

**TO:** Snohomish County Council

**FROM:** Lacey Harper, Executive Director

**SUBJECT:** Coordination of post-pandemic recovery

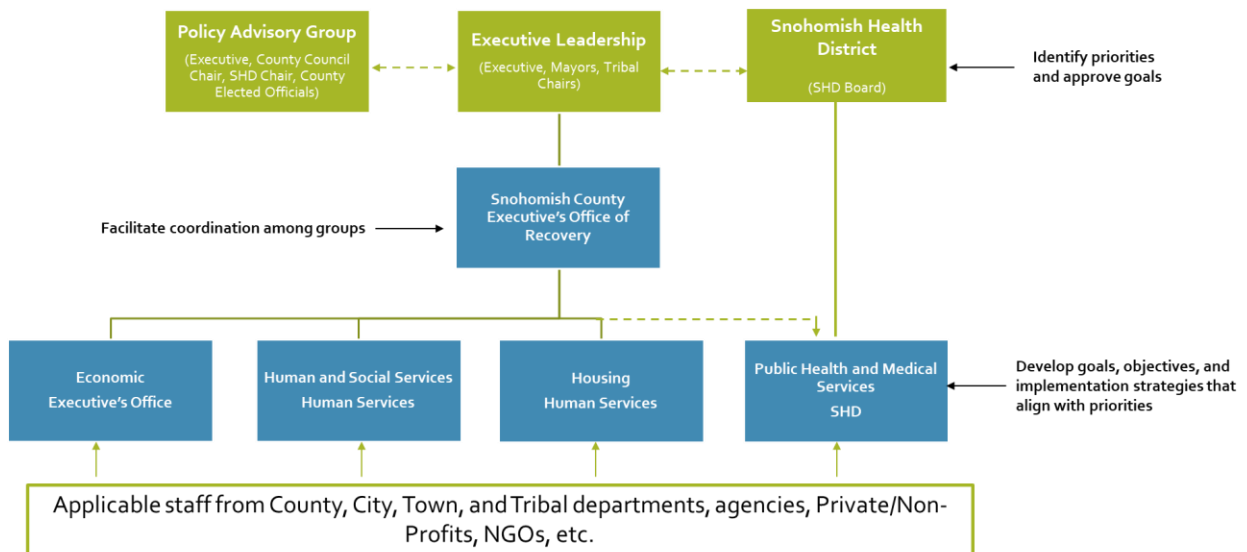
**DATE:** May 31, 2021

**CC:** Geoffrey Thomas, Eric Parks, Ken Klein, Kendee Yamaguchi, Jason Biermann

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The Executive's Office intends to begin formal coordination of post-pandemic recovery efforts immediately. In April 2020, Executive and Council established an Economic and Workforce Recovery Task Force and Council Advisory groups. Since then, other sectors and jurisdictions have also initiated recovery work. A coordinated approach will help ensure we utilize every available resource to do the most good for Snohomish County's residents.

To achieve that we will begin implementing the structure briefed to Council, Mayors, and other elected officials. This structure aligns with federal disaster recovery doctrine and focuses our efforts in four areas: Economic, Human and Social Services, Housing, and Public Health.



(Figure 1)

Figure 1 (above) identifies the lead agency for each of these bodies of work. To begin coordination among these sectors, Executive Somers has asked our Emergency Management

Director, Jason Biermann, to begin convening representatives from these groups. Jason performed a similar role during the development of the multiagency coordination group formed in response to the opioid epidemic. He also has extensive knowledge about, and experience with, community disaster recovery.

Post-disaster, local government is the primary driver behind recovery. Dependent on a variety of factors, community recovery looks different in terms of priorities, resources, and partnerships. In the wake of COVID- 19, Snohomish County will implement its recovery framework to collaborate with local jurisdictions and government services, the health and medical community, the private sector, private non-profits, and schools to recover the local economy and a meaningful way of life. To that end, the Office of Recovery will be created to manage the various aspects of long-term recovery.

Our immediate priorities for this group are to ensure that we maintain programs put in place with CARES Act funds to support our residents and businesses, and that they look to existing plans (especially those with community input) to develop recommended short- and long-term goals. We would like to achieve consensus on these goals with Council, other elected officials around the county, and from representatives from all segments of our community. Once there is alignment in the goals, we expect the groups to establish specific implementation measures. The Office of Recovery will be responsible for capturing the priorities, goals, and implementation measures (i.e., objectives) in one document, a post-pandemic recovery plan. This plan will serve as a roadmap to our successful recovery.

These goals and objectives can also be aligned with funding coming to the County and our jurisdictions from the American Rescue Plan (ARP). Coordinating the goals and objectives with these partners means that we can avoid duplication of effort or inadvertently leaving gaps in service to our residents.

We plan to communicate and engage frequently with Council as we implement this process. The strategy staff developed calls for bimonthly meetings among elected officials and other policy makers, and bimonthly meetings among the various sectors on which we intend to focus. That strategy also calls for sector-specific weekly meetings.

This endeavor will need resources. To best position the County to support future community and economic recovery work pending funding approval by Council, we respectfully submit a request for 7 (seven) project positions for consideration. The justification for this request is based on a need to ensure successful planning, coordination, management, and execution of the County's community and economic development recovery efforts.

Specifically, the Executive’s Office is requesting the following project positions for the Office of Recovery:

<b>Job Title</b>	<b>Main Objective</b>	<b>Pay Grade</b>	<b>Step 1</b>	<b>Top Step</b>	<b>Benefits</b>
Dept Director – DEM/ Local Disaster Recovery Manager (LDRM)	Oversee coordination	115	\$128,601	\$181,727	\$50,381
Sr. Exec Management Analyst	Implementation/Project Support	113	\$105,855	\$149,586	\$46,441
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Admin Asst. - Exe	Clerical and public records	109	\$71,722	\$101,355	\$37,668
Communications Specialist III or Public Information Officer	Communication lead	242	\$75,360	\$91,543	\$35,857
Communications Specialist 1	Communication Support	239	\$65,071	\$83,091	\$34,296
Grant Accountant	Financial management, record keeping and compliance	237	\$59,034	\$71,692	\$32,192

- Dept Director – DEM/ Local Disaster Recovery Manager (LDRM): to assume oversight of the coordination from Director Biermann. The LDRM “brings recovery management and public administration experience, critical thinking habits, and resource development skills” to the table. Known as a “force-multiplier” – this position leverages existing staff and structures to achieve the necessary recovery efforts over the long term.
- Sr. Exec Management Analyst (2 FTE): to facilitate the implementation of programs and projects to support recovery and resiliency building. These positions would also build on the work completed with CARES funding in 2020 and provide additional support in coordinating efforts with partners on a local and regional level.
- Admin Asst. – Exe: Successful implementation of the ARP programs will require administrative support to ensure coordination among internal County departments and staff, external partners, and to support program administration and implementation. This position will have the ability to concisely gather and provide inevitable public records requests per County policy.

- Communications Specialist III and I (2FTE): A Communication Specialist III would be hired to lead communications to support community outreach for economic recovery and resiliency program implementation. This position will be a spokesperson, navigate traditional and social media, and act as a PR specialist touting the recovery work. A Communications Specialist I will support overall communication and outreach to underserved communities so they can take advantage of and have access to resources to support their recovery and resiliency building.
- Grant Accountant: to perform all regular accounting duties, as well as coordinate multiple grants management tasks, budget preparation, and contracts management. This position should also maintain consistent documentation and work with the Finance Department to maintain a clear audit of all funds

In addition to these, we ask that Council remain mindful of the impact on our departments. Staff have done a monumental amount of work over the last year. If we consider expanding current programs or creating new programs, we must assume that we will need additional FTEs to develop and/or administer those programs.

Investing in the coordination of this work will set us down a good path to recovery. This is a timely and necessary action. The passage of the American Rescue Plan Act (ARPA), the Biden administration's push for the American Jobs Plan, and the increasing number of fully vaccinated Snohomish County residents affords us the chance to be optimistic. We appreciate Council's consideration and support.

Attachments:

1. Recovery Process Overview, dated April 2, 2021