

LEGISLATIVE DIGEST

[Accept and Expend Grant and Amend the Annual Salary Ordinance - Retroactive - Regional Catastrophic Preparedness Grant Program - United States Homeland Security - \$1,406,550]

Ordinance retroactively authorizing the Department of Emergency Management, as a fiscal agent for the Bay Area Urban Areas Security Initiative, to accept and expend a grant in the amount of \$1,406,550 from the United States Department of Homeland Security for the Regional Catastrophic Preparedness Grant Program for the period of October 1, 2019, through June 30, 2020; and amending Ordinance No. 170-19 (Annual Salary Ordinance, File No. 190620 for FYs 2019-2020 and 2020-2021) to provide for the addition of two grant-funded part-time positions in Class 0931 Manager III (.30 FTE) and Class 1823 Senior Administrative Analyst (.75 FTE).

Background Information

The purpose of U.S. Department of Homeland Security (DHS) Regional Catastrophic Preparedness Grant Program (RCPGP) is to build state and local capacity to manage catastrophic incidents by improving and expanding regional collaboration for catastrophic incident preparedness. The National Preparedness Framework defines a catastrophic incident as any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, or government functions. The regional interdependencies of effective Prevention, Protection, Mitigation, Response, and Recovery activities require a cohesive regional approach to catastrophic planning.

Under the RCPGP, DHS required that eligible recipients develop and deliver one project that builds capabilities to address a gap in the food, water, and sheltering community lifeline. Funding for this grant is distributed directly to the recipients.

The City and County of San Francisco, together with its regional partners the Cities of Oakland and San Jose and the Counties of Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma (collectively with San Francisco, the "RCPGP Bay Area Site"), applied for RCPGP funds and received a total grant award of \$1,406,550.

The UASI Approval Authority is responsible for decisions regarding application, allocation, and distribution of RCPGP grant funds. Under an agreement with other jurisdictions in the Bay Area Site, San Francisco is the primary grantee and fiscal agent for purposes of receiving and distributing RCPGP funds, per direction of the UASI Approval Authority. RCPGP grant funds from this award will be used to fund: (1) a contractor to identify and produce 70 Commodity Points of Distribution (C-POD) site maps; (2) a contractor to develop guidance and customized MOUs for C-POD sites; (3) a contractor to complete resource estimates, pre-scripted requests, and planning guidance for commodity distribution; and (4) fund two part-time San Francisco staff within DEM, one Class 0931 Manager III (.30 FTE) and one Class 1823 Senior

Administrative Analyst (.75 FTE), for the period of January –June 2020; and (5) regional training classes and exercises.

The grant period is from October 1, 2019 to September 30, 2022.

Proposed Ordinance

The proposed ordinance authorizes the DEM, on behalf of the City and County of San Francisco, as the fiscal agent for the UASI Approval Authority, to retroactively accept and expend RCPGP grant funds of \$1,406,550 from the DHS. The department proposes to maximize the use of grant funds by not including indirect costs, and the proposed ordinance waives indirect costs. Finally, the proposed ordinance authorizes the DEM Executive Director to take any additional steps necessary to accept, distribute and expend the grant funds.

Pursuant to Administrative Code §10.170-1(b), the ordinance also amends the Annual Salary Ordinance, FY2018-2019 and FY 2019-20, to reflect the addition of two grant-funded positions at the DEM, by adding one (1) 0.30 FTE Class 0931 Manager III and one (1) 0.75 Class 1823 Senior Administrative Analyst at DEM.