



## COUNTY OF SONOMA

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

### SUMMARY REPORT

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**Agenda Date:** 11/10/2020

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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  
**Supervisory District(s):** Countywide

**Title:**

Memorandum of Understanding with the City and County of San Francisco for the distribution of FY20 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 \$273,479; term November 1, 2020, through December 31, 2021. ☐
- B) Adopt a Budget Resolution authorizing additional Fiscal Year 2020-21 budget appropriations in the amount of \$273,479 for grant program revenue and expenditures. ☐
- 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 Urban Area Security Initiative grant funds in an amount not-to-exceed \$80,000, through December 31, 2021.

**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 2020. The City and County of San Francisco serves as the UASI program fiscal agent. The UASI program has awarded \$273,479 to the County of Sonoma to purchase a Mobile Incident Command Trailer (MICT) for the Sonoma County Operational Area. An MCIT will provide County Emergency Operations Center (EOC) staff, Operational Area partners, and local, state and federal agency partners additional flexible work space to perform emergency response planning, and recovery & response missions. Starting with the 2019 Kincadee fire event, the County has expended \$125,620 under a lease contract for mobile trailer services that housed the emergency Communications and Public Information teams.

**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 \$273,479 to Sonoma County to purchase a Mobile Incident Command Trailer (MICT), during the period of November 1, 2020 through December 31, 2021. The Department anticipates purchasing the trailer capability in the current Fiscal Year 2020-21 and will budget for and incur costs against this grant in the Fiscal Year 2020-21 budget. Acquiring the MICT capability will allow the County to provide the Operational Area to enhance Multi-Jurisdictional/Inter-Jurisdictional All Hazards Incident Planning and Response & Recovery capabilities. The vehicle(s) will consist of customized 45' dry van cargo trailer(s) with expandable sides, onboard power generation, and equipped with integrated workstations and communications capable of supporting up to 50 staff. This will allow County Emergency Operations Center (EOC) staff, Operational Area partners, and local, state and federal agency partners additional work space to perform emergency response planning and recovery & response missions, either in conjunction with the EOC on-site at the County Administration Complex, or mobilized as needed to Incident Command sites within the Operational Area.

The Board has approved all prior initiative funding beginning in FY 2006. Since the inception of the Memorandum, Sonoma County has received over \$3.7 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 FY20 in an amount not-to-exceed \$80,000. The grant allows for a 20 percent buffer of the total Regional grant for these unanticipated needs. 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 \$80,000 would be in addition to the current awarded grant funds of \$273,479.

As per the Memorandum, any unspent funding will be forfeited back to the Initiative.

**Prior Board Actions:**

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02/25/2020: Approved the FY19 MOU with the City and County of San Francisco; the Board has approved the annual UASI MOU since FY06.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested	\$273,479		
<b>Total Expenditures</b>	<b>\$273,479</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal	\$273,479		
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$273,479</b>		

**Narrative Explanation of Fiscal Impacts:**

This pass-through federal funding will be appropriated in the FY20-21 budget. Per the MOU, funds are required to be spent by December 31, 2021. If the Department executes a revised agreement, 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:**

Budgetary Adjustment Resolution (A1)  
Draft MOU with the City and County of San Francisco (A2)

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

None.