



Agenda Submittal

Agenda #: 23 **Status:** Approved
Type: Resolution **Department:** Sheriff's Office
File #: 17-644 **Contact:** Don Ryan, 784-1616
Agenda date: 9/12/2017 **Final action:** 9/12/2017
Title: Adopt a resolution approving participation in the federally funded 2017 Emergency Management Performance Grant for the period of July 1, 2017 through June 30, 2018 and authorizing the Sheriff or his designees to execute any actions necessary for the purpose of obtaining Federal Financial Assistance through this grant; Approve an Appropriation Transfer Request (ATR) of \$213,618 to recognize the unanticipated allocation of federal funds to Solano County to make improvements in the County's capability to prepare for, mitigate, respond to and recover from emergencies and disasters (4/5 vote required); and Authorize the Sheriff or his designees to execute any service contracts and subsequent amendments necessary to fulfill the County's responsibility under the Sheriff's 2017 EMPG Expenditure Plan and which within budgeted appropriations
Governing body: Board of Supervisors
District: All
Attachments: 1. A - Resolution, 2. Adopted Resolution, 3. Minute Order

Date	Ver.	Action By	Action	Result
9/12/2017	1	Board of Supervisors	Adopted	

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Sheriff recommends that the Board of Supervisors:

1. Adopt a resolution approving participation in the federally funded 2017 Emergency Management Performance Grant for the period of July 1, 2017 through June 30, 2018 and designating the Sheriff or his designees to execute any actions necessary for the purpose of obtaining Federal Financial Assistance through this grant;
2. Approve an Appropriation Transfer Request (ATR) of \$213,618 to recognize the unanticipated allocation of federal funds to Solano County to make improvements in the County's capability to prepare for, mitigate, respond to and recover from emergencies and disasters (4/5 vote required);
3. Authorize the Sheriff or his designees to execute any service contracts and subsequent amendments necessary to fulfill the County's responsibility under the Sheriff's 2017 EMPG Expenditure Plan and which within budgeted appropriations.

SUMMARY:

The State of California's Office of Emergency Services (Cal OES), annually allocates and administers federal funds through the State's Emergency Management Performance Grant (EMPG) Program for the purpose of improving emergency management capabilities at the state, local and tribal levels. Cal OES has allocated to the Solano County Sheriff's Office of Emergency Services (OES) \$213,618 in EMPG funds, for the period of July 1, 2017 through June 30, 2018, to strengthen the County's ability to plan for, prevent, protect from,

mitigate against, respond to, and recover from emergencies, disasters, crimes and terrorist events.

Since 2003, EMPG funds have been used to support the County's emergency preparedness efforts and this fiscal year EMPG will continue to sustain the operation, equipment acquisition, training and planning needs of the County's emergency preparedness system. The Sheriff's 2017 EMPG Expenditure Plan includes: the employment of an extra-help Emergency Services Technician position to assist in the daily activities and operations of emergency management; an extra-help Special Project Manager to assist with an audit and update of the inventory management system; the purchase of a state of the art emergency notification and alert system; the purchase of equipment to assist in the response to and recovery from emergencies; the hiring of a consultant to provide ongoing training to emergency responders; and airing of advertisements to raise the public's awareness of disaster preparedness. A more detailed description of each project follows in the Discussion section.

2017 EMPG EXPENDITURE PLAN

Extra-Help Emergency Services Technician	\$ 28,000
Extra-Help Special Project Manager	\$ 27,000
Mass Alert and Warning System	\$ 70,000
Solano Multi-Hazard Mitigation Plan Update	\$ 50,000
OES Emergency Operation Center Training and Exercise	\$ 20,000
OES Inventory Management System Update	\$ 13,000
Support of daily Emergency Operation Center Operations	\$ 3,618
Communicate Disaster Preparedness to Public	\$ 2,000
GRANT TOTAL	\$213,618

FINANCIAL IMPACT:

The EMPG Program requires a fifty percent (50%) cash or in-kind match. Solano County's match requirement is \$213,618 and the Sheriff intends to fulfill the match obligation with the FY2017/18 salary and benefit costs of the Emergency Services Manager, the Emergency Services Coordinator, the OES Emergency Services Technician, and OES volunteer eligible hours. The Appropriation Transfer Request will increase appropriations by \$213,618 to improve emergency response capabilities and are entirely offset with unanticipated EMPG revenue. Board approval will not impact the County General Fund.

Grant expenditures will be reimbursed quarterly by Cal OES and will not significantly impact the Fund's cash flow.

DISCUSSION:

Federal funds are provided to assist state, local, tribal and territorial governments in preparing for all hazards, as authorized by Section 662 of the *Post Katrina Emergency Management Reform Act* (6 U.S.C. § 762) and the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (42 U.S.C. §§ 5121 et seq.). Title VI of the *Stafford Act* authorizes Federal Emergency Management Agency (FEMA) to make grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the federal government and the states and their political subdivisions.

The County has been participating in the EMPG for more than ten years. This year EMPG will continue to support the County's emergency management capabilities and the projects will sustain and improve the training, education, and equipment needs of the County. The projects chosen for funding this year were developed by OES based on OES' assessment and prioritization of the operational needs of their staff, members of the Emergency Operations Center (EOC) roster and volunteer response teams. A detailed description is enumerated below:

\$28,000 to continue to fund an extra-help Emergency Services Technician to assist the full-time OES Emergency Services Technician with the ordering, monitoring, maintenance, issuance and inventory of grant funded equipment and the planning and coordinating of training programs. OES has utilized 1 part-time, extra-help Emergency Services Technician continuously since November 2010 and EMPG has been used to fund this position. As the responsibilities of OES continue to intensify, this position has become ever more critical to the successful operation and ever-present readiness of the EOC. OES is giving consideration to the need for an additional full time Technician position.

\$27,000 to fund an extra-help Special Project Manager to conduct an extensive audit of all grant purchased equipment. OES has purchased over 1,200 pieces of equipment that must be inventoried every two years per Federal regulations, Title 2 Part 200 Section 200.313 - Equipment. OES will be upgrading the inventory system during this fiscal year which the Manager will over-see. The inventory management system update requires an in-depth analysis of all previous grant awards and financial management workbooks to complete the audit.

\$70,000 to purchase a mass notification and alerting system that will provide state and local governments with a unified critical communication suite to be better prepared, make better decisions, and respond quickly and confidently during disruptive events. The current system, CitiWatch, is being phased out by the vendor. A newer, more advanced platform will be utilized for a multitude of notification applications including internal and external to the County and will be made available to all Cities within the County.

\$50,000 to contract for consultant services to update the County's Local Multi-Hazard Mitigation Plan. Federal and State guidance require this plan to be updated every five (5) years and submitted for approval. A FEMA-approved hazard mitigation plan is a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects in order to be eligible for certain grants, and disaster reimbursement projects. Hazard mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. It is most effective when implemented under a comprehensive, long-term mitigation plan. State, tribal, and local governments engage in hazard mitigation planning to identify risks and vulnerabilities associated with natural disasters, and develop long-term strategies for protecting people and property from future hazard events. Mitigation plans are key to breaking the cycle of disaster damage, reconstruction, and repeated damage.

\$20,000 to contract for consultant services to conduct a Homeland Security Exercise and Evaluation Program (HSEEP) focusing on the County and Cities' EOCs. The exercise will evaluate communications and coordination of disaster response throughout the County. The exercise will also be used to validate and test County's recently updated EOP. The capabilities and scenario will be identified by an exercise planning team made up of County and City staff and led by the contracted consultant.

\$13,000 to upgrade the OES' current grant inventory management system, IntelliTrak. This system was purchased with grant funding in 2013 to manage the large amount of inventory that must be tracked and inventoried every two years per Federal regulation. The upgrade will provide necessary software updates and training for staff on the management of the system.

\$3,618 to support the day to day operations of the EOC by covering redundant communication systems and to purchase supplies.

\$2,000 to create and present disaster preparedness advertisements to the general public. Cal OES requires that all grantees use a portion of the grant funds for public announcements and preparedness advertisements.

ALTERNATIVES:

The Board of Supervisors could choose not to authorize participation in the program; however, this alternative is not recommended as non-participation may negatively impact the County's response to emergencies and disasters. Additionally, this alternative is not fiscally prudent as funds would be redistributed to other counties and without these funds, the Sheriff does not have sufficient appropriation to carry out the program activities.

OTHER AGENCY INVOLVEMENT:

Human Resources was consulted regarding the use of an extra-help Emergency Services Technician.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION