Sedona City Council meetings are recorded and may be viewed on the City of Sedona website. If you permit your child to attend/participate in a televised City Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

CITY COUNCIL CHAMBERS
102 ROADRUNNER DRIVE, SEDONA, AZ

The mission of the City of Sedona government is to provide exemplary municipal services that are consistent with our values, history, culture and unique beauty.



**CITY COUNCIL
AGENDA BILL**

**AB 3324
June 24, 2026
Special Business**

Agenda Item: 3a
Proposed Action & Subject: Discussion/presentation of a version of the G-402: Incident Command System Overview for Senior Officials course.

Department	Police Department
Time to Present	4 hours
Total Time for Item	4 hours
Other Council Meetings	NA
Exhibits	A. G-402: ICS Overview for Senior Officials

Finance Approval	Reviewed 6/16/26 BGW	
City Attorney Approval	Reviewed 6/16/26 KWC	
City Manager's Recommendation	For information only ABS 6/16/26	
		Expenditure Required
		\$ N/A
		Amount Budgeted
		\$ N/A
		Account No. (Description)

SUMMARY STATEMENT

Background: The Sedona Police Department, in partnership with Coconino County Emergency Management and Yavapai County Emergency Management, will present a condensed version of the G-402: Incident Command System (ICS) Overview for Senior Officials course to the City Council. The purpose of this presentation is to familiarize elected officials with their roles and responsibilities in supporting incident management under the National Incident Management System (NIMS), consistent with the City's commitment to NIMS compliance as established by Sedona Resolution 2005-34.

The G-402 course is designed specifically for senior elected and appointed officials and provides an overview of the Incident Command System, emergency management principles, and the role of policy-level leadership during emergencies and disasters. The training emphasizes the distinction between operational incident management and the policy, resources, and governance responsibilities of elected officials.

This presentation is part of the City's ongoing emergency preparedness and NIMS training efforts. Police Department personnel and City department heads are currently participating in ICS training appropriate to their respective roles. Providing this course to the City Council extends that training program and helps ensure a common understanding of emergency management principles, interagency coordination, and the City's role in supporting effective incident response and recovery operations.

Climate Action Plan/Sustainability Consistent: Yes - No - Not Applicable

National Incident Management System (NIMS) and Incident Command System (ICS) training supports the City's Climate Action Plan by enhancing emergency preparedness, interagency coordination, and organizational resilience during climate-related emergencies. Specifically, this training aligns with the Climate Action Plan's Emergency Management Capacity (page 32) and Wildfire/Flood Emergency Preparedness goals (page 34) by ensuring that elected officials, department leadership, and public safety personnel understand their roles and responsibilities during emergency incidents and can effectively coordinate response and recovery efforts.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): NA

MOTION

I move to: For presentation and discussion only.

NIMS Overview for Senior Officials (Executives, Elected, and Appointed)



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Goals

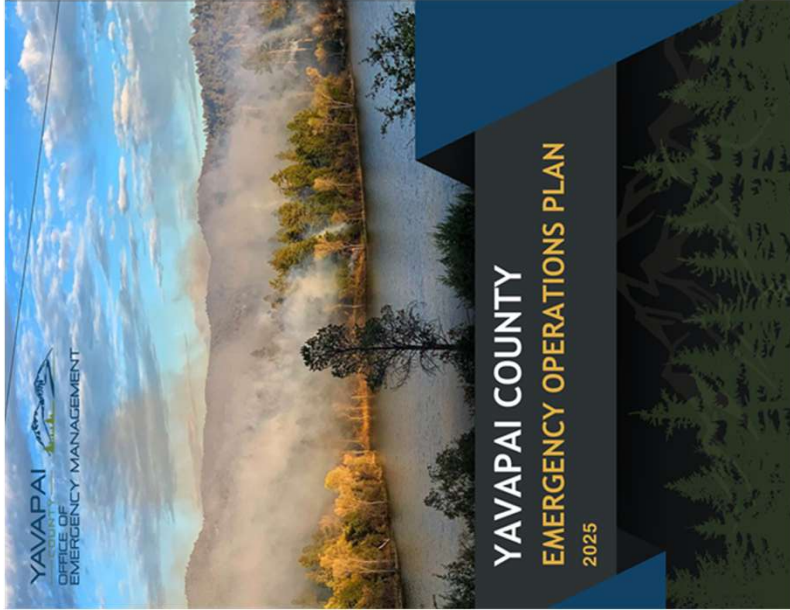
At the end of the training, we want to:

- **Provide a brief overview of the National Incident Management System (NIMS)**
- **Discuss how NIMS components work together to increase the effectiveness and efficiency of our incident response efforts.**
- **Understand the vital role senior leadership and elected officials play in disaster response.**



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Emergency Operations Plan



Evacuation & Re-Entry Plan

Evacuation Management:

“know your route” and “own your plan”

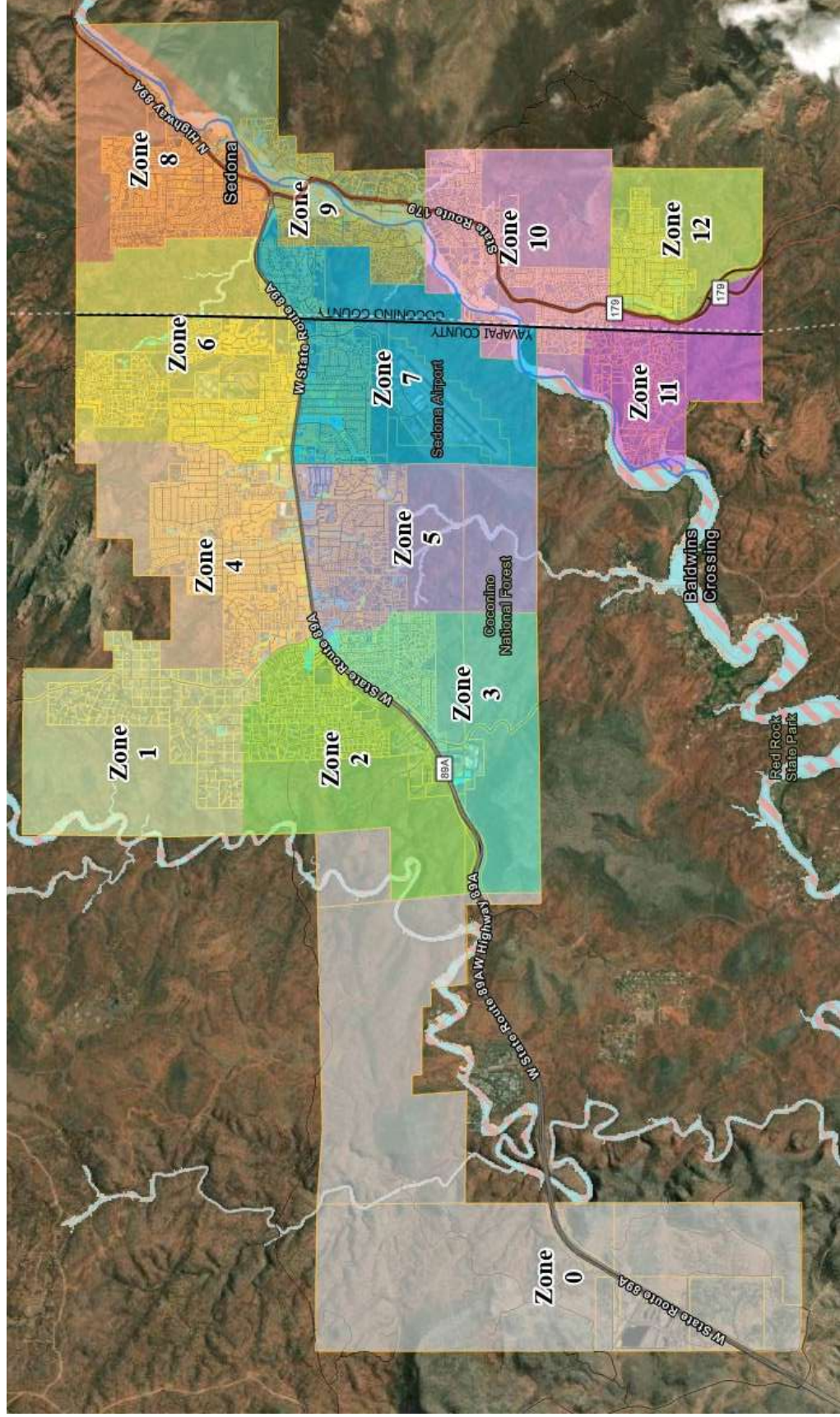
Planning Considerations

- **Alert & Warning**
- **Traffic Control**
- **Transportation**
- **Access & Functional Needs**
- **Tourist/Non-Resident**
- **Mass Care**



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Evacuation Zones



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Emergency Notification Systems



- Opt-In Subscription
- **Text Redrocks to 888777**



- National System for Local Alerting
- **Wireless Emergency Alerts**



- Outdoor Warning Sirens
- **Audible Messaging**



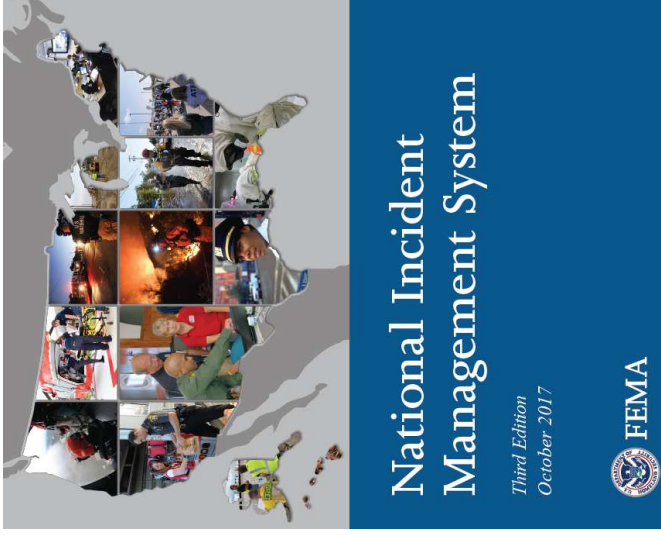
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What is NIMS?



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National Incident Management System



- What? . . . NIMS provides a **consistent nationwide template** . . .
- Who? . . . to enable Federal, State, Territorial, tribal, and local governments, the private sector, and nongovernmental organizations to **work together** . . .
- How? . . . to protect, prevent, respond to, recover from, and mitigate the effects of incidents **regardless of cause, size, location, or complexity** . . .
- Why? . . . to **reduce the loss of life and property, and harm to the environment.**

Legal Basis for NIMS

HSPD-5

Management of Domestic
Incidents

PPD-8

National Preparedness

Mandates



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Sedona Resolution No. 2005-34

NIMS Adoption:

- **Homeland Security Presidential Directive 5**
- **Arizona Executive Order 2005-08**
- **Yavapai Resolution 1589**
- **Coconino Resolution 2005-58**

RESOLUTION NO. 2005-34

A RESOLUTION OF THE MAYOR AND CITY COUNCIL ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM [NIMS] ESTABLISHED BY THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY FOR ALL EMERGENCY RESPONSE BY ALL DEPARTMENTS AND AGENCIES OF THE CITY OF SEDONA, ARIZONA

WHEREAS, the United States President George W. Bush in Homeland Security Presidential Directive-5 (HSPD-5) directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), to provide a consistent nationwide approach for federal, state, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all federal, state, local and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, the facilitation of the most efficient and effective incident management system is in the best interest of the City of Sedona as a community through the coordination of a consistent response among the greater Verde Valley region, State, and Federal levels of government, and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the City's ability to utilize federal funding to enhance local agency readiness, maintain first responder safety, and streamline the incident management process; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the City and State, including current emergency management training programs

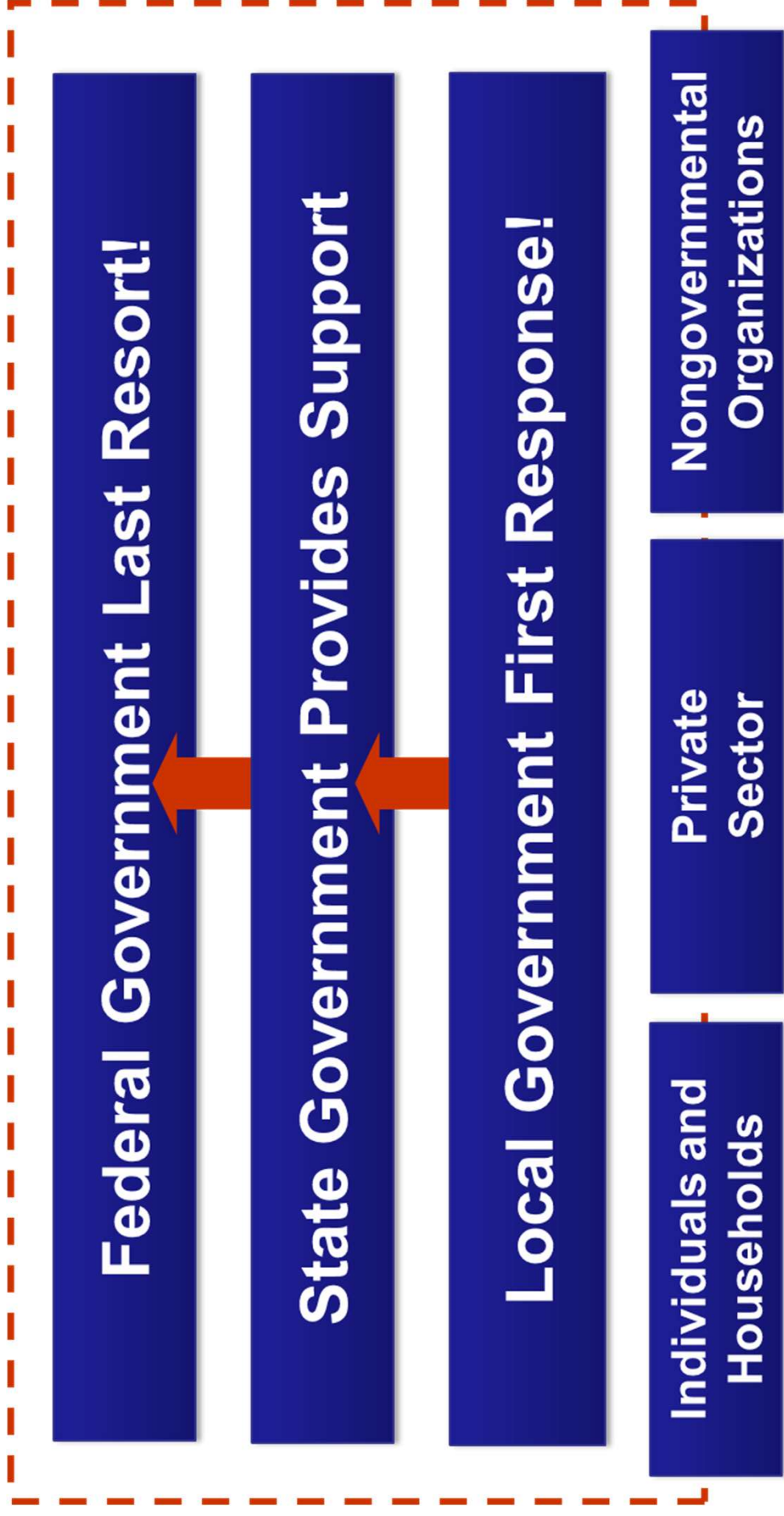
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF SEDONA, ARIZONA:

That the City of Sedona hereby adopts the National Incident Management System established by the United States Department of Homeland Security. Additionally, the City Council directs the applicable City Departments to train all public safety response personnel and supervisors in the use of NIMS for all emergency responses by all departments and agencies of the City of Sedona, Arizona.



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National Response Framework Emphasizes Partnerships



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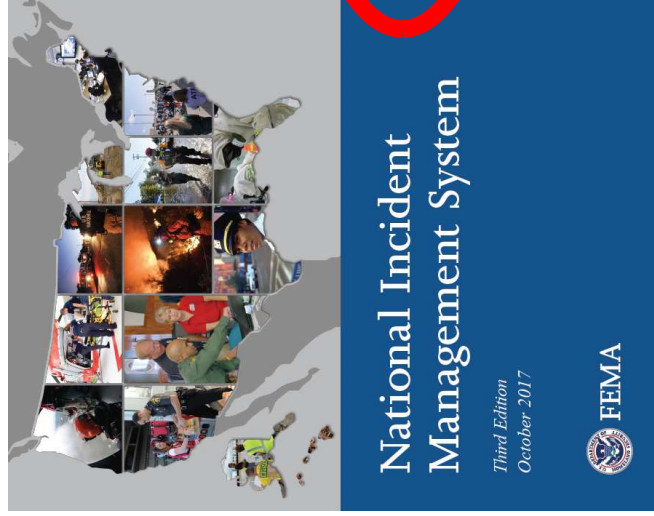
What is an Incident?

An unplanned incident is an occurrence, caused by either human or natural phenomena, that requires response actions to prevent or minimize loss of life, or damage to property and/or the environment.



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NIMS Components



Resource Management

Command and Coordination

Communications and Information Management

Incident Command System

Emergency Operations Center

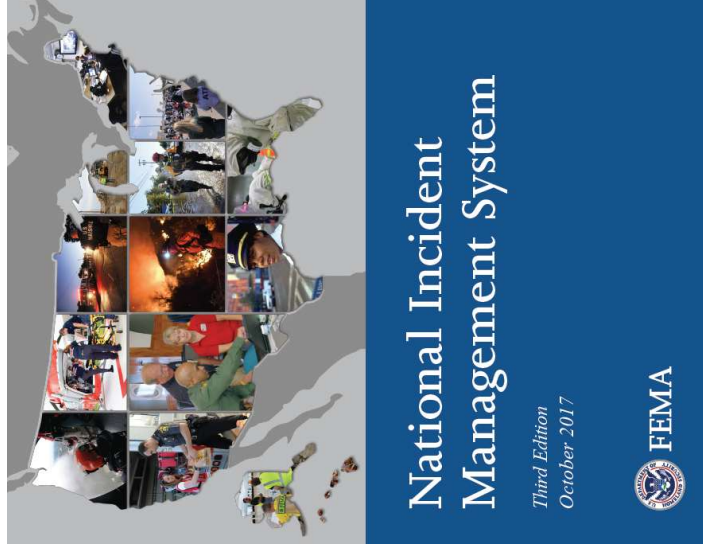
Multiagency Coordination Groups

Joint Information Systems



NIMS: Command

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or **delegated authority**.

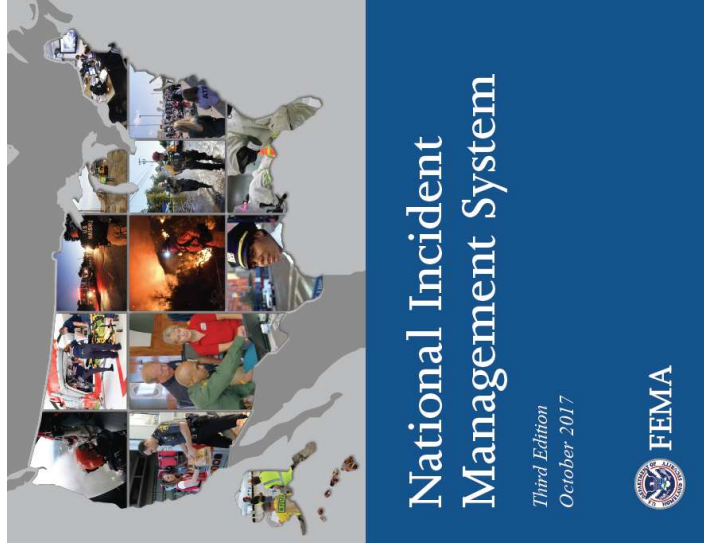


Who has the **EXPLICIT** authority for the management of all incident operations?



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NIMS: Coordination



Multiagency coordination is a process that allows all levels of government and all disciplines to work together more efficiently and effectively.



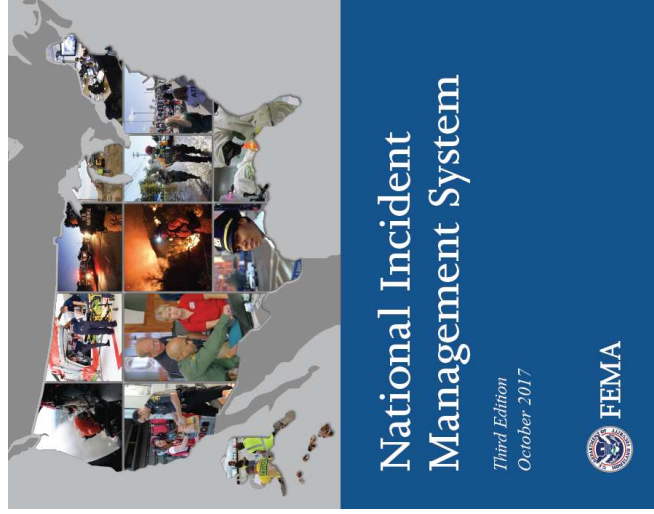
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ICS Organization & Features



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NIMS Components



Resource Management

Command and Coordination

Communications and Information Management

Incident Command System

Emergency Operations Center

Multiagency Coordination Groups

Joint Information Systems



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Incident Command System

- **Standardized** approach to on-scene command, control, and coordination.
- **Common structure** where personnel from different organizations work together.



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Incident Command System

- On-scene, **all-hazards** incident management concept.
- Integrates organizational structure to match the complexities and demands of **single or multiple** incidents without being hindered by jurisdictional boundaries.



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ICS Purposes

Using management best practices, ICS ensures:

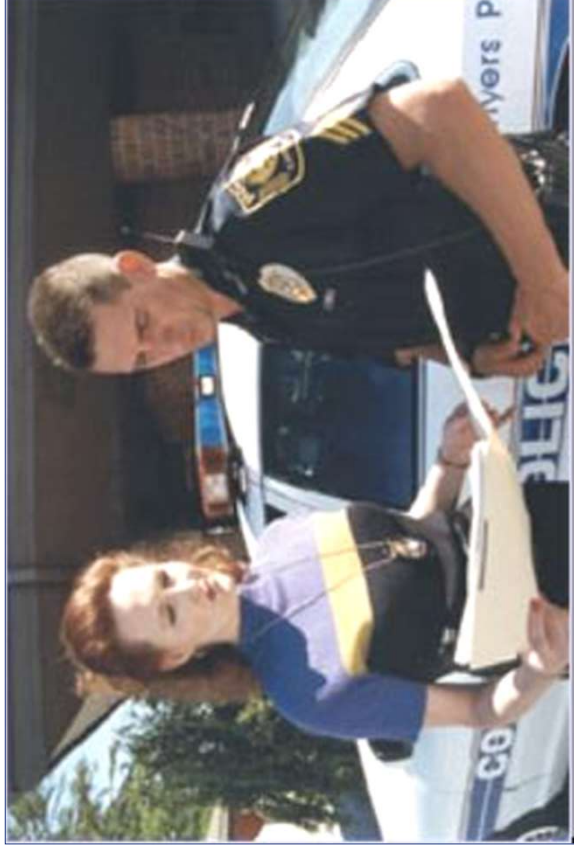
- The safety of responders and others.
- The achievement of **strategic vision** through objectives, strategies, and tactics.
- The efficient use of resources (Logistics Section).



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Management by Objectives

- ICS is managed by objectives.
- **Objectives** are communicated throughout the entire ICS organization.
- Available resources must support incident objectives.



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ICS Benefits



- Allows personnel from a variety of agencies to meld rapidly into a **common management structure**.
- Provides logistical and administrative support to operational staff.
- Is **cost effective** by avoiding duplication of efforts.

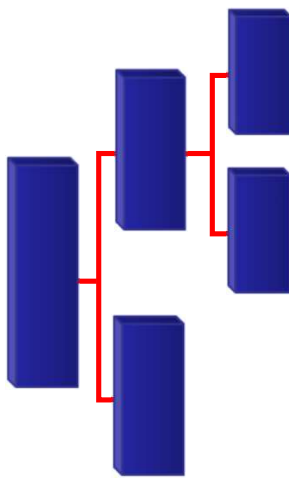


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ICS Organization

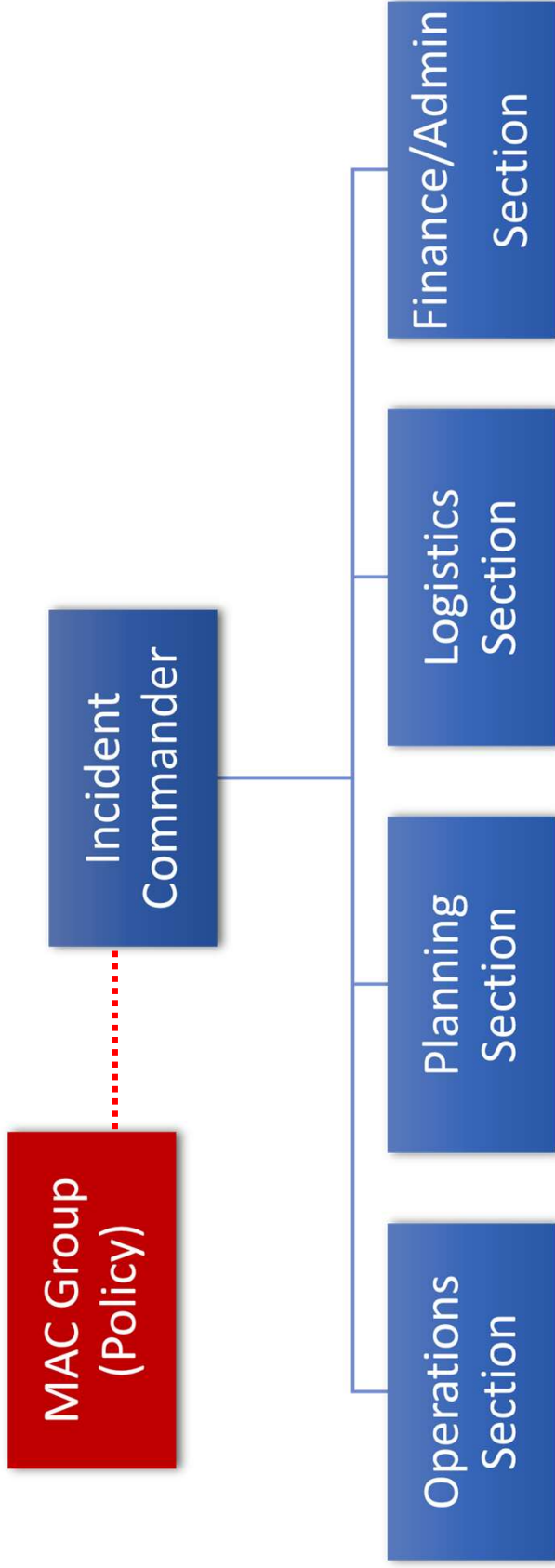
Differs from the day-to-day, administrative organizational structures and positions.

- Unique ICS position titles and organizational structures are designed to **avoid confusion** during response.
- Rank may change during deployment. A “chief” may not hold that title when deployed under an ICS structure. **(Right person. Right skills. Right position.)**



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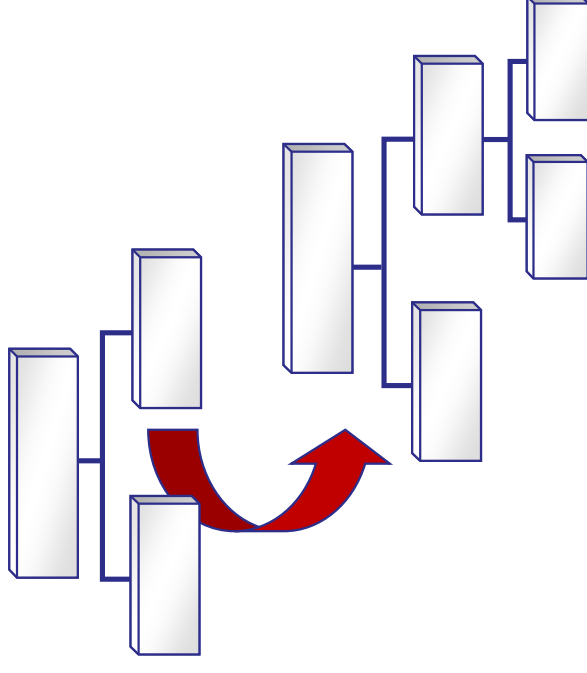
ICS Structure



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Modular Organization

- Is based on the size and complexity of the incident.
- Incident objectives determine the organizational size.
- Only functions/positions that are necessary will be filled.



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Comprehensive Resource Management

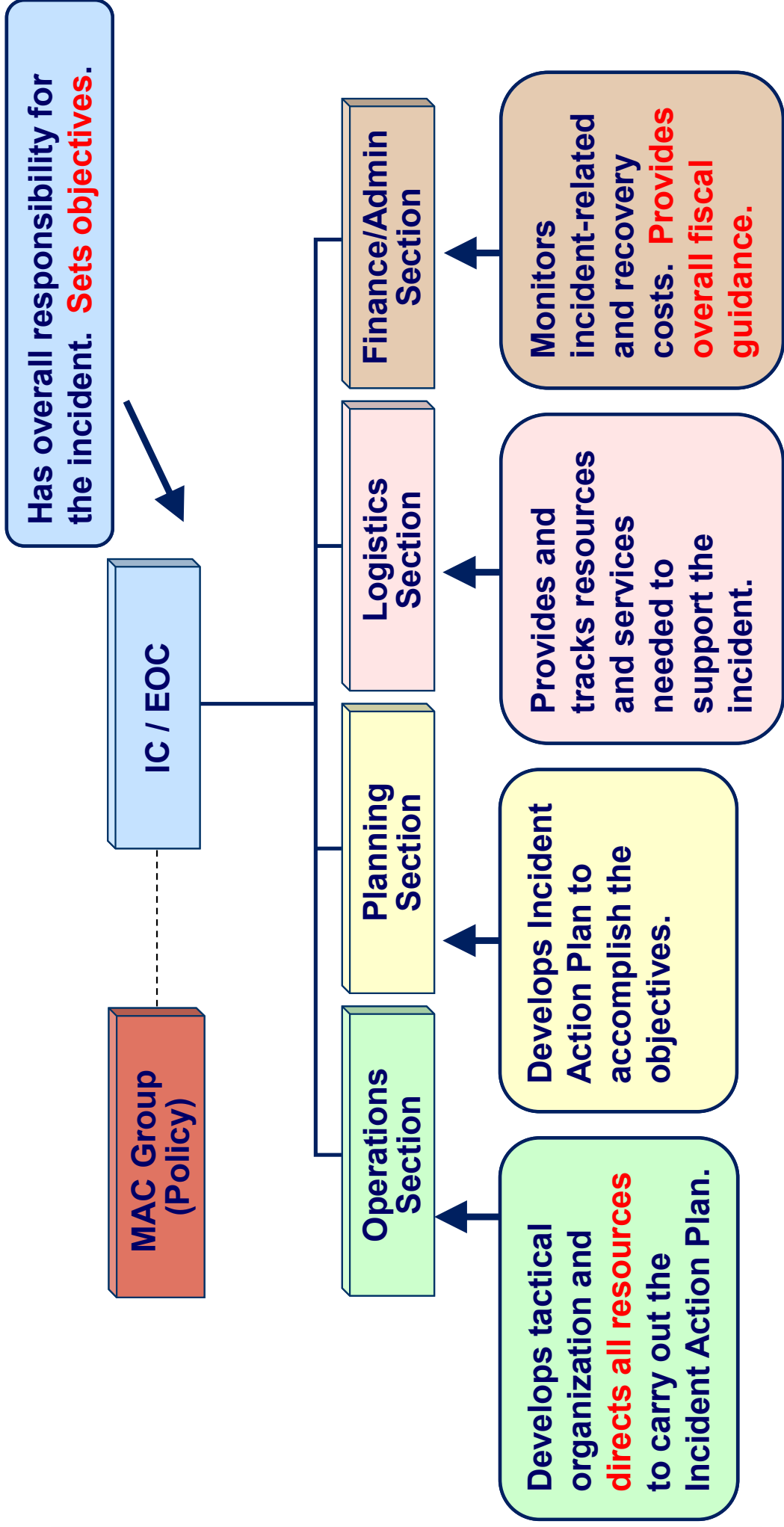
Resources include personnel, equipment, teams, supplies and facilities.

- Maintaining accurate, updated resource inventories, **and cost tracking.**
- **Deconflict** resource allocation.
- **Reimbursement** for resources used.



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ICS - Who Does What?



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IC Role



- Overall leadership for incident response
- **Receives policy direction from the Senior Official**
- Establishes incident objectives
- Ensures incident safety
- Delegates authority to others
- Ensures **coordination** with EOC and JIC
- Provides information to internal and external stakeholders
- Establishes and maintains **liaison** with other agencies participating in the incident



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Incident Complexity and Resource Needs

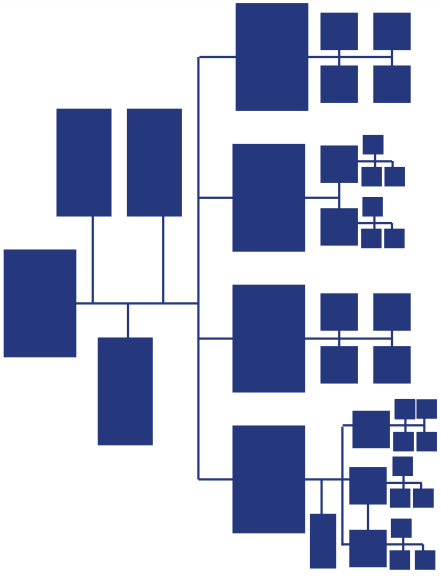
Incident Complexity



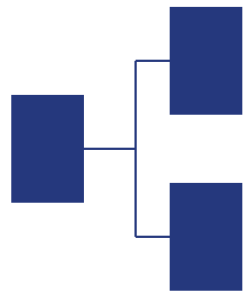
Resource Needs



ICS Structure



Complexity



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Complexity Analysis Factors

**In your agency or jurisdiction,
what factors may affect the
complexity of an incident?**



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Incident Timeframes

How long will a complex incident last?

How long do we need to be self-sufficient?

How will you know that the incident is over?



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Unified Command

No effect individual agency authority, responsibility, or accountability.

- **No agency's legal authorities compromised or neglected.**
- **Shared or overlapped authority.**
- **Manages the incident by jointly approved objectives.**
- **Multiple or complex events.**



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Senior Official's Role in Incident Command

- Consider proclamations / declarations of emergency recommended by Emergency Management
- Provide **strategic policy guidance** on priorities and objectives
- **Delegate authority** for operations to IC / EOC



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Delegation of Authority

Delegation of authority may be in writing (established in advance) or verbal, and include:

- Legal authorities and restrictions.
- Financial authorities and restrictions.
- Incident event updates.
- Agency or jurisdictional priorities.
- Plan for public information management.
- Plan for ongoing incident evaluation.

Delegation
of
Authority



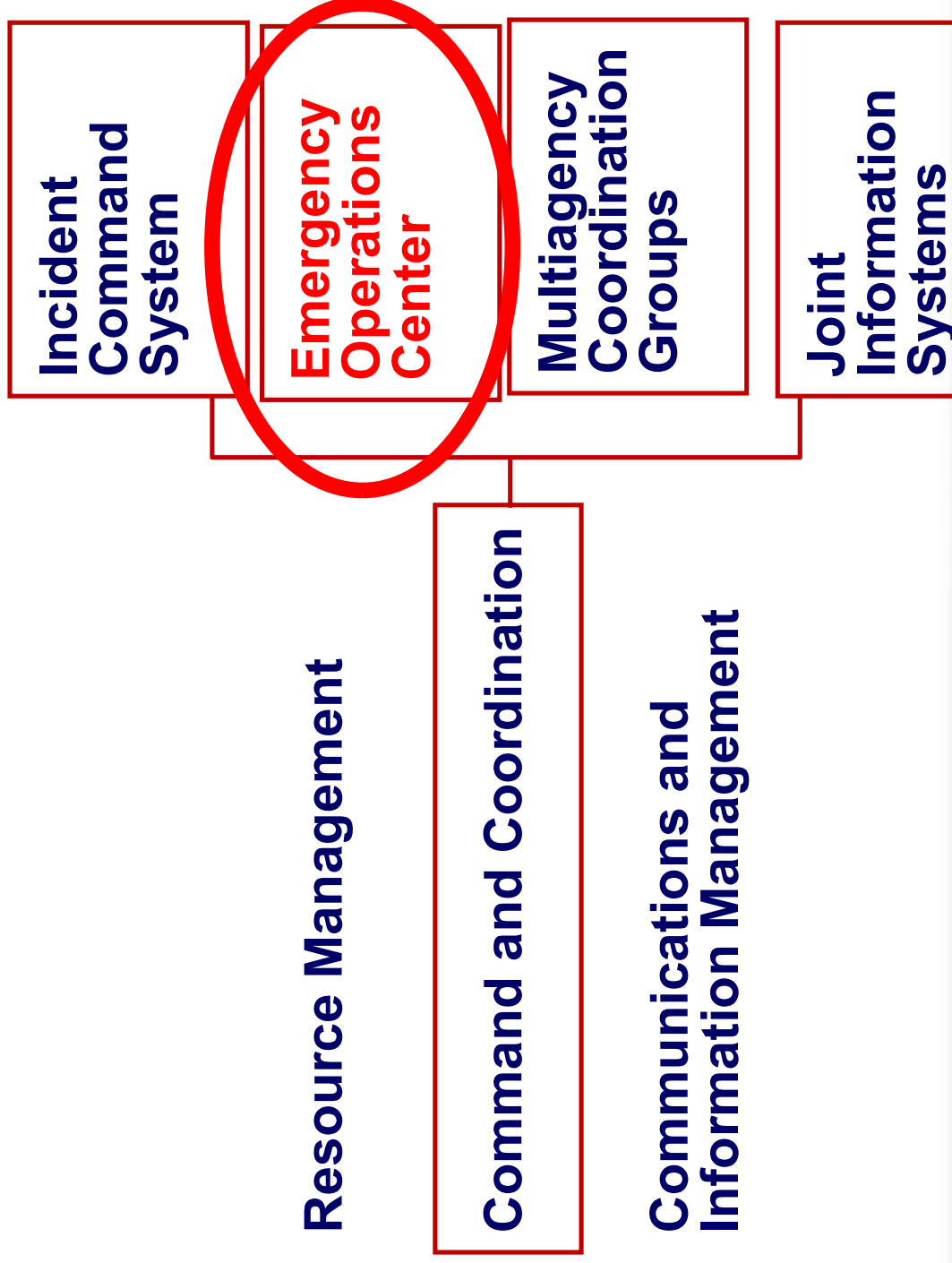
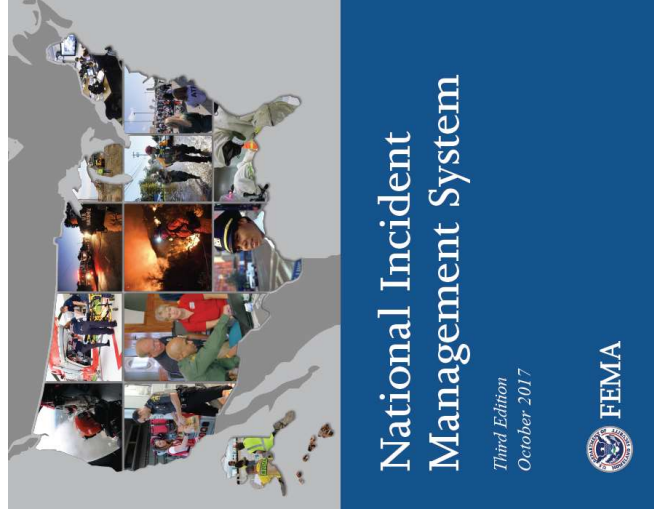
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NIMS Coordination: Emergency Operations Center



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NIMS Components



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Emergency Operations Center

- EOCs are physical or virtual locations where staff, stakeholders, and partners gather to provide support for an incident.
- **Response Support and Coordination**



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ICS/EOC Interface

MAC Group - Policy

Director
Public Works

Senior Official

Law Enforcement
Chief

Elected Official

Fire Chief

EOC – Coordination and Support

EOC Manager and Staff

ICS – Command and Operations

Incident Commander and Command and General Staff

Equipment
Operators

Law Enforcement
Officers

Firefighters



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EOC Functions

- **Collecting, analyzing, and sharing information.**
- **Supporting** resource needs and requests, including allocation and tracking.
- **Coordinating** plans and determining current and future needs.
- **Coordinating** plans to support the Incident Command.
- In some cases, providing coordination and policy implementation.



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EOC Benefits

- Establishes a **shared** situational picture.
- Facilitates long-term operations **and recovery**.
- Information validation (JIC).
- **Primary source** for all public information dissemination.
- **Coordinates** resource identification, allocation, and deconfliction.
- **Leads** financial event tracking.



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SR Official/ MAC Group guides the EOC

The Senior Official or MAC Group guides the EOC by:

- **Delegating** appropriate authority to the EOC Director.
- Determining EOC reporting requirements.
- Determining the Senior Official/ MAC Group decision-making process.
- Identifying **fiscal issues** and possible parameters for the EOC.
- Defining **strategic level priorities** for the incident.



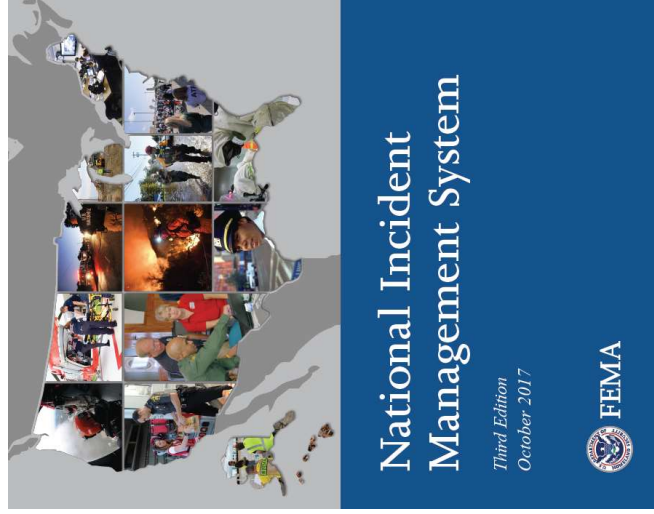
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NIMS Coordination: MAC Groups and the Joint Information System



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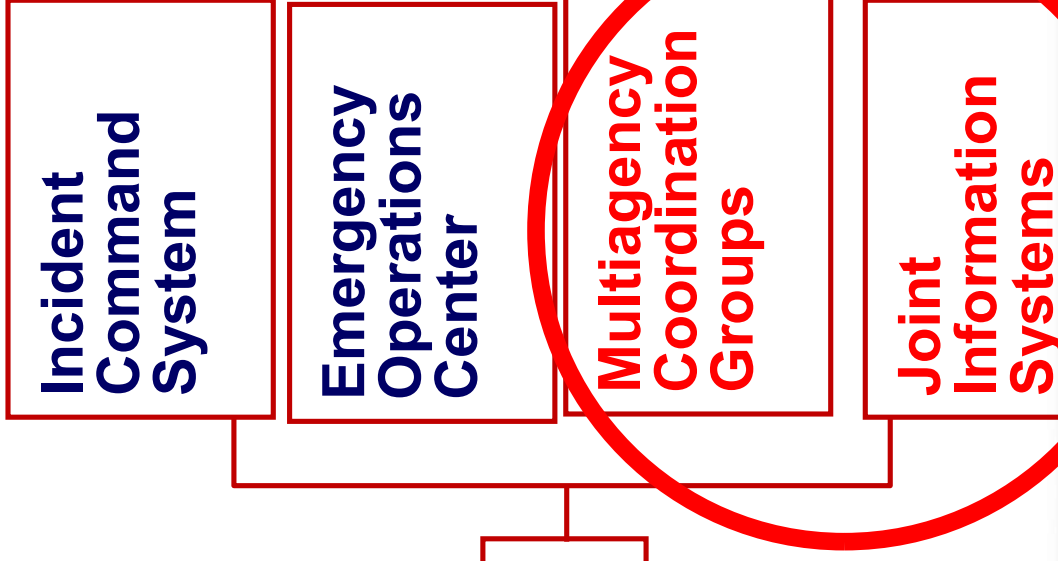
NIMS Components



Resource Management

Command and Coordination

Communications and Information Management



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Overview of the Senior Officials' Role

Senior Officials are responsible for:

- The safety of the citizens and protection of property
- Continuity of government
- Disaster declarations
- **Delegating Authority for Incident Command to an IC/ UC**
- Coordinating with the EOC Manager for Joint Information Center
- Requesting assistance from State agencies **through the EOC**
- Coordinating with other Sr. Officials & whole community partners
- Participating in a Multiagency Coordination **[Policy] Group (MAC)**



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Multiagency Coordination Groups

During incidents, MAC Groups:

- Act as a **policy-level body**.
- Make cooperative multi-agency decisions.
- Enable decision making among elected and appointed officials by those managing the incident (IC/UC)



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The MAC Group

- Enables decision-making among elected and appointed officials and senior executives
- Is often comprised of:
 - Elected officials
 - Senior decision-makers
 - Senior public safety officials
 - High-level, subject-matter experts



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Strategic Priorities

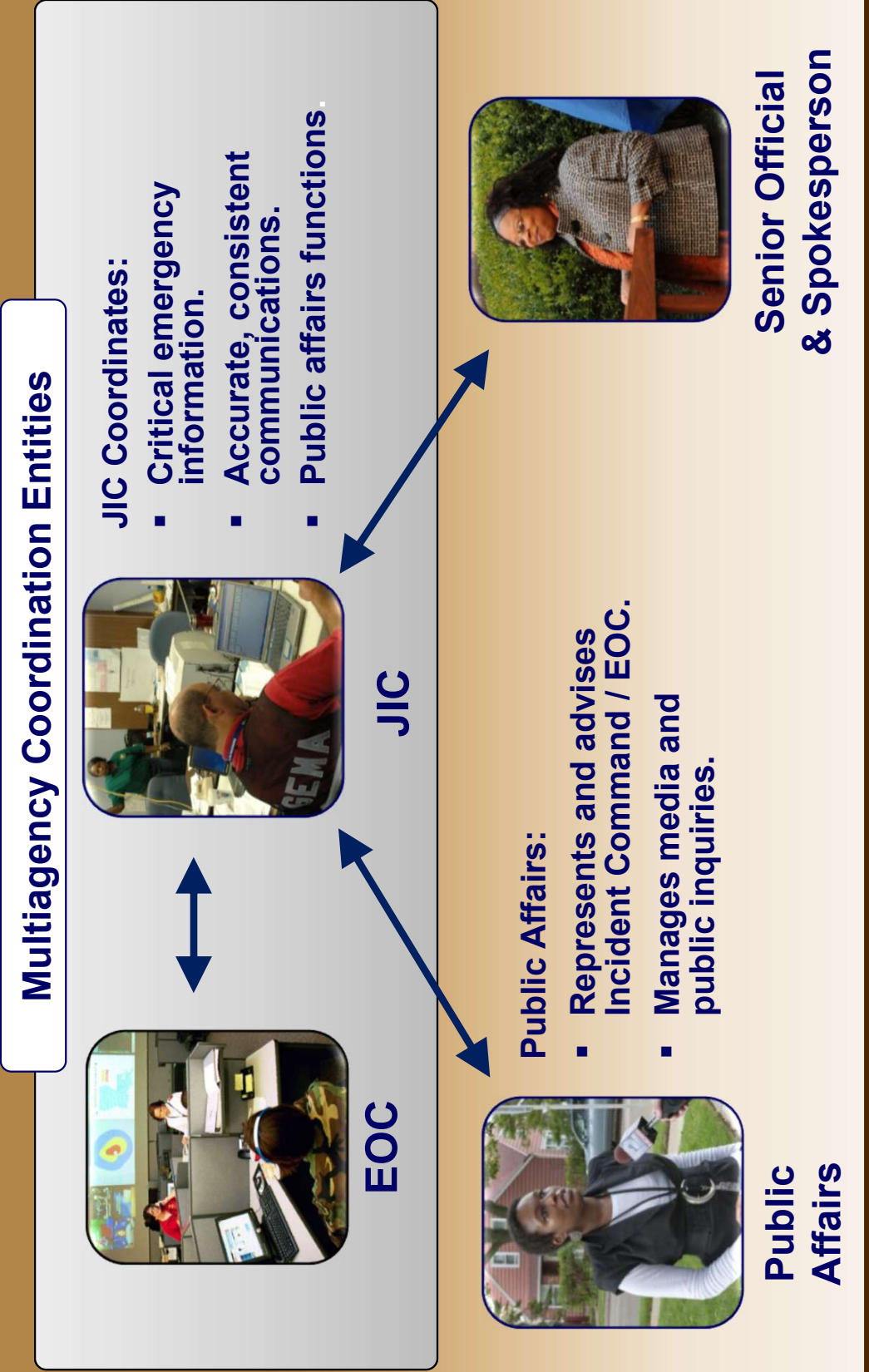
MAC Groups apply priorities at strategic policy level:

- **Save lives**
- **Protect property and environment**
- **Stabilize the incident**
- **Provide for basic human needs**
- **Represent Political, Economic, and Legal Concerns.**



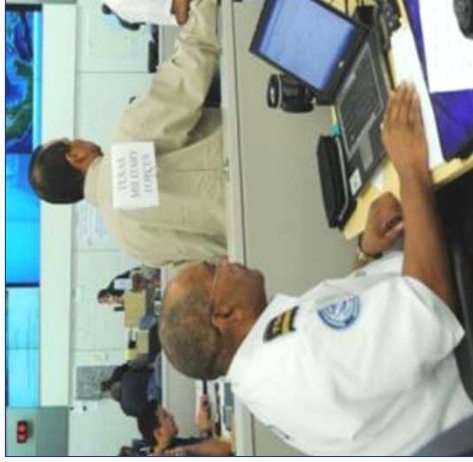
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Joint Information System (JIS)



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Managing Public Information



Public Affairs:

- **Manages media and public inquiries.**
- **May be multiple PIOs in the JIC for impacted entities / jurisdictions**
- **Coordinates and disseminates incident information through the JIC**
- **Prepares talking points and public statements for elected officials**



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Summary: Incident Management Roles

Incident Commander	EOC Manager and Staff
<ul style="list-style-type: none">• Manage the incident at the scene• Keep the EOC/ MAC Group informed on all important matters pertaining to the incident	<p>Support the Incident Commander and the MAC Group:</p> <ul style="list-style-type: none">• Provide Resources• Plan for Resource Requirements• Facilitate Situational Awareness
Joint Information Center	Senior Officials/ MAC Group
<ul style="list-style-type: none">• Provide accurate and consistent information to the public once approved by EOC Manager• Provide additional situational awareness to the EOC Manager	<p>Provide the Incident Commander and the EOC staff:</p> <ul style="list-style-type: none">• Authority• Mission & Strategic direction• Policy



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Policy Level Preparedness For Each Jurisdiction



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Check Plans, Policies, and Laws

Do your agency's/jurisdiction's preparedness plans, policies, and laws:

- **Align with NIMS terminology and systems?**
- **Cover all hazards?**
- **Include delegations of authority (as appropriate)?**
- **Include up-to-date information?**



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Training, Credentialing, and Exercising

- Do you have sufficient qualified personnel to fill ICS, EOC and JIS positions?
- Can you verify that personnel meet established professional standards for:
 - Training?
 - Experience?
 - Performance?
- When was the last tabletop, functional, or full-scale exercise that practiced command and coordination functions? Did you participate in that exercise?



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Continuous Improvement

- Incident debriefing
- Post-incident critique
- Gap analysis
- After Action Report / Improvement Plan



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Review of the Senior Official's Role

- Set and communicate strategic priorities.
- Establish sound policies.
- **Trust and support your staff.**



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