Approval Authority Meeting
Thursday, January 10, 2013
10:00 a.m.

LOCATION
Alameda County Sheriff's Office OES
4985 Broder Blvd., Dublin, CA 94568
OES Assembly Room

AGENDA

1. **CALL TO ORDER**
   ROLL CALL

UASI Chair	Anne Kronenberg, City and County of San Francisco
UASI Vice-Chair	Rich Lucia, County of Alameda
Member	Raymond Guzman, City and County of San Francisco
Member	Renee Domingo, City of Oakland
Member	Chris Godley, City of San Jose
Member	Emily Harrison, County of Santa Clara
Member	Mike Casten, County of Contra Costa
Member	Bob Doyle, County of Marin
Member	Sherrie L. Collins, County of Monterey
Member	Carlos Bolanos, County of San Mateo
Member	Mark Aston, County of Sonoma
Member	Brendan Murphy, CalEMA
General Manager	Craig Dziedzic

2. **APPROVAL OF THE MINUTES** (Discussion, Possible Action)
   Discussion and possible action to approve the draft minutes from the December 13, 2012 regular meeting or take any other action related to the matter. *(Document for this item includes draft minutes from December 13, 2012.)* 5 mins.

3. **GENERAL MANAGER'S REPORT**
   The General Manager will give an update regarding the new UASI Medical and Health Project position. *(Document for this item is the Management Team Staff Update.)* 5 mins.

4. **STATEWIDE DEBRIS REMOVAL PLAN** (Discussion, Possible Action)
   Mary Landers will provide a presentation on the Statewide Debris Removal Plan. Possible action to approve any recommendation(s) or take any other action related to this matter. (*Document for this item is a report from Mary Landers.*) 10 mins.

5. **BAY AREA UASI WEBSITE PRESENTATION**(Discussion, Possible Action)
   Elizabeth Holden will provide a presentation on the Bay Area Website. Possible action to approve any recommendation(s) or take any other action related to this matter. (*Document for this item is a report from Elizabeth Holden.*) 10 mins.

6. **CYBER SECURITY UPDATE** (Discussion, Possible Action)
   Donovan McKendrick will provide a presentation on the NCRIC Analysis on Cyber Security. Possible action to support any recommendation(s) or take any other action related to this matter. 10 mins.

7. **FY 2011 UASI GRANT EXPENDITURE** (Discussion)
   Tristan Levardo will provide an update on the FY 2011 UASI Expenditure report. *(Document for this item is a report from Tristan Levardo.)* 5 mins.

8. **REGIONAL CATASTROPHIC PREPAREDNESS GRANT PROGRAM (RCPGP) PROJECT UPDATES** (Discussion, Possible Action)
   Janell Myhre will provide an update of RCPGP projects. Possible action to approve any recommendation(s) or take any other action related to this matter. *(Document for this item is a report from Janell Myhre.)* 5 mins.

9. **REPORT FROM THE BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM JOINT POWERS AUTHORITY(BayRICS JPA)** (Discussion, Possible Action)
   Report from Barry Fraser regarding the BayRICS JPA. Possible action to approve the report or take any other action related to this matter. (*Document for this item is a report from Barry Fraser.)* 10 mins.

10. **TRACKING TOOL** (Discussion, Possible Action)
    Review the tracking tool for accuracy and confirmation of deadlines. Possible action to add or clarify tasks for the Management Team or take other action related to the tracking tool. (*Document for this item is the UASI Approval Authority Tracking Tool.)* 5 mins.

11. **ANNOUNCEMENTS-GOOD OF THE ORDER**

12. **FUTURE AGENDA ITEMS** (Discussion)
    The Approval Authority members will discuss agenda items for future meetings.

13. **GENERAL PUBLIC COMMENT**
    Members of the Public may address the Approval Authority for up to three minutes on items within the jurisdiction of the Bay Area UASI Approval Authority.

14. **ADJOURNMENT**

If any materials related to an item on this agenda have been distributed to the Approval Authority members after distribution of the agenda packet, those materials are available for public inspection at the Department of Emergency Management located at 1011 Turk Street, San Francisco, CA 94102 during normal office hours, 8:00 a.m.- 5:00 p.m.

Public Participation:

It is the policy of the Approval Authority to encourage and permit public participation and comment on matters within the Approval Authority's jurisdiction, as follows.

- *Public Comment on Agenda Items*. The Approval Authority will take public comment on each item on the agenda. The Approval Authority will take public comment on an action item before the Approval Authority takes action on that item. Persons addressing the Approval Authority on

an agenda item shall confine their remarks to the particular agenda item. For each agenda item, each member of the public may address the Approval Authority once, for up to three minutes. The Chair may limit the public comment on an agenda item to less than three minutes per speaker, based on the nature of the agenda item, the number of anticipated speakers for that item, and the number and anticipated duration of other agenda items.

- *General Public Comment*. The Approval Authority shall include general public *comment* as an agenda item at each meeting of the Approval Authority. During general public comment, each member of the public may address the Approval Authority on matters within the Approval Authority's jurisdiction. Issues discussed during general public comment must not appear elsewhere on the agenda for that meeting. Each member of the public may address the Approval Authority once during general public comment, for up to three minutes. The Chair may limit the total general public comment to 30 minutes and may limit the time allocated to each speaker depending on the number of speakers during general public comment and the number and anticipated duration of agenda items.

- *Speaker Identification*. Individuals making public comment may be requested, but not required, to identify themselves and whom they represent.

- *Designated Public Comment Area*. Members of the public wishing to address the Approval Authority must speak from the public comment area.

- *Comment, Not Debate*. During public comment, speakers shall address their remarks to the Approval Authority as a whole and not to individual Approval Authority representatives, the General Manager or Management Team members, or the audience. Approval Authority Representatives and other persons are not required to respond to questions from a speaker. Approval Authority Representatives shall not enter into debate or discussion with speakers during public comment, although Approval Authority Representatives may question speakers to obtain clarification. Approval Authority Representatives may ask the General Manager to investigate an issue raised during public comment and later report to the Approval Authority. The lack of a response by the Approval Authority to public comment does not necessarily constitute agreement with or support of comments made during public comment.

- *Speaker Conduct.* The Approval Authority will not tolerate disruptive conduct by individuals making public comment. Speakers who use profanity or engage in yelling, screaming, or other disruptive behavior will be directed to cease that conduct and may be asked to leave the meeting room.

Disability Access
The UASI Approval Authority will hold its meeting at the Alameda County Sheriff's Office OES located at 4985 Broder Blvd. in Dublin, CA 94568.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify Nubia Mendoza, at least 24 hours prior to the meeting at (415) 353-5223.

Bay Area UASI Program
Approval Authority Meeting
Thursday, December 13, 2012
10:00 a.m.

LOCATION
Alameda County Sheriff's Office OES
4985 Broder Blvd., Dublin, CA 94568
OES Assembly Room

REGULAR MEETING MINUTES
DRAFT

1. Roll Call

Chair Kronenberg called the meeting to order from closed session at 10:25 am. UASI General Manager Craig Dziedzic took roll and Chair Kronenberg, Vice Chair Lucia, Members Godley, Collins, Murphy, Aston, Guzman, Domingo, and Casten were present. Members Bob Doyle, Emily Harrison, and Carlos Bolanos were absent, but their respective alternates Dave Augustus, Ken Kehmna, and Mark Wyss were present.

2. Approval of the Minutes

Motion: Approve the minutes from the November 8 Approval Authority meeting.

Moved: Member Domingo   **Seconded:** Member Aston
Vote: The motion passed unanimously

Chair Kronenberg moved to item 3.

3. General Manager's Report

Craig Dziedzic, UASI General Manager, provided a report on the UASI FY 2012 update, UASI FY 13 Project Proposal update, a ratification of International Travel for Chair Kronenberg, approval of the 2013 Calendar for Approval Authority meetings, and the Management Team Staff update.

(a) UASI FY 2012

Mr. Dziedzic indicated that the FY 2012 Accept and Expend legislation was approved by the San Francisco Board of Supervisors on November 20, 2012 and signed by Mayor Lee on November 29th. The UASI Management Team's goal is to have all MOUs distributed by the end of December. Changes were made to the boiler plate on the MOUs to avoid a formal process

regarding amending the MOU. Mr. Dziedzic stated that the FY 2012 UASI is a two year performance period, which closes on May 31, 2014. All purchases must be completed by the end of the sub-recipient performance period (i.e., November 30, 2013), and all reimbursement claims need to be submitted by January 3, 2014.

(b) UASI FY 2013 Project Proposal Update

Mr. Dziedzic gave an update of the 2013 project proposal process. From Nov. 12- Nov. 30, the Management Team completed the four Bay Area Kick-off training meetings and accepted on-line project proposals. Mr. Dziedzic requested a ten percent cap per hub be placed on personnel.

Mr. Hober requested that hub members have a soft copy of all the projects that will be vetted and voted on. Mr. Dziedzic stated that he can accommodate the request. To improve the project proposal process, Ms. Myhre stated that an evaluation form will be uploaded onto the Bay Area UASI with a request for feedback from all members of the workgroup and hub.

(c) General Manager's Approval of International travel for Chair Kronenberg

Mr. Dziedzic informed the board that Chair Kronenberg was invited by faculty members of Harvard's National Preparedness Leadership Initiative (NPLI) program to participate in their upcoming delegation to Israel for a workshop and informational exchange on population resilience.

Mr. Dziedzic indicated that according to the Bay Area UASI travel policy, approval is required by both him and the Approval Authority for international travel and travel to non-continental destinations. Mr. Dziedzic approved Chair Kronenberg's request to travel and recommended the approval and ratification of the trip to the Approval Authority. The total cost for the trip is approximately $8,546, which will be paid for with UASI FY 2010 grant funds. Both CalEMA and FEMA have also already approved the request.

Chair Kronenberg indicated that she will take questions from the Approval Authority and Advisory Group members or alternates questions with her on the trip. For the Approval Authority meeting in February, Chair Kronenberg will report on the information she gathered along with details of the trip.

Motion: Approve the ratification and expenditure of $8,546 for Chair Kronenberg to travel internationally to Israel for a workshop and informational exchange.

Moved: Vice Chair Lucia   **Seconded:** Member Godley
Vote: The motion passed unanimously

(d) Approval of 2013 Calendar for Approval Authority meetings

Mr. Dziedzic requested that the time and place of Approval Authority meetings for 2013 remain the same and take place on the second Thursday of each month at 10:00 AM at the Alameda County Sheriff's Office OES in Dublin, CA.

Motion: Approve the 2013 Calendar for Approval Authority meeting location and time.

Moved: Member Godley   **Seconded:** Member Collins
Vote: The motion passed unanimously

(e) Management Team Staff Update

Mr. Dziedzic reported an update on staff changes to the Management Team and the job positions that are currently open for application. The Board discussed the application process, the requirements, and eligibility to apply. Ms. Spaulding clarified that the Management Team did not seek out individuals from the private sectors but if individuals do apply, the Management Team cannot refuse the application. The Management Team will coordinate an interview panel and will then proceed to select the best candidate for the positions.

Chair Kronenberg moved to item 4.

4. Advisory Group Report

Dave Hober, Advisory Vice Chair, presented on behalf of the Advisory Group Chair, Mike Sena, who was not present. Mr. Hober reported that the Advisory Group met on November 29, 2012. The Advisory Group reviewed the UASI sustainment projects and discussed the allocation of funding for the FY 2013 UASI Grant planning process. The Advisory Group recommended that no additional sustainment projects be added in FY 2013.

The board discussed the progress and process for sustainment projects to develop self-sustaining methods.

Chair Kronenberg moved to item 5.

5. Election of UASI Officers for 2013

UASI General Manager Craig Dziedzic initiated the 2013 election of UASI officers by first accepting nominations for the Bay Area UASI Approval Authority Chair. Member Godley nominated Member Domingo and Alternate Kehmna seconded the nomination. Member Aston nominated Chair Kronenberg and Member Guzman seconded the nomination.

There was discussion regarding the Chair's initial starting term date. As clarification, Robin Donoghue, legal counsel for the Bay Area UASI stated that the term began after the date when the By-Laws were adopted (August 2011).

Mr. Dziedzic closed the nominations and asked each of the nominees to speak. After the nominees addressed the Board and the public, Mr. Dziedzic called the Board for a vote. Chair Kronenberg received eight votes and Member Domingo received three votes. Chair Kronenberg was re-elected as the Bay Area UASI Approval Authority Chair.

Mr. Dziedzic proceeded to accept nominations for the Bay Area UASI Approval Authority Vice Chair. CalEMA Representative, Brendan Murphy, nominated current Vice Chair, Rich Lucia. Member Domingo seconded the nomination. Mr. Dziedzic entertained a motion from the Board by acclamation of appointing Mr. Lucia as the Bay Area UASI Vice-Chair. Member Kehmna moved the motion and Member Casten seconded. The motion passed unanimously.

Chair Kronenberg moved to item 6.

6. UASI Ad Hoc Legislative Committee Trip to DC

Renee Domingo reported that the UASI Ad Hoc Legislative Committee will travel to Washington, DC, January 14 and 15 to meet with members of the Obama Administration and Congress. The purpose of the trip is to share the findings of the UASI's recently completed Grant Effectiveness Report, which evaluates UASI investments and demonstrates the need for ongoing funding to the Bay Area.

Ms. Domingo stated that the following UASI members will be travelling to DC: Chair Anne Kronenberg, Member Domingo, Member Godley, General Manager Craig Dziedzic, and Alternate Alden, who will provide staff support for the trip.

Member Domingo indicated that the committee will report back at the next Approval Authority meeting.

Chair Kronenberg moved to item 7.

7. FY 2010 UASI Expenditure Report

Tristan Levardo, Chief Financial Officer, reported on the FY 2010 UASI expenditure report. He stated that spending has increased to 63 percent. The following jurisdictions have completed their projects, and have received final payments from UASI: NCRIC, San Jose, San Mateo, Solano and Walnut Creek. Mr. Levardo indicated that those completed projects yielded grant dusts of about $175K.

Mr. Levardo indicated that the Management Team's intention for FY 2010 UASI is to achieve full (100 percent) grant spending and to avoid returning any funds and a request for a grant extension will be submitted. If the extension is granted, the grant dust will be reallocated to previously selected shovel-ready projects.

The Board discussed additional expenditures from different jurisdictions that will help reduce the obligated amount the jurisdictions owe by the deadline, January 31, 2013. Ms. Spaulding stated that the deadline for personnel costs will be extended for an additional month.

Chair Kronenberg moved to item 8.

8. Regional Catastrophic Preparedness Grant Program Project Updates

Janell Myhre, Regional Program Manager presented an update on the RCPGP FY 10 and FY 11 grants. Ms. Myhre gave an overview on the following:

- FY09 Statewide Debris Management Project
- FY10 Logistics Plan
- FY10 Community Preparedness/Public Information projects
- FY10 SPUR and ABAG projects
- FY11 Full Scale and Tabletop Exercise with on-line training package

Ms. Myhre indicated that a 25 percent match for RCPGP was being sought throughout Bay Area.

Chair Kronenberg moved to item 9.

9. 2012 Urban Shield

Dennis Houghtelling reported on the Urban Shield 2012 full-scale exercise. He stated that the exercise kick-off took place on Friday, October 26, 2012 and continued thru October 29. The final event took place on October 29 and included a vendor show, training seminar, hot-wash and recognition banquet. Commander Houghtelling introduced Alameda County Sheriff's Office Captain Tom Madigan, the Urban Shield 2012 Incident Commander to provide the After Exercise Summary presentation to the Approval Authority. The presentation provided an overview of the events and highlights which occurred during Urban Shield 2012.

Chair Kronenberg moved to item 10.

10. Filler Security Contract 2013-2014

Catherine Spaulding, UASI Assistant General Manager, recommended that the Approval Authority approve the scope of work for Filler Security Strategies (FSS) for calendar year 2013-2014. Ms. Spaulding stated that Josh Filler of Filler Security Strategies has worked with the Bay Area UASI since the fall of 2009 to provide strategic planning, risk management support, and effectiveness analysis. The scope of work along with key tasks and deliverables will include the following:

- Bay Area Homeland Security Strategy (will include a new cyber security objective)
- Effectiveness Report
- Measures and metrics for the capability assessment
- Integration of the Regional Catastrophic Preparedness Grant Program into the Urban Shield Full Scale Exercise

Ms. Spaulding stated that the total contract cost will be approximately $150,000 per year for two years, for a total of $300,000. This is an approximate savings of 20 percent compared to prior years.

Motion: Approve the Filler Security Strategy (FSS) contract with the scope of work for the calendar year 2013-2014.

Moved: Member Godley   **Seconded:** Member Aston
Vote: The motion passed unanimously

Chair Kronenberg moved to item 11.

11. Report from the Bay Regional Interoperable Communications System Joint Powers Authority (BayRICS JPA)

Barry Fraser, interim General Manager for the BayRICS JPA, reported on the status of the BayRICS JPA for the month of November. Mr. Fraser indicated that the BayRICS Authority will hold their next meeting on January 20, 2013.

Mr. Fraser also gave an update and overview of the following:

- Administration

- Financial Audit
- Site and Backhaul status
- 700MHz Spectrum Waiver, Spectrum Act, and FirstNet Update
- FirstNet Board Update
- FirstNet Public Safety Advisory Committee (PSAC)
- NTIA Notice of Inquiry (NOI)

The Board discussed the various differences from conceptual model and applications development on the network to commercial use of the applications development.

Chair Kronenberg moved to item 12.

12. Interoperable Project Proposal Process

Barry Fraser proposed that the Approval Authority consider revising to the UASI 2013 Grant Allocation process to allow regional interoperable voice communications projects be taken "off the top." Mr. Fraser stated that the Approval Authority should consider taking advantage of the BayRICS Authority's regional leadership on Interoperable Communication, by requesting that BayRICS review and validate regional funding priorities developed by the UASI Interoperability Work Group and make a final recommendation to the Approval Authority for the allocation of regional interoperable voice communications funding.

The Board discussed the role of the hubs and the changes that would occur if the UASI 2013 project process were to include BayRICS review of Interoperable Communication projects. The Board also discussed whether the BayRICS recommendation had been addressed at the Advisory Group. Advisory Group Vice Chair Dave Hober indicated that the proposal had been discussed but no recommendation has been made. The Board agreed to wait for the Advisory Group's recommendation prior to making any changes to the 2013 project process. Chair Kronenberg stated that the region would benefit from a regional assessment of the various ways Interoperable Communications are being utilized in every jurisdiction or Operational Areas.

There was also discussion concerning policy on purchasing handheld radios. The Management Team staff confirmed that there is no policy prohibiting this and such purchases are eligible for grant funds.

Motion: For the FY 2014 allocation process, BayRICS JPA is invited to create and submit proposals to the Advisory Group for a potential regional initiative and regional funding for Interoperable Communication projects.

Moved: Member Godley   **Seconded:** Member Kehmna
Vote: The motion passed unanimously

Chair Kronenberg moved to item 13.

13. Tracking Tool

Chair Kronenberg asked the Board for any comments or questions.

Chair Kronenberg indicated that she will not be able to attend the January Approval Authority meeting. The Bay Area website launch update and the Risk Allocation funding formula were moved to report at the February Approval Authority meeting.

Chair Kronenberg moved to item 14.

14. Announcements-Good of the Order

Chair Kronenberg asked the Board for any questions.

Member Domingo announced a free social media class for natural disasters responsive recovery course and the form for participation was created by the National Disaster Preparedness Training center at the University of Hawaii. Member Domingo stated that the course can be hosted anywhere in the hub area.

Chair Kronenberg requested that members and alternates for the Approval Authority send their questions to Craig Dziedzic so that he can organize them and have them ready for the Israel workshop.

Chair Kronenberg moved to item 15.

15. Future Agenda Items

Chair Kronenberg asked the Board for any questions. Upon hearing none, Chair Kronenberg moved to item 16.

16. General Public Comment

Chair Kronenberg asked for general public comment.

The meeting adjourned at 12:30 p.m.

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.

RCPGP Statewide Debris Management Project

Project Info

Goal:

- Conduct Debris Removal Plan validation activities between the Bay Area and the City of Los Angeles

Vendor: URS

- Previously prepared regional and local debris plans within the Bay Area

Budget: $205,000

Timeline: Sept. 15, 2012 - Feb. 15, 2013

Project Scope of Work

- Two workshops in Los Angeles for LA City with reps from the Bay Area

- One statewide workshop between Bay Area and LA and state/federal agencies

- An interactive training curriculum for use in EOCs

Deliverables

- Summary Report & Recommendations Report to ensure consistency with other plans

- HSEEP-compliant training program module in an interactive CD format for each OA and two major cities

Project Status

- Workshops to be conducted on Jan. 8 and 9 in Los Angeles

- CalEMA-sponsored statewide workshop scheduled for Jan. 31 in Oakland

- Training curriculum in development with 2 weeks of Beta Testing upon completion

Los Angeles Workshop

Agenda has two modules:

- Module 1 covers overview of Los Angeles Plan

- Module 2 covers roles and responsibilities by Operational Phase

- Group break out session follows Module 2

Participating LA Depts./Bureaus

Los Angeles Fire Dept.

Los Angeles Police Dept.

Bureau of Engineering

Bureau of Contract Administration

Bureau of Street Services

Bureau of Sanitation

Bureau of Street Lighting

Emergency Management Dept.

Public Affairs Office

Dept. of Building and Safety

Planning Dept.

Environmental Affairs Dept.

Dept. of Transportation

Office of City Administrative Officer

Office of City Attorney

General Services Dept.

Personnel Dept.

Statewide Debris Workshop

- Workshop scheduled for Jan. 31 in Oakland at URS offices

- State/Federal agencies participating: CalEMA, CalTrans, Cal Recycle, FEMA Regional IX, Operational Planning, US ACE, Cal EPA

- Bay Area Op Areas are urged to send Subject Matter Experts

Disaster Impacts are Similar

MARINA DISTRICT, 1989

NEW JERSEY, 2012

Critical Infrastructure Impacts

Flooded Electrical Substation – 13' Surge

PATH – Hoboken Train Station

Petroleum Refinery Without Power

Critical Rail Outage

Storm Surge

NEW JERSEY, 2012

JAPAN , 2011

To: **Bay Area UASI Approval Authority**

From: Elizabeth Holden, Planner

Date: January 10, 2013

Re: **Item #5: Bay Area UASI Website Presentation**

Action or Discussion Items:
Discussion only.

Discussion/Description:
The new Bay Area UASI website (*http://www.bayareauasi.org*) officially launched on January 4, 2013 and has new features that will increase accountability, communication, and transparency of federal funds and regional resources. The interface is minimalist in design with a clean, efficient lay-out and has the structure build in for expansion should the UASI require new areas to house resources in the future.

Features:
The new website features a user-friendly display of resources and communication components highlighted by the following –

Resource Library: This is the backbone of the website and is the location where all documents, plans, reports, images, and audio files live. The filter can search according to year (2008-2013), type (audio, excel, image, pdf, etc.), program, county, and group (Approval Authority and Advisory Group). In addition, there is a search engine to help user find forms, proposal process documents, and other resources.

Click: "Resources" tab (top banner)
(sub-page: Plans and Reports and Grants Management)

Approval Authority Resources: All documents have been organized according to meeting and year, with calls to action for the agenda, audio, and minutes alongside the supporting documents; all documents for 2013 will also be linked to the corresponding calendar event for each meeting

Click: "Approval Authority" (top banner)

Plans and Reports: An extension of the Resource Library, this page features plans (such as the regional RCPGP plans) and reports (Effectiveness Report, Strategy, etc.) that can be easily viewed or downloaded on desktops and devices.

Click: Hover mouse over "Resources", hovering tabs will appear, click "Plans and Reports"

Calendar: All upcoming meetings, workshops, and events will be featured on the Meetings and Events Calendar. Any supporting documents or multi-media will also be featured on calendar event for archiving and transparency purposes.

Click: "Events Calendar" (top banner)

Feedback: In order to ensure that the final product is satisfactory, there is a feedback comment box located on the homepage. Should you encounter any difficulty while navigating the new site, please do not hesitate to provide feedback. All responses will be sent directly to elizabeth.holden@sfgov.org.

About UASI: This section explains the UASI program through general information and continues with an explanation of the regional governance structure. It includes informative pictures and links to other sections of the website for elaboration on information. Sub-pages include member profiles for the Approval Authority, Advisory Group, and Management Team.

Click: "About UASI" (top banner)
(Sub-page include: Regional Governance Structure, Approval Authority Members, Advisory Group Members, and Management Team)

Additional components: The homepage features an interactive map (with a clickable button to learn more about each jurisdiction) to visually show users the geographical span of the Bay Area UASI. This section currently depicts relevant events and resources, but has the functionality to feature projects. This interactive component draws in the everyday user, but also provides valuable information for those knowledgeable about the Bay Area UASI.

To: **Bay Area UASI Approval Authority**

From: **Tristan Levardo, CFO**

Date: **January 10, 2013**

Re: **Item# 7: FY2011 UASI Expenditure Report**

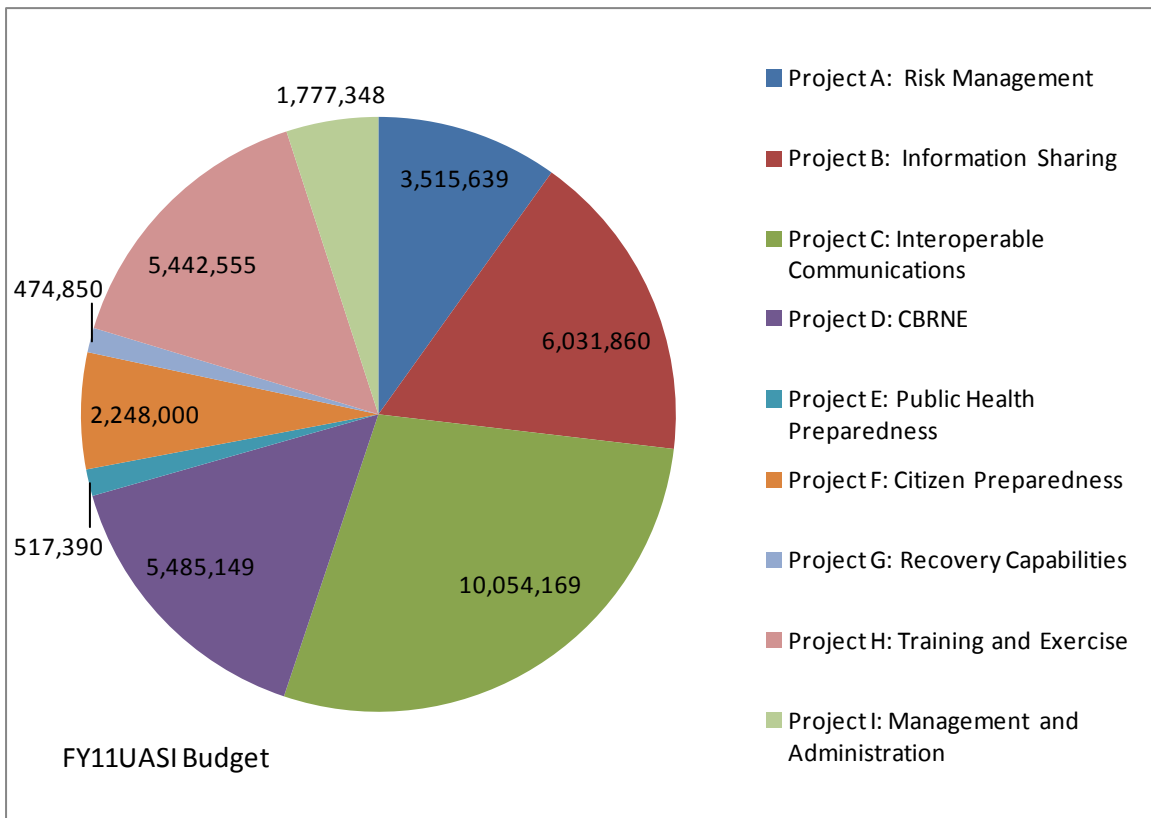## Action or Discussion Item:

Discussion

Summary

The sub-recipient performance period for FY2011 UASI grant is May 1, 2012 – November 30, 2013, with final claim for reimbursement due no later than January 4, 2014.

The table shows spending by jurisdictions. Overall spending has reached 2% of the total budget. The chart below depicts how the budget has been allocated by projects. All MOUs have been executed except Watsonville, which is in the final review process. Management team is collecting project updates from various jurisdictions; all those updates will be shared in the next report.

Financial Information:

Jurisdiction	Budget	Spent	Spent %	Obligated
Management Team	3,524,019	35,112	1%	3,488,907
Alameda	7,504,555	138,041	2%	7,366,514
Contra Costa	170,000			170,000
Fremont	750,000			750,000
Hayward	300,000			300,000
Marin	1,309,829	250,701	19%	1,059,128
NCRIC	3,393,158	157,661	5%	3,235,497
Oakland	1,075,730			1,075,730

Jurisdiction	Budget	Spent	Spent %	Obligated
San Francisco	5,979,896	61,064	1%	5,918,832
San Jose	1,748,879	52,959	3%	1,695,920
San Mateo	4,214,854	192,264	5%	4,022,590
Santa Clara	4,687,890			4,687,890
Santa Cruz	50,000			50,000
Solano	287,050			287,050
Sonoma	491,100			491,100
Watsonville	60,000			60,000
Total	35,546,960	887,802	2%	34,659,158

FY11 UASI Budget

- Project A: Risk Management — 3,515,639
- Project B: Information Sharing — 6,031,860
- Project C: Interoperable Communications — 10,054,169
- Project D: CBRNE — 5,485,149
- Project E: Public Health Preparedness — 517,390
- Project F: Citizen Preparedness — 2,248,000
- Project G: Recovery Capabilities — 474,850
- Project H: Training and Exercise — 5,442,555
- Project I: Management and Administration — 1,777,348

Action Requested of the UASI Approval Authority:

Information only

To: **Bay Area UASI Approval Authority**

From: **Janell Myhre, Regional Program Manager**

Date: **January 10, 2013**

Re: **Item #8: Regional Catastrophic Preparedness Grant Program (RCPGP) Update**

Recommendations:
RCPGP Update: Discussion Only

Action or Discussion Items:
Discussion Only

Discussion/Description:
RCPGP FY 10 and FY11 deliverables are in progress or met. A six month extension request for FY 10 was submitted on Dec. 5. No response has been received. Regional project status includes:
*   FY09 Statewide Debris Management Project: Two, one-day workshops scheduled in LA January 8 and 9, 2013. A statewide workshop is scheduled in Oakland for January 31, 2013. Agency representatives and subject matter experts from throughout the Bay Area are attending and additional outreach is for being conducted for the statewide workshop. Contractor will handle travel arrangements. Progress update item# 4 on January 2013 Approval Authority agenda.
*   FY10 Logistics Plan: First DRAFT is due 1/11/13. Validation Workshops will be scheduled in January. Major City Local Planners est start date January 7, 2013.
*   FY10 Community Preparedness/Public Information projects: (extension requested)
    o   Get Ready 5 (City of San Rafael): Completed.
    o   Building Community Resiliency (City of Oakland): In Progress.
    o   Regional Joint Information Center (JIC): Contract negotiation in progress. Estimated start date February 2013.
*   FY10 SPUR and ABAG projects: To be completed by February 28, 2013. Report due to Approval Authority at February 2013 meeting.
*   FY11 Full Scale and Tabletop Exercise with on-line training package: Proposals received. Panel review scheduled January 11. Estimated start date February 15, 2013.

RCPGP 25% match being sought throughout Bay Area.
*   FY 08 and 09 match has been met.
*   FY 10 and 11 match requires assistance from OAs and Major Cities:

FY 10- Performance Period: September 20, 2010 – April 30, 2013

Grant Award: **$3,570,000**
Required 25% Match: **$1,190,000**

Status:

Jurisdiction/Vendor	Required Match	Amount submitted	Amount Remaining
ABAG	$ 50,000	$ 0	$ 50,000
Marin	$ 41,762	$ 0	$ 41,762
Monterey	$ 560	$ 2,238	$ 0
Oakland 1	$ 70,667	$ 41,782	$ 28,885
Oakland 2	$ 83,474	$ 0	$ 83,474
San Francisco	$109,108	$ 13,899	$ 95,209
San Rafael	$ 42,520	$ 42,520	$ 0
Santa Clara	$ 91,667	$ 0	$ 91,667
SPUR	$ 16,667	$ 0	$ 16,667
Alameda*	$ 0	$183,730	$ 0*
URS*	$ 0	$ 6,262	$491,905*
Total	**$506,425**	**$290,431**	**$899,569**

*Note: Alameda was not required to provide Match for regional training because it simply provided the training facility. It is the responsibility of each jurisdiction to provide match information when sending attendees to training at Alameda. Vendor was not required to provide match because it is the responsibility of each jurisdiction to provide match information when sending participants for Logistics Plan development.

Summary:

Required Match:	$1,190,000
Less Match Submitted:	$ 290,431 (includes Match info submitted by Alameda and URS)
Less Required Match Remaining:	$ 407,664
Total Match Shortfall	**$ 491,905**

FY 11- Grant Performance Period: July 1, 2011 – March 31, 2014

Grant Award: **$1,281,976**
Required 25% Match: **$ 427,325**

Status:

Jurisdiction/Vendor	Required Match	Amount submitted	Amount Remaining
No MOUs to be issued*	$427,325	$0	$427,325*

*Attendees at Training classes and participants in Urban Shield are to be used as Match.
To date, no funds have been expended.

To: **Bay Area UASI Approval Authority**

From: **Barry Fraser, Interim General Manager**

Date: **January 10, 2013**

Re: **Item #9: Report from the Bay Area Regional Interoperable Communications System Joint Powers Authority (BayRICS Authority)**

Recommendations:

Receive and File Report

Action or Discussion Items:

Report from the Interim General Manager of the BayRICS Authority on the activities and progress of the BayRICS Authority for the month of November 2012.

Discussion/Description:

Staff activities in December were focused on two outreach efforts to the FirstNet Board.:

1. FirstNet Board Meeting

On Tuesday December 11, BayRICS Chair Rich Lucia and Barry Fraser attended the second FirstNet Board meeting in Washington DC. At this meeting, FirstNet adopted several administrative resolutions, formally established the Public Safety Advisory Committee (PSAC) and appointed members Craig Farrill as acting general manager and Jeff Johnson to lead public safety outreach efforts. The Board also heard presentations on the NTIA's Notice of Inquiry responses, BTOP grantee project review updates, General Manager search update and a presentation on mobile applications for public safety.

The Board indicated that a sub-group of FirstNet Board members was conducting meetings with each of the seven BTOP public safety grantees to review their respective projects. Highlights of the meetings with Charlotte, North Carolina and Mississippi were provided. The Board suggested that it may begin making decisions on the future of these projects as early as January 2013. A webcast of the meeting and supporting materials are available at this web site:

Staff also met with NTIA staff and public safety officials from other parts of the country, including Harlin McEwen and other members of the PSAC Executive Committee.

2. FirstNet Meeting to Review BTOP Grant Project

On December 18, BayRICS participated in a BTOP review meeting between a sub-group of the FirstNet Board and BTOP grantee Motorola. FirstNet members Bill Keever and Jeff Johnson participated in this meeting. Mr. Keever is a retired telecommunications industry executive and Chief Johnson is Chief Executive Officer of the Western Fire Chiefs Association and a retired fire chief from Oregon.

BayRICS Chair Lucia, Vice Chair Karen Wong, Technical Advisory Committee (TAC) Chair Ahsan Baig, Vice Chair Michelle Geddes and Barry Fraser represented BayRICS at the meeting. Lance Johnson, NTIA, and Jeff Clark, a consultant for the FirstNet Board, also attended.

BayRICS staff provided a comprehensive report from the BayRICS perspective on the BayWEB project, including background, accomplishments to date, technical challenges, business plan challenges, site access challenges, lessons learned, and lessons that could be learned if the project is allowed to continue. At their request, staff provided detailed information on public safety applications expected to be available on the system, and the processes that must be developed by the TAC to manage applications, provisioning, priority/preemption and other tasks that require local management.

Staff described a proposed path forward and aspirations for the network, with the message that BayRICS members are willing to be flexible with the project's future, and wish to engage FirstNet as a partner and seek guidance from the experts on the FirstNet Board as to how this project should proceed. We also explained the limitations in geographic coverage of the proposed network, and urged FirstNet to consider an early deployment model that would allow expansion of the pilot network to provide service throughout the Bay Area.

FirstNet representatives were engaged in the discussion, asked lots of questions and were very interested in our potential to draw on the high-tech brain trust in the Bay Area for public safety applications development. The delegation told us they hoped to have a recommendation to NTIA in January or February. They stressed that the final decision on the BTOP grant will be with the NTIA, and they also stressed the importance of a commercial carrier component as part of any system deployed (to the extent required by the FirstNet legislation).

We also took Chief Johnson and Mr. Keever on a brief tour of the San Francisco 9-1-1- Call Center, as part of a discussion of opportunities to work with the State to use BayWEB to test new applications for Next Generation 9-1-1.

BayRICS Board Meetings: The BayRICS Authority Board of Directors will hold its next meeting on January 10, 2013 at 1:30 PM at the Alameda County Sheriff OES in Dublin.

UASI Approval Authority and Management Team Tracking Tool

January 10, 2013 Approval Authority Meeting

		Special Request Items/Assignments				
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
1	Presentation on Land-Use Recovery Strategy and Regional Resilience Initiative Gap Analysis	Presentation	Elizabeth Holden, SPUR, and ABAG representatives	11/1/12	2/14/13	
2	Risk Allocation Funding Formula	Presentation	Catherine Spaulding and Jason Carroll	11/20/12	2/14/13	
3	Anne Kronenberg Israel trip report	Report	Anne Kronenberg	12/13/12	2/14/13	
4	Ad Hoc Legislative Committee Washington DC trip report	Report	Renee Domingo	12/13/12	2/14/13	
5	Workgroup and Hub Report and Lessons Learned	Report	UASI Staff	12/13/12	3/14/13	
6	Preliminary approval of FY13 hub projects	Presentation	UASI Staff	12/13/12	3/14/13	
7	Approval of FY13 grant allocations	Presentation	Catherine Spaulding	12/13/12	TBD	To be scheduled as soon as possible after receipt of grant allocation
8	Update to the Approval Authority MOU and Bylaws	Report	Craig Dziedzic	12/13/12	3/14/13	
9	Planning for unspent FY11 funds	Presentation	Catherine Spaulding	12/13/12	4/11/13	
10	Approval of the Management Team budget and organization chart	Presentation	Craig Dziedzic	12/13/12	6/13/12	
11	Updates to Management Team policies and procedures manual	Report	Catherine Spaulding	12/13/12	6/13/12	
12	Updates to grants and projects policies and procedures manual	Report	Catherine Spaulding	12/13/12	7/11/12	
		Regular Items/Assignments				
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
A	UASI Quarterly Reports	Report	Tristan Levardo		2/14/13	2/14 RCPGP and Travel Expense 3/14 IECGP 4/11 2010 UASI 5/9 2011 UASI and Travel Expense
B	UASI Advisory Group Report	Report	Mike Sena, Chair		2/14/13	Update from the Advisory Group Meeting
C	BayRICS JPA Progress Report	Report	Barry Fraser		2/14/13	Update from the BayRICS JPA
D	RCPT Advisory Group	Report	Janell Myhre		2/14/13	Update on the status of RCPGP projects.
E	Budget reallocations under $250,000	Report	Tristan Levardo		3/14/13, biannually thereafter	
F	Election of UASI Officers	Discussion & action item	Chair		12/13 and annual thereafter	