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Amanda Scott, Chair
Rapid City Legal & Finance Committee
300 6th Street
Rapid City, SD 57701

**RE: LETTER OF SUPPORT FOR CONTINUITY OF COMMON COUNCIL
OPERATIONS VIA TELECONFERENCE DURING DECLARED
DISASTERS/EMERGENCIES**

To the members of the Rapid City Legal & Finance Committee:

Please accept this letter as my department's official support for the development and/or continuation of the Rapid City Common Council's ability to conduct essential Council business via teleconference when necessitated by circumstances that may exist during times of emergencies and/or disasters.

One of the core missions of emergency management stresses the importance of developing robust continuity of government (COG) plans. In our local COG planning processes we rely heavily on FEMA's Continuity Guidance Circular 1 (CGC 1) that was developed to provide guidance to local governments in developing capabilities congruent with the *National Continuity Policy*. Along with essential components such as orders of succession, delegations of authority, and continuity of communication and facilities, the concept of devolution of control and direction must be addressed to ensure that local government can continue to function during emergencies and/or disasters.

Devolution of control and direction addresses how an organization will identify and transfer its essential functions and/or leadership authorities away from the primary facility or facilities, and to a location that offers a safe and secure environment in which essential functions can continue to be performed. The devolution option may be used when the organization's continuity facility is not available or the option can be activated as a continuity measure (Federal Emergency Management Agency, 2009). Authorizing the Rapid City Common Council to convene via teleconference will serve as an integral component of our local COG / devolution planning and as such is fully supported and encouraged by my office.

Please feel free to contact me with any questions, comments, or concerns. I am also available to make concise presentations or simply be available to field any questions as they pertain to local emergency management at any of your meetings.

Respectfully submitted,

Dustin Willett

Federal Emergency Management Agency. (2009, January 21). Continuity Guidance for Non-Federal Entities. *Continuity Guidance Circular 1*. US Department of Homeland Security.