



City of South Pasadena

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AGENDA

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, APRIL 7, 2026
FOLLOWING THE AGENDA MEETING
(APPROXIMATELY 9:05 A.M.)

CALL TO ORDER
ROLL CALL

DISCUSSION ITEMS

- HCA Florida Pasadena Hospital Update with CEO Brent Burish
- Ways to Attract Business to the City
- SB 180 FDEM Training Requirement for Elected Officials

ADJOURN

Carley Lewis

Carley Lewis, City Clerk

This meeting is open to the public. Ordinances may be inspected by the public in the office of the City Clerk at City Hall from 8:00 a.m. to 4:00 p.m. Monday through Friday with the exception of holidays. Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of South Pasadena is committed to providing reasonable accommodation for access for the disabled. In accordance with the Americans with Disabilities Act and F.S. 286.26, anyone needing assistance with regard to this meeting should contact the City Clerk's Office in writing at least 48 hours prior to the meeting. For more information or assistance please contact the City Clerk's office at 727-347-4171.



FACT SHEET– 2025 SB 180 TRAINING REQUIREMENTS

BACKGROUND

The Legislature passed Senate Bill (SB) 180 Emergencies on May 2, 2025, and Governor DeSantis signed it into law on June 26. The Florida Division of Emergency Management (FDEM) requires a training requirements training for that county or municipal administrators, county or city managers, county or municipal emergency management directors, and county or municipal public works directors or other officials responsible for the construction and maintenance of public infrastructure must complete **biennially** in addition to the training required pursuant to section 252.38(1)(b), Florida Statutes. FDEM will provide training to meet these requirements or approve training to be given by a not-for-profit corporation.

TRAINING REQUIREMENTS

During the initial year, required individuals shall fulfill the **foundational course requirement** no later than twelve (12) months after the official start date within the position. Given the variation in local government structures across the state, FDEM defers to each entity's legal counsel to determine which positions within their organization meet the statutory requirements.

Personnel who hold the aforementioned roles shall comply with the training requirements using the guidance below. Additional courses can be approved at the discretion of the FDEM Executive Director or designee. The courses will serve as the **foundational** framework for understanding the emergency management profession from the Florida perspective. At least one of the courses below will be taken:

- **FL Senior Elected Officials Course (4hrs.)** - During disasters, it is imperative for local, state, and federal partners to relay communications and decisions effectively. This course discusses best practices for Senior Officials in Florida (executives, elected and appointed officials, city/county managers, agency administrators, etc.) on how to support their emergency management personnel during disasters. A large focus will be on communication and information sharing.
- **FL Local Coordinating Officer Course (4hrs.)** - This course provides key local staff with updated information on state and federal disaster assistance programs and processes, including statewide mutual aid, the role of the State EOC, and FEMA's Individual Assistance, Public Assistance, and Hazard Mitigation Programs. The focus is on management issues that local response and recovery officials may face in relationship with state and federal partners.
- **When the World Descends (4hrs.)** - This course paints the picture of "when the State Emergency Response Team (SERT) descends," an Incident Command Post (ICP) is set up, and what resources/support can be expected. This is an in-depth discussion of what resources are available, from equipment to personnel support, and how to establish and maintain communication between local, state and federal partners.

VERIFICATION AND REPORTING

Each applicable official shall register through the SERT TRAC platform for the course. At the conclusion, the official should upload their certificate as verification of attendance and to remain in compliance.

WAIVERS AND EXEMPTIONS

FDEM may grant waivers or extensions in cases of hardship, emergency deployment, or other qualifying circumstances, pursuant to the rule.

CONTACTS

If you have any questions on the training requirements, please contact the Education & Training Development Manager, Porschica Griffith at porschica.griffith@em.myflorida.com.

For any general questions regarding the Statute, please contact Legislative Affairs Director, Meigs Lamb at Meigs.Lamb@em.myflorida.com.

1 Introduction

Responding effectively to disasters requires a coordinated community-wide effort. As an elected official or jurisdiction leader, you have a significant role during times of emergency. Your actions and messaging influence residents and employees, and directly impact the community's ability to prepare, respond and recover from a disaster. This guide is designed to provide you with foundational information on how to engage with the County and what your role is before, during, and after disasters.

- The most current information on any incident, as well as information on how to prepare can be found at disaster.pinellas.gov
- Pinellas County maintains a Municipal SharePoint site that has guidance, information, and contacts for City Managers and the designated municipal emergency manager to reach the County Emergency Operations Center.

1.1 State Training

The State Legislature passed Senate Bill (SB) 180 Emergencies on May 2, 2025, and the Governor signed it into law on June 26. The Florida Division of Emergency Management (FDEM) has identified training requirements that county or municipal administrators, county or city managers, county or municipal emergency management directors, and county or municipal public works directors or other officials responsible for the construction and maintenance of public infrastructure must complete biennially in addition to the training required pursuant to section 252.38(1)(b), Florida Statutes. It is up to each entity's legal counsel to determine which positions within their organization meet the statutory requirements.

There is a FL Senior Elected Officials Class that provides an overview of the disaster response process. It is not required for elected officials.

Information about SB 180 can be found on the Florida Division of Emergency Management (FDEM) website <https://www.floridadisaster.org/dem/Executive-directors-office/media/legislative-affairs/>

1.2 Planning

Comprehensive Emergency Management Plans (CEMP)

The *CEMP* is updated and adopted by the Board of County Commissioners every 5 years. The *CEMP* establishes the framework for how partner agencies throughout the county will prepare for, respond to, and recover from all hazards that could adversely affect the health, safety, and general welfare of residents and visitors. The *CEMP* outlines the responsibilities and coordination processes of County agencies, municipalities, whole community partners, other taxing districts as well as state and federal partners.

Municipalities are encouraged to develop their own CEMPs.

Continuity of Operations Planning (COOP)

Continuity of Operations Plans ensures a jurisdiction has the capability to continue the essential services and functions that are provided to the community, during emergencies or disasters. Municipalities should update their lines of succession annually and provide to Pinellas County EM.

2 Role of Senior and Elected Officials

As a Senior or Elected Official, you play a vital role in helping everyone be prepared. The policies you set, the programs you fund, the messaging you send to the community all matter in relation to how well your community will respond to and recover from a disaster. The die is cast long before the storm threatens.

Keep in mind that disaster preparedness, response and recovery start at the local level. As an event expands in complexity and magnitude, assistance can come from County, State and Federal partners.

Preparedness

- Make planning and preparedness a priority throughout the entire jurisdiction.
- Meet with your city and the county emergency management team to learn the vulnerabilities and hazards in your jurisdiction.
- Meet with and coordinate with the service providers for your community (public, private, NGOs/Private Non-Profits) to coordinate and collaborate for impacts within your jurisdiction. Many of your local faith based and community partners can provide incredible support.
- Designate personnel from your jurisdiction to participate in local working groups year-round. Active participation in the Local Mitigation Strategy Working Group is a requirement to be eligible for the Hazard Mitigation Grant Program.
- Coordinate with municipal, state and federal elected officials on emergency management legislation and funding streams.
- Participate in emergency management exercises and training to gain an understanding of best practices in emergency management.
- Provide overall policy direction based on information provided to you from emergency management.
- Promote preparedness education through community outreach, sharing educational materials and encouraging residents to know their risk, make a plan and stay informed.

Response and Recovery

- During countywide events, the County Administrator is in frequent contact with the City Managers to discuss impacts, identify needs and coordinate actions. Coordinate with your City Manager on how you will communicate. The Board of County Commissioners is kept apprised by County Administration.

Pinellas Emergency Management Guide for Elected Officials

- Delegate authority to an Incident Command (IC) or a Unified Command (UC). The BCC can declare a Local State of Emergency (LSE) and delegate authority to the County Administrator to implement necessary measures for public safety.
- Ensure your ability to extend your LSE during disasters, they expire after 7 days, unless rescinded sooner.
- Speak with a common unified voice. Coordinating with the Public Information Officer (PIO) to keep media and the public informed. There is a Regional PIO Working Group that coordinates with the County for messaging. Please amplify county messaging and tailor messaging for your specific community.
- There are established methods for impact assessments, this includes damage to the built environment, human needs impacts and economic impacts. Every jurisdiction has personnel (or coverage from partner agencies) that have been trained in how to do these assessments. There are established methods for the public and businesses to report damage as well.
- Resource requests should start at the jurisdictional level. If a jurisdiction does not have the internal resources, have contracts in place or cannot get assistance via mutual aid then the request should be submitted to the County EOC. If the County cannot assist, then the request will be sent up to the State EOC by the County and the state may request federal support.
- There may be times that County Administration will ask for support from elected officials to help advocate for state and/or federal support. Review Situation Reports from the County EOC and communicate key information to stakeholders as necessary.
- Become familiar with the provisions that are under the state Executive Order and any federal declaration. Disaster declarations will identify the specific assistance programs that are available for each disaster.

To contact Pinellas County Emergency Management

Main Line 727-464-5550

email ema@pinellas.gov

For Public Inquiries

Main line 727-464-3800

email ema@pinellas.gov

[Disaster. Pinellas.gov](https://www.pinellas.gov/disaster)

During an Emergency Activation

the public should call the County Information Center (CIC) at

727-464-4333 or [pinellas.gov/chat](https://www.pinellas.gov/chat)

The live chat button can be found on all Pinellas County webpages.