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Anne Kronenberg  
Executive Director

**MEMORANDUM**

To: Mawuli Tugbenyoh  
From: Kristin Hogan  
Date: October 30, 2017  
Re: Resolution Approving the 2017 Urban Areas Security Initiative MOU

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The Department of Emergency Management respectfully requests that the Mayor's Office sponsor and introduce the attached resolution to accept and expend the 2017 Urban Areas Security Initiative (UASI) grant.

**The Bay Area UASI**

San Francisco has served as both the Fiscal Agent and the Chair of the UASI organization since its inception in 2006. The UASI is currently governed by a 12-member Approval Authority that includes the following jurisdictions: City and County of San Francisco (2 members), City of Oakland, City of San Jose, and the counties of: Alameda, Santa Clara, Marin, San Mateo, Contra Costa, Sonoma, and Monterey, as well as a non-voting member from the California Office of Emergency Services. DEM Executive Director Anne Kronenberg serves as Chair, while SFFD Deputy Chief Ramona Williams is the other San Francisco representative.

**Legislation for Approval**

The proposed resolution seeks the Board of Supervisors' approval for the acceptance (retroactive) and expenditure of \$22,428,800 in funds from the Federal Department of Homeland Security (DHS) through the California Office of Emergency Services (Cal OES) to provide financial assistance to address the unique planning, equipment, training, exercise, and organizational needs of high-threat, high-density Urban Areas, and assist those areas in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from natural or human caused disasters as well as threats and terrorism.

This grant was awarded to the Bay Area UASI from the Department of Homeland Security. It is a pass through from the California Office of Emergency Services. The focus of the funding is to provide financial assistance to address the unique planning, equipment, training, exercise, and organizational needs of high-threat, high-density Urban Areas, like the San Francisco Bay Area, and assist those areas in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from disasters, threats and terrorism. San Francisco will continue to act as the fiscal agent for these funds.

Departments: Department of Emergency Management (DEM). Department will act as fiscal agent and expenditures are to benefit the Bay Area UASI which includes the three former separate UASI

[FY 17 UASI Accept and Expend]

cities: the City and County of San Francisco, the City of Oakland, and the City of San Jose, as well as the twelve contiguous Bay Area counties and the other Bay Area governmental jurisdictions within those counties.

The Bay Area UASI was established, in grant year FY2006, as a requirement of the Department of Homeland Security for regions to create a governance structure for the distribution of the Urban Areas Security Initiative grant funding.

The Bay Area UASI is lead by a grant funded general manager and staff consisting of employees from the cities and counties within the Bay Area region. Based on requirements of the grant, as well as recommendations of regional working groups and committees, grants are allocated through a regional hub process and under the policy direction of the Approval Authority, which consists of representatives of the Cities of San Jose, Oakland, and San Francisco, and the Counties of Alameda, Contra Costa, Marin, Monterey, Santa Clara, San Francisco, San Mateo, and Sonoma. The chair of the Approval Authority is the Executive Director of the San Francisco Department of Emergency Management.

As the fiscal agent, DEM would be authorized to accept and expend these grant funds on behalf of the Bay Area, and to receive grant reimbursements for expenses incurred on behalf of the region.

DEM is responsible for administering the grant for the Bay Area UASI, ensuring that the grant funds are spent according to the grant guidelines, and ensuring that each of the Bay Area counties and cities that may receive a portion of these grant funds adheres to the grant and financial guidelines.

Each sub-recipient county or city that participates in this grant will enter into a grant MOU with DEM that outlines their obligation under the grant allocation, including requirements for contracting and procurement, record keeping and reimbursement documentation, and adherence to federal grant assurances.

**Amount:** Grant allocation to the UASI in the amount of \$22,428,800 to be allocated to the above jurisdictions by agreement of the UASI Approval Authority which will act as the executive steering committee.

**Grant Period:** September 1, 2017 through May 31, 2020

**Retroactivity:** The Accept and Expend Legislation requests retroactive approval because the Federal Grant period commenced before the legislation was introduced. No grant funds will be encumbered or expended until the Board of Supervisors approves the Accept and Expend legislation.

**Source of funds:** U.S. Department of Homeland Security, through the California Office of Emergency Services. No match is required.

**Indirect Costs:** The proposed resolution waives indirect costs, because the grant program does not allow the charging of indirect costs.

**Description:** The proposed resolution authorizes the Department of Emergency Management to accept and expend \$22,428,800 in federal grant funding from the FY 2017 Homeland Security Grant Program (Award # 2017-

0083 OES # 075-95017), issued by the U.S. Department of Homeland Security (DHS) through the California Office of Emergency Services (Cal OES) and to continue the DHS and Cal OES approved Memoranda of Understanding (MOU) of 2006 through the updated 2017 MOU regarding the UASI mission, governance structure, responsibilities, reporting structure and financial arrangements, and establishing structures, processes and mechanisms to use in applying for, allocating and distributing grant funds to the UASI region. These grant expenditures will provide financial assistance to address the unique planning, equipment, training, exercise, organizational needs of high-threat, high-density Urban Areas, and assist those areas in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from disasters, threats and terrorism.

The three original core cities of San Francisco, Oakland, and San Jose have been allocated \$1,000,000 each to fund planning, training, equipment, and exercises.

**Budget:**

The summary budget by activity for the subject grant is as follows:

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|---|-------------|
| (1) <u>Equipment:</u>   | \$6,315,286 |
| Funds will be used for the purchase of equipment for first responders throughout the region such as: Software Network and Maintenance, Cyber Security Enhancement Equipment, Physical Protective Measures Equipment, Public Information and Warning Equipment, Operational Communications Equipment, 2 USAR support vehicles and other Logistical Support Equipment, Detection and Decontamination Equipment, a cache of USAR equipment, a helicopter downlink for Santa Clara, EOC equipment for Oakland, San Jose, and San Benito County, a telescoping boom, and a portable generator for regional fire communications center. There are three pieces of Controlled Equipment requested, a Tactical Intervention vehicle for San Mateo, a special response unit vehicle for Monterey, and 2 tactical armored Suburbans for the SFPD. |             |
| (2) <u>Planning:</u>  | \$4,480,164 |
| Of this amount, \$260,000 will be used for the hiring of contractors for the support of the West Bay Information Sharing Project, Contra Costa's updated manual and mobile application for a disaster medicine website project, and a Mass Care and Sheltering Needs Assessment and Strategy for the Bay Area. Additional funding will be used by the West Bay to update plans in San Mateo and support terrorism preparedness planning in Sonoma. Both the cities of Oakland and San Jose will continue funding multidisciplinary planning staff. Alameda County will continue funding planners for the regional Training and  |             |

Exercise program, DEM will also continue to fund a Local Joint Information System planner, a Disaster Debris Management Planner, a planner to update the Mass Care and Shelter Annex, a Critical Lifelines planner, and training and exercise planners.

(3) Training: \$1,852,000

Of this amount, \$1,850,000 is allocated to the hiring of consultants to conduct regional Terrorism Liaison Officer classes and regional Rescue Boat Operator Training, regional bomb squad classes, Hazmat training, Earthquake Management Training, Rescue system courses, tactical medicine courses, and cyber security classes. The balance of the funds is for tuition for attendance at a Recovery Planning class.

(4) Exercises: \$1,792,590

Of this amount, \$42,590 was allocated to planning for regional preventive radiological/nuclear workshops and seminars. The balance of the funds was for a regional broadband workshop/seminar and regional exercise planning, supplies, and the conduct of the Urban Shield exercise using HSEEP (Homeland Security Exercise and Evaluation Program) guidelines and requirements.

(5) Organization: \$6,867,320

Of this amount, \$1,500,000 will be allocated for contractors to perform information analysis and for various project management of public/private partnership and critical infrastructure protection projects within the UASI Management Team. The balance of the amount represents salary and fringe costs of regional intelligence analysts that staff the Northern California Regional Intelligence Center (NCRIC) and project management within San Francisco, Oakland, Alameda, Contra Costa, the Bay Area Regional Interoperable Communications System, and the UASI Management Team.

(6) Management & Administration \$1,121,440

Management and Administration expenses include UASI grant administration staff, line item office expenses, City Attorney, office and equipment maintenance and leases. The amount budgeted reflects 5% of the cash grant, which is the maximum allowable under the guidelines.

**Total Budget:** \$22,428,800