



## COUNTY OF SONOMA

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

### SUMMARY REPORT

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**Agenda Date:** 7/9/2019

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

**Title:**

Amendment to Memorandum of Understanding with the City and County of San Francisco for the distribution of Urban Area Security Initiative Fiscal Year 2018 grant Funds

**Recommended Action:**

Authorize the Director of Emergency Management to execute an amendment to the Urban Areas Security Initiative Memorandum of Understanding with the City and County of San Francisco for the receipt of Urban Areas Security Initiative fiscal year 2018 grant funds eliminating the funding of the North Bay Hub Risk/Capability Planner and Program Manager position (\$80,000), adding a Portable Wireless Communication System (\$36,663), adding Training Program funds (\$203,209), and maintaining funding P25 dual band radios for the Sheriff's multi-band communication system (\$28,000), for a new amount not-to-exceed \$267,872.

**Executive Summary:**

This amendment to the Memorandum of Understanding ("Memorandum") between the Sonoma County Department of Emergency Management and the City and County of San Francisco allows for reallocation of and additional funding for the Urban Areas Security Initiative grant funds awarded to Sonoma County in May 2018 and extends the term of the Memorandum through June 30, 2020.

**Discussion:**

The Memorandum between the Sonoma County Department of Emergency Management and the City and County of San Francisco, as fiscal agent for the Urban Areas Security Initiative, approved on January 29, 2019, allows for grant funding for the North Bay Hub awarded to Sonoma County in May 2018. The Initiative originally allocated \$80,000 for funding of a North Bay Hub Risk/Capability Planner and Program Manager position allocated to the Department of Emergency Management, and an additional \$28,000 to fund P25 dual-band radios for the Sheriff's multi-band communication system for grant Fiscal Year 18. Due to the reorganization of the Department of Emergency Management, it was determined that the North Bay Hub Program Manager position would no longer be necessary. The amendment reflects the elimination of \$80,000 to fund this planning position. The existing department FTE allocation was modified to a Public Information position with the implementation of the new department.

Additional Program funding often becomes available late in the cycle to fund additional projects. The original

Memorandum requested authorization for the Director of Emergency Management to execute any future, subsequent modifications to the Memorandum to accept Initiative grant funds in an amount not-to-exceed \$60,000.

Additional funding has become available during this grant cycle which exceeds \$60,000. This includes \$36,663 for a Portable Wireless Communication System, and \$203,209 one-time Training Program funds due to the elimination of the annual Urban Shield regional training exercise. Funds will provide for contracted training courses in the areas of emergency management and public safety. The list of specific courses is be finalized based on stakeholder input however currently identified courses include Business Continuity/Disaster Recovery certification, Public Information Officer Crisis Communications, and Emergency Operations Center Section Chiefs. All Operational Area jurisdictions, including the County, cities, and special districts, will be invited to participate. Training offerings will begin in September 2019 and continue through March 2020. The Department of Emergency Management will administer the project and manage course contracting, distribution, and student enrollment. The amendment also reflects an extension in the term of the Memorandum from February 28, 2020, to June 30, 2020.

**Prior Board Actions:**

01/29/2019: Authorized the Director of Emergency Management to Execute the Urban Areas Security Initiative Memorandum of Understanding Fiscal Year 2018 grant funds.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 19-20 Adopted</b>	<b>FY20-21 Projected</b>	<b>FY 21-22 Projected</b>
Budgeted Expenses	\$276,872		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$276,872</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal	\$276,872		
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$276,872</b>		

**Narrative Explanation of Fiscal Impacts:**

The additional grant funds were factored into the FY19-20 adopted Budget.

<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>

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

None.

**Attachments:**

First Amendment to MOU

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

None.