

## Oregon Parks and Recreation Commission

November 15, 2023

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<b>Agenda Item:</b>	7b	<b>Action</b>
<b>Public Comment Allowed:</b>	Yes	
<b>Topic:</b>	Resolution to Acknowledge and Support the Implementation of the Collections Coordinating Group Disaster Resilience and Response Plan	
<b>Presented by:</b>	Ian Johnson, Associate Deputy Historic Preservation Officer	

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### Background:

In 2011, the Oregon legislature established statutory language under the duties of the [Oregon Heritage Commission](#), a governor-appointed commission within OPRD, to specifically coordinate and collaborate with the [Oregon State Archives](#) and the [State Library of Oregon](#). The coordination is particularly associated with preserving historic collections held in various facilities throughout the state. All three agencies manage collections and support other organizations throughout the state that do as well. This work has continually strengthened and expanded.

During the first year of COVID, the 2020 wildfires, and following the 2021 ice storm, the three organizations coordinated to provide training, share resources, and bring the disaster-related needs of historic collections to the attention of the legislature, Governor's office, other state agencies, and FEMA. At the same time, the Oregon Heritage Commission developed the [Community Disaster Resilience Planning for Heritage Resources Guidebook](#).

The confluence of events demonstrated a need for a shared plan to improve responsiveness to the people and organizations we serve in a disaster situation. The three agencies have developed and started implementing *the Collections Coordinating Group Disaster Resilience and Response Plan*.

The Oregon Heritage Commission passed a resolution in support of the plan and its implementation at their May 2023 meeting.

An Oregon State Parks and Recreation Commission resolution will strengthen the plan and support the implementation of items in the plan.

**Prior Action by Commission:** none

**Action Requested:** resolution

**Attachments:**

7b – Attachment 1 – Draft Resolution

7b – Attachment 2 – Oregon Heritage Commission Resolution

7b – Attachment 3 – Collections Coordinating Group Disaster Resilience and Response Plan

**Prepared by:** Kuri Gill, Heritage Grants & Outreach Manager

## **Attachment 1 – 7b – Draft Resolution**

### **Resolution of Support for the Collections Coordinating Group Disaster Resilience and Response Plan**

The Oregon State Parks and Recreation Commission, in recognition of the role of the Oregon Heritage Commission within Oregon Parks and Recreation Department and under state statute acknowledges the resolution of the Oregon Heritage Commission in regard to the *Collections Coordinating Group Disaster Resilience and Response Plan* and resolves that the plan:

- Supports agency mission and goals;
- Enhances meaningful cross-agency coordination;
- Recognizes the significance of heritage resources in community recovery and resilience;
- And staff involvement in the implementation and future updates of the plan will positively serve the people of Oregon.

## Attachment 2– 7b – Oregon Heritage Commission Resolution



### Resolution of Support for the Collections Coordinating Group Disaster Resilience and Response Plan

Whereas, the Oregon Heritage Commission is designated in [ORS 358.570-595](#) as the primary agency for coordination of heritage activities in Oregon, and

Whereas, under ORS 358.600 the Oregon Heritage Commission is required to collaborate with the Oregon State Archives and the State Library of Oregon to work efficiently with each other, and better engage the public, and

Whereas, Oregon’s heritage resources are at risk from natural and human caused disaster, and

Whereas, heritage resources are a critical assets for community resilience and recovery following a disaster, and

Whereas, the Oregon Heritage Commission has actively worked for nearly 20 years to provide resources for and promote disaster planning, and

Whereas, Oregon Heritage of Oregon Parks and Recreation Department, Oregon State Archives, and the State Library of Oregon provide technical assistance and resources to organizations that house and preserve Oregon’s heritage resources, and

Whereas, the Collections Coordinating Group Disaster Resilience and Response Plan supports two goals of the [Oregon Heritage Plan](#), pursue best practices and increase access to heritage, and

Whereas, the Collections Coordinating Group Disaster Resilience and Response Plan addresses statewide disaster planning, mitigation, and response efforts, and

Whereas, the Collections Coordinating Group Disaster Resilience and Response Plan establishes coordination and development of resources for organizations to house and preserve Oregon’s heritage resources,

Therefore, the Oregon Heritage Commission hereby resolves to recognize and support the continued update and implementation of the Collections Coordinating Group Disaster Resilience and Response Plan.



Approved by the Oregon Heritage Commission  
May 22, 2023

## **Attachment 3– 7b – Collections Coordinating Group Disaster Resilience and Response Plan**

Collections Coordinating Group

Oregon Heritage Commission – Oregon State Archives – State Library of Oregon

Disaster Resilience and Response Plan

In 2011 the Oregon legislature established statutory language under the duties of the [Oregon Heritage Commission](#) to specifically coordinate and collaborate with the [Oregon State Archives](#) and the [State Library of Oregon](#). The coordination is particularly associated with the preservation of historic collections held in a variety of facilities throughout the state. All three agencies manage collections and support other organizations throughout the state who do as well. This work has continually strengthened and expanded.

During the first year of COVID, 2020 wildfires, and following 2021 ice storm, the three organizations coordinated to provide training, share resources, and bring the disaster related needs of historic collections to the attention of the legislature, Governor’s office, other state agencies and FEMA. At the same time the Oregon Heritage Commission developed the [Community Disaster Resilience Planning for Heritage Resources Guidebook](#).

The confluence of events demonstrated a need for a shared plan to improve responsiveness in a disaster situation to the people and organizations we serve. The three agencies have developed a disaster resilience and response plan.

Using the guidebook as a model the three agencies:

- Evaluated essential functions
- Reviewed statewide hazard risks
- Established goals & strategies

Goals

- Protect Oregon’s archival records, libraries and heritage resources.
- Prevent catastrophic loss of irreplaceable public and historical records and collections.
- Enhance the coordination of the Collections Coordinating Group.
- Elevate the importance of heritage resources and their role in community resilience at the statewide level.

Strategies

- Clarify and share roles for our organizations in disaster response.
- Establish triggers for implementation of communications and response.
- Develop a clear communication plan.
  - Among the group

- External
- Develop response and preparedness resources/templates in advance.
- Coordinate Funding – collaboration about sources and requests, including incoming funds following a disaster and mitigation and planning funds before a disaster.
- Determine and expand our relationships with OEM, Governor’s Office, Legislature, CAC, FEMA, etc. in disaster response and mitigation.
- Increase digitization of collections and organizational records by developing resources and opportunities for digitization.
- Provide training and support for disaster mitigation and response planning.
- Incorporate inclusion and equity throughout the plan.

#### Actions

- Goal 1: Protect Oregon’s archival records, libraries and heritage resources – Prevent catastrophic loss of irreplaceable public and historical records and collections.
  - Strategy 1A: Increase digitization of collections and organizational records by developing resources and opportunities for digitization.
    - Actions:
      - Continue and further develop the Northwest Digital Heritage Hub.
      - Increase use of the Oregon Records Management Solution (ORMS).
  - Strategy 1B: Increase inventory and cataloging of collections.
    - Actions:
      - Provide training and guidance.
      - Promote grant programs for this work.
      - Promote model organizational inventory.
  - Strategy 1C: Provide training and support for disaster mitigation and response planning.
    - Actions:
      - Hold and widely promote training offered by Oregon State Archives.
      - Incorporate the topic in Oregon Heritage MentorCorps, conferences and training.
      - Access FEMA funding for local heritage resource disaster resilience planning.
  - Strategy 1D: Incorporate the state diversity toolkit and agency DEIA practices in the elevation of heritage resources.
    - Actions:
      - Promote the state diversity toolkit and the State Library of Oregon DEIA plan.
      - Purposefully include diverse collections in the Northwest Digital Heritage Hub.
      - Promote the diverse digital collections accessible on the Northwest Digital Heritage Hub.
- Goal 2: Enhance the coordination of the Collections Coordinating Group.

- Strategy 2A: Clarify and share roles for our organizations in disaster response for organizations we support.
  - Actions:
    - Develop a roles list.
    - Add the list to this plan and post it on all three agency websites.
- Strategy 2B: Develop a clear communication plan, among the collections coordinating group and externally.
  - Develop a Team on Teams, or other effective tool, for this group and include appropriate staff.
  - Increase resources and resources lists available online.
  - Develop a master site or primary webpage to house these resources.
- Strategy 2C: Coordinate Funding – increase collaboration about sources and requests, including incoming funds following a disaster and mitigation and planning funds before a disaster.
  - Actions:
    - Develop strategy or outline for coordination and communication.
    - Support organizations for success in applying for and reporting on grants.
- Goal 3: Elevate the importance of heritage resources and their role in community resilience at the statewide level.
  - Strategy 3A: Coordinate with Oregon Emergency Management (OEM) and Department of Land Conservation and Development (DLCD) on update to the state disaster mitigation plan.
    - Actions:
      - Start conversation with DLCD.
      - Start conversation with OEM.
  - Strategy 3B: Determine and expand our relationships with OEM in disaster response and mitigation.
    - Action: Coordinate a disaster scenario practice, rotate each year among the three at one location, around the state.
  - Strategy 3C: Determine and expand our relationships with the Governor’s Office in disaster response and mitigation.
    - Action: Start conversation with Governor's Office.
  - Strategy 3D: Determine and expand our relationships with the Legislature in disaster response and mitigation.
    - Action: Develop a strategy for approach and communication with support of the agencies.
  - Strategy 3E: Determine and expand our relationships with the Cultural Advocacy Coalition, Nonprofit Association of Oregon and professional associations in disaster response and mitigation.
    - Action: Develop a strategy for approach to these organizations.
  - Strategy 3F: Determine and expand our relationships with FEMA and other Federal resources in disaster response and mitigation.
    - Action: Develop a strategy for approach to FEMA.

- Strategy 3G: Incorporate the state diversity toolkit and agency DEIA practices in the elevation of heritage resources. Develop relationship with and awareness with Office of Cultural Change.
  - Action: Develop a strategy to show the value of the resources in DEIA.



APPENDIX A  
Action Item Chart

Goal 1: Protect Oregon's archival records, libraries and heritage resources – Prevent catastrophic loss of irreplaceable public and historical records and collections.		Prioritization				Partners		
		Emergency Cycle	Timeline	Resources	Complexity	Oregon Heritage	State Archives	State Library
<b>Strategy 1A: Increase digitization of collections and organizational records by developing resources and opportunities for digitization.</b>								
1A1	Continue and further develop Northwest Digital Heritage	Mitigation	Ongoing	staff, \$\$\$	High	☒		☒
1A2	Increase use of URMS- digitization and management of government records; other entities can learn from the use of systems and could include other resources for their needs	Mitigation	Ongoing	staff, software license, 3rd party vendor	High		☒	
<b>Strategy 1B: Increase inventory and cataloging of collections.</b>								
1B1	Provide training and guidance	Planning	Ongoing	staff	Med	☒	☒	☒
1B2	Promote grant programs for this work.	Planning	Ongoing	staff	Low	☒	☒	☒
1B3	Promote model organizational inventory.	Planning	Ongoing	staff	Low	☒	☒	☒
<b>Strategy 1C: Provide training and support for disaster mitigation and response planning.</b>								
1C1	Hold and promote Oregon State Archives trainings.	Planning	Ongoing	staff	Low		☒	
1C2	Incorporate the topic in Oregon Heritage MentorCorps & Oregon Heritage conferences and	Planning & Mitigation	Ongoing	staff, \$\$\$	Med	☒		
1C3	Access FEMA funding for local heritage resource disaster resilience planning.	Planning	2023-2026	staff, \$\$\$	Med	☒		
<b>Strategy 1D: Incorporate the state diversity toolkit and agency DEIA practices in the elevation of heritage resources.</b>								
1D1	Promote the state diversity toolkit and state library plan.	Mitigation	Ongoing	staff	Med	☒	☒	☒
1D2	Purposefully include diverse collections in the Nw Digital Heritage work.	Mitigation	Ongoing	staff	Low	☒		☒
1D3	Promote the diverse digital collections in Nw Digital Heritage .	Mitigation	Ongoing	staff	Low	☒		☒

		Emergency Cycle	Timeline	Resources	Complexity	Oregon Heritage	State Archives	State Library
Goal 2: Enhance the coordination of the Collections Coordinating Group.								
<b>Strategy 2A: Clarify and share roles for our organizations in disaster response for</b>								
2A1	Develop roles list	Planning	2023	Staff	Med	x	x	x
2A2	Add list to this plan & post on websites	Mitigation	2023	staff	Low	x	x	x
<b>Strategy 2B: Develop a clear Communication Plan oAmong the collections coordinating group oExternal</b>								
2B1	Develop a team on teams for this groups and include appropriate staff.	Mitigation	2023 Q1	Staff	Low	x		
2B2	Increase resources and resource lists available online	Mitigation	2023	Staff or \$\$	Med	x		
2B3	Develop master site or primary webpage	Mitigation	2023	Staff	Med	x		
<b>including incoming funds following a disaster and mitigation and planning funds before a disaster.</b>								
2D1	Develop strategy or outline for coordination &	Planning	2023	Staff	Med	x	x	x
2D2	Support organizations for success in applying for and reporting on grants.	Mitigation	2024	Staff or \$\$	Med	x	x	x