



## COUNTY OF SONOMA

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

### SUMMARY REPORT

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**Agenda Date:** 1/4/2022

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**To:** Board of Supervisors, County of Sonoma  
**Department or Agency Name(s):** Emergency Management  
**Staff Name and Phone Number:** Christopher Godley / 565-1152  
**Vote Requirement:** 4/5th  
**Supervisorial District(s):** All Districts

**Title:**

Memorandum of Understanding with the City and County of San Francisco for the distribution of FY2021 Urban Area Security Initiative grant funds

**Recommended Action:**

- A) Authorize the Director of Emergency Management to execute the Urban Areas Security Initiative Memorandum of Understanding with the City and County of San Francisco for the receipt of Urban Areas Security Initiative regional grant funds totaling \$70,000; term November 1, 2021, through December 31, 2022. ☐
- B) Adopt a Budget Resolution authorizing additional Fiscal Year 2021-22 budget appropriations in the amount of \$70,000 for grant program revenue and expenditures. (4/5<sup>th</sup> Vote Required)
- C) Authorize the Director of Emergency Management to execute any future subsequent modifications to this Memorandum of Understanding with the City and County of San Francisco to accept additional Urban Area Security Initiative grant funds in an amount not-to-exceed \$112,558, through December 31, 2022.

**Executive Summary:**

The Memorandum of Understanding (MOU) between the Sonoma County Department of Emergency Management (DEM) and the City and County of San Francisco authorizes funding awarded to Sonoma County for the Urban Areas Security Initiative (UASI) Fiscal Year 2021. The City and County of San Francisco serves as the UASI program fiscal agent. The UASI program has awarded \$70,000 to the County of Sonoma to support the ability of North Bay emergency management staff in Sonoma, Solano, Napa, and Marin counties (UASI North Bay Hub) to attend and participate in regional and national training opportunities and conferences.

Disasters often affect multiple counties and neighboring counties are often requested to provide staff, logistics, and management resources. This project will enable a contingent of 15+ emergency management staff from across the North Bay to attend and participate in credentialed training opportunities and conferences including the California Emergency Services Association and National Homeland Security Association conferences. Funds will support conference/training registration and travel (hotel, airfare, per diem) as well as meeting space rental, materials and supplies.

During the Program Fiscal Year, if additional funding becomes available late in the cycle to fund additional projects, this item also requests authorization for the Director of Emergency Management to execute any future, subsequent modifications to the Memorandum to accept Initiative grant funds for FY2021-22 in an amount not-to-exceed \$112,558. The grant allows for a 20 percent buffer of the total UASI North Region award for these unanticipated needs. The total North Region award for FY2021 was \$562,791.

**Discussion:**

The United States Department of Homeland Security administers a Homeland Security Grant Program, which includes the UASI Program (Program). The Program addresses the unique planning, equipment, training, and exercise needs of high-threat, high-density urban areas and assists those areas in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from threats, acts of terrorism, and natural disasters such as earthquakes and wildfires. The City and County of San Francisco acts as the fiduciary agent for federal funds distributed for approved projects. Sonoma County DEM is a sub-grantee for project reimbursement-based funds outlined in the parameters and deliverables of the Memorandum.

UASI has awarded \$70,000 to Sonoma County for UASI Northern California Regional Hub emergency preparedness training and conferences, during the period of November 1, 2021 through December 31, 2022. The Department intends to use the grant funds to support staff from Sonoma, Solano, Napa and Marin counties to participate in training opportunities and conferences during the current FY21-22 and will budget for and incur costs against this grant in the FY21-22 budget. Any remaining unspent funds will be appropriated for in the FY22-23 budget through the term of the grant period, December 31, 2022.

Disasters often affect multiple counties and neighboring counties are often requested to provide staff, logistics, and management resources. This project will enable a contingent of 15+ emergency management staff from across the North Bay to attend and participate in credentialed training opportunities and conferences including the California Emergency Services Association and National Homeland Security Association conferences. While at the events, Sonoma County will host a meeting of North Bay Area representatives in order to build/reinforce relationships, review potential resources, and plan strategic mutual aid efforts that support disaster response and recovery. The training, combined with the facilitated discussions, will support the long-term development of the emergency management capabilities needed to coordinate information and resource allocations in and among the North Bay counties. Funds will support conference/training registration and travel (hotel, airfare, per diem) as well as meeting space rental, materials and supplies.

The Board has approved all prior initiative funding beginning in FY2006-07. Since the inception of the Memorandum, Sonoma County has received over \$4 million in grant funds and property transfers from the Program - primarily first responder equipment and communications. By way of example, four shelter trailers were received in 2020 and almost immediately deployed in support of the LNU Complex and Glass fires. Additionally, the County has benefited from studies addressing resiliency, public information and warning,

continuity of government operations, and sheltering, while participating in Initiative-funded training and exercises related to terrorism, emergency management, and recovery. The Initiative-funded training program has provided extensive training opportunities for first responders of all-disciplines such as public health, law enforcement, fire, search and rescue, and emergency management, at little-to-no cost to Sonoma County.

During the Program Fiscal Year, funding often becomes available late in the cycle to fund additional projects. In order to take advantage of these funding opportunities, which often require immediate action to accept and spend the funds on available projects, this item is also requesting authorization for the Director of Emergency Management to execute any future, subsequent modifications to the Memorandum to accept Initiative grant funds for FY2021 in an amount not-to-exceed \$112,558. The grant allows for a 20 percent buffer of the total North Regional grant for these unanticipated needs. The FY2021 North Region award totaled \$562,791. Past purchases under this authority have included cots and blankets used for shelters during the October 2017 Fires as well as first responder training opportunities. Anticipated potential projects that may be eligible for additional grant funds include staff participation at regional and national training events and the purchase of emergency response supplies. This potential future funding amount not-to-exceed \$112,558 would be in addition to the current awarded grant funds of \$70,000. Should additional grant awards be made available, those revenues and expenditures will be incorporated in the FY21-22 budget as part of a consolidated budget adjustment, or will be included in the FY22-23 budget, depending upon the notification of the additional grant award.

As per the Memorandum, any unspent funding will be forfeited back to the Initiative. The Board of Supervisors has approved the annual UASI MOU since FY2006-07.

**Strategic Plan:**

N/A

**Prior Board Actions:**

11/10/2020: Approved the FY20 MOU with the City and County of San Francisco.

02/25/2020: Approved the FY19 MOU with the City and County of San Francisco.

The Board of Supervisors has approved the annual UASI MOU since FY2006.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 21-22 Adopted</b>	<b>FY22-23 Projected</b>	<b>FY 23-24 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested	\$70,000		
<b>Total Expenditures</b>	<b>\$70,000</b>		
<b>Funding Sources</b>			
General Fund/WA GF			

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State/Federal	\$70,000		
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$70,000</b>		

**Narrative Explanation of Fiscal Impacts:**

This pass-through federal funding will be appropriated by Budget Resolution from this Board Item in the FY21-22 budget, and any remaining balance unspent in FY21-22 will be carried over into the recommended FY 22-23 budget. Per the MOU, funds are required to be spent by December 31, 2022. If the Department executes a revised agreement for additional unanticipated funds, the Department will return during Consolidated Budget Adjustments to increase appropriations accordingly.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

None.

**Attachments:**

- 1) Budget Adjustment Resolution
- 2) MOU with the City and County of San Francisco

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

None.