



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 7/9/2024

To: Board of Supervisors

Department or Agency Name(s): Permit Sonoma

Staff Name and Phone Number: Tennis Wick, Misha Bailey (707) 565-1143

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Authorized Agents for California Governor's Office of Emergency Services / Federal Emergency Management Agency Financial Assistance

Recommended Action:

- A) Designate Permit Sonoma's Director, Assistant Director, and Deputy Director positions as authorized agents to be filed with the California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining and maintaining disaster and federal financial assistance.
- B) Authorize the Chair to execute the "Designation of Applicant's Agent Resolution for Non-State Agencies" (Cal OES 130 form) on behalf of the County of Sonoma, for the authorized agents above.

Executive Summary:

This item authorizes Permit Sonoma to file required forms with the California Governor's Office of Emergency Services (Cal OES), to update its designation of authorized agents for the purpose of obtaining and maintaining disaster and federal financial assistance and grants. Cal OES requires this designation to be updated every three years, or sooner if the list of authorized agents needs to be changed for any reason. Your Board last made these designations in 2023 for Permit Sonoma, but with the addition of the Assistant Director position, the Cal OES designation must be updated to add this position to the list of Permit Sonoma's authorized agents. This delegation is required in order for Permit Sonoma to continue grant management and administration for three Hazard Mitigation Grant Program grants and one Building Resilient Infrastructure and Communities grant. This resolution will add Permit Sonoma's new position of Assistant Director to the Department's list of authorized agents.

Discussion:

On April 4, 2023, the Board of Supervisors designated authorized agents for multiple departments, including Permit Sonoma, under Cal OES' "Designation of Applicant's Agent Resolution for Non-State Agencies" form (Cal OES 130 form). Since then, Permit Sonoma has added a new executive leadership position of Assistant Director.

Staff recommends that the Board designate Permit Sonoma's Assistant Director as an additional authorized agent to be filed with Cal OES. This action requires completing a new Cal OES 130 form listing Permit Sonoma's Director, Assistant Director, and Deputy Director positions as authorized agents. The new form will replace

Permit Sonoma's prior versions of this form.

Cal OES allows for a universal designation that is "effective for all open and future disasters/grants" (Cal OES 130 form) for a three-year period. This designation will allow Permit Sonoma's authorized agents to complete any actions necessary for the purpose of maintaining existing Cal OES and Federal Emergency Management Agency (FEMA) funded projects, such as the awarded Hazard Mitigation Grant Program grants and Building Resilient Infrastructure and Communities grant that the Department currently manages, as well as pursuing future funding opportunities through Cal OES. This universal designation is necessary to continue operations for Permit Sonoma's currently-awarded FEMA grants. Future actions and approvals by your Board may be required with regard to specific grant actions and future funding opportunities, as appropriate.

Strategic Plan:

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

Pillar: Organizational Excellence

Goal: Goal 4: Seek out grant funding to enhance programs and improve infrastructure

Objective: Objective 1: Secure a total of \$60 million in grant funding by 2026 for strategic priorities, including technology tools, climate resiliency, and other capital projects.

Racial Equity:**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

Prior Board Actions:

04/21/2020: Designating Directors of the Emergency Management, Transportation and Public Works, Permit Sonoma, Information Systems, and the Community Development Commission as Cal OES authorized agents.

04/04/2023: Re-authorizing Cal OES authorized agent designations approved in 2020 and combining certain designations for efficiency purposes to meet Cal OES requirements.

FISCAL SUMMARY**Narrative Explanation of Fiscal Impacts:**

There are no fiscal impacts related to this administrative action.

Narrative Explanation of Staffing Impacts (If Required):

There are no staffing impacts associated with this designation process.

Attachments:

Attachment A Cal OES Form 130

Related Items "On File" with the Clerk of the Board:

None.