



To: Bay Area UASI Approval Authority
From: Craig Dziedzic, General Manager
Date: January 10, 2013
Re: Item #3: General Manager's Report

Recommendations:

- (a) Management Team Staff Update (Discussion Only)
- (b) UASI FY 2013 Project Proposal Update. (Discussion Only)

Action or Discussion Items:

- (a) Management Team Staff Update (Discussion Only)
- (b) UASI FY 2013 Proposal Update (Discussion Only)

Discussion/Description:

- (a) Management Team Staff Update (Discussion Only)

Public Health Project Manager Position

Lani Kent has been hired as the public health project manager and will begin working on the Management Team on January 22, 2013. As background information, Ms. Kent has earned a master's degree of public policy and public health from the University of California at Berkeley, CA and a Bachelor of Arts in sociology at California State University at Hayward, CA. She currently works as a Project Manager for the Controller's Office for the City and County of San Francisco whereby she develops and manages a portfolio of complex projects involving health, human services and public safety agencies. Prior to working for the Controller's Office, Ms. Kent worked as a project coordinator for the California Department of Public Health in Richmond, CA. Ms. Kent is a resident of Oakland, and will be directly reporting to Janell Myhre, UASI Regional Program Manager.

Contract Specialist Position

Mikyung Kim-Molina has been appointed into a permanent civil service position as the contract specialist for the Management Team. In the past year, Mikyung worked in a

temporary position as a contract specialist, which involves overseeing and managing the MOU process as well as ensuring that all of the contracts with the various UASI jurisdictions comply with local, state, and federal grant requirements. Mikyung has extensive experience working as program support analyst and senior administrative analyst. Prior to joining the UASI Management Team in 2011, Mikyung managed several complex grants and projects at the San Francisco Department of Human Services whereby her duties included monitoring contract compliance for a portfolio of multiple large projects.

(b) UASI FY 2013 Project Proposal Update (Discussion Only)

As a brief update regarding 2013 project proposal process, the new on-line submission process received over 150 proposals as opposed to 86 proposals last year. Project forms have been completed more thoroughly than last year, and the proposal initiators needed minimal follow-up guidance. Four kick-off informational meetings were held throughout November, one in each Hub, reaching over 140 attendees. Four workgroup vetting meetings were held in Dublin and/or San Jose throughout December, reviewing and vetting over 125 projects with over 150 attendees.

Currently, we are preparing to conduct the traditional four Hub meetings during the month of January 2013. All Approval Authority members have received a copy of their jurisdiction's project proposals for preview. Electronic copies of the Hub Selection meeting materials are being sent to Approval Authority and Hub voting members.