



Approval Authority Meeting

Thursday, May 9, 2019

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	Mary Ellen Carroll, City and County of San Francisco
UASI Vice-Chair	Rich Lucia, County of Alameda
Member	Michael Cochrane, City and County of San Francisco
Member	Toshia Shavies Marshall, City of Oakland
Member	Ray Riordan, City of San Jose
Member	Dana Reed, County of Santa Clara
Member	Mike Casten, County of Contra Costa
Member	Bob Doyle, County of Marin
Member	Gerry Malais, County of Monterey
Member	Mark Robbins, County of San Mateo
Member	Christopher Godley, County of Sonoma
General Manager	Craig Dziedzic

2. APPROVAL OF THE MINUTES (Discussion, Possible Action)

Discussion and possible action to approve the draft minutes from the March 14, 2019 regular meeting or take any other action related to the matter.

(Document for this item includes draft minutes from March 14, 2019.) 5 mins

3. GENERAL MANAGER'S REPORT

General Manager Craig Dziedzic will present the General Manager's Report:

- a. FY 2019 UASI Grant Update (Discussion)
- b. FY 2018-2019 Bay Area UASI Annual Report (Discussion)
- c. Management Team Organization Chart and Annual Work Plans (Action)
- d. FY 2019-2020 Management Team Budget (Action)
- e. Management Team Tracking Tool and Future Agenda Items (Discussion)

(Documents for this item are a report, the Bay Area UASI Annual Report, the Management Team Organization Chart and Annual Work Plans, the FY2019-2020 Management Team Budget, and the Tracking Tool from Craig Dziedzic.) 10 mins

4. **REGIONAL WORKGROUP ANNUAL PLANS** (Discussion, Possible Action)
Regional Program Manager Janell Myhre will present the Regional Workgroup Annual Plans
(Documents for this item are a report and 8 Appendices from Janell Myhre.) 5 mins
5. **REALLOCATION OF FUNDS FROM THE FY 18 REGIONAL TRAINING AND EXERCISE PROGRAM** (Discussion, Possible Action) Regional Program Manager Janell Myhre will provide an update on the status of the funds reallocated from the FY 18 Regional Training and Exercise program. *(Document for this item is a report from Janell Myhre). 5 mins*
6. **FY 19 FUNDING ALLOCATIONS** (Discussion, Possible Action)
Chief Financial Officer Tristan Levarado will present the FY19 UASI proposed allocations.
(Document for this item is a report from Tristan Levarado.) 5 mins
7. **FY 19 REGIONAL PROJECTS** (Discussion, Possible Action)
Regional Program Manager Janell Myhre will present the regional projects for approval.
(Document for this item is a report from Janell Myhre.) 5 mins
8. **FY 19 HUB PROJECTS** (Discussion, Possible Action) Regional Grants Manager Mary Landers will present the hub projects for approval. *(Documents for this item are a report and a PowerPoint from Mary Landers.) 5 mins*
9. **FY 19 TRAINING & EXERCISE RFP PROCESS UPDATE** (Discussion, Possible Action)
Regional Project Manager Corinne Bartshire will present an update on the FY 19 Training and Exercise RFP process. *(Document for this item is a report from Corinne Bartshire.) 5 mins*
10. **CRITICAL TRANSPORTATION CAPABILITY BUILDING PROGRESS UPDATE**
(Discussion, Possible Action) Project Manager Corinne Bartshire will provide an update on the Regional Critical Transportation Capability Building project. *(Documents for this item are a report and appendice from Corinne Bartshire.) 5 min*
11. **REALLOCATION OF GRANT FUNDS** (Discussion, Possible Action)
Chief Financial Officer Tristan Levarado will present a report on the reallocation of FY 17 funds for the Bay Area UASI. *(Documents for this item are a report and appendice from Tristan Levarado.) 5 mins*
12. **ANNOUNCEMENTS-GOOD OF THE ORDER**
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 Bay Area UASI Management Office located at 711 Van Ness Avenue, Suite 420, 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 Bay Area 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 the UASI Administrative Assistant, at least 24 hours prior to the meeting, at (415) 353-5223.



**Bay Area UASI
Approval Authority Meeting
Thursday, March 14, 2019
10:00 AM**

LOCATION

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

**REGULAR MEETING MINUTES
DRAFT**

1. **Roll Call**

UASI Chair Mary Ellen Carroll called the meeting to order at 10:00 AM and General Manager Craig Dziedzic subsequently took the roll. Chair Mary Ellen Carroll was present along with Vice Chair Richard Lucia. Members Michael Cochrane, Toshia Shavies Marshall, Ray Riordan, Dana Reed, Mike Casten, Gerry Malais, and Mark Robbins. Member Bob Doyle was absent, but his alternate Dave Augustus was present. Member Christopher Godley was absent, but his alternate Brentt Blaser arrived at 10:10am.

2. **Approval of the Minutes**

Chair Carroll asked for any comments or questions concerning the minutes from the January 10, 2019 meeting. Member Mark Robbins corrected the attendance of that meeting from himself to Craig Denton. Chair Carroll requested a motion to approve the minutes.

Motion: Approve the minutes from the January 10, 2019 Approval Authority Meeting as amended.

Moved: Member Malais **Seconded:** Member Reed

Vote: The motion was passed unanimously.

3. General Manager's Report

(a) UASI FY 2019 Appropriations

General Manager Craig Dzedzic reported that the fiscal year (FY) 2019 Consolidated Appropriations bill was signed into law on February 15, 2019. The bill provides discretionary funding for nine federal departments and dozens of agencies, including the Departments of Justice and Homeland Security. The bill funds these departments through the end of the fiscal year, September 30, 2019. He stated that a FY2019 Notice of Funding Opportunity (NOFO) is expected to be released mid-April 2019.

(b) FY 2019 Non-Profit Grant Program

General Manager Craig Dzedzic informed the board about the FY2019 Non-Profit Grant Program. He stated that the purpose of the program is to integrate preparedness activities of nonprofit organizations that are at high risk of a terrorist attack due to their ideology, beliefs, or mission with broader state and local preparedness efforts.

He reported that in FY 2018 NSGP, \$60 million dollars in grant funds were available nationwide for those U.S. nonprofit organizations that met the criteria. Of the \$60 million, \$50 million was made available to nonprofits located in designated urban areas (NSGP-UA), and \$10 million was available to nonprofits located outside designated urban areas (NSGP-S).

He stated that for FY 19, \$60 million dollars in grant funds will again be made available nationally for nonprofit 501(c)(3) organizations. He also stated that although FEMA has not yet released the specific due dates for the FY19 Non-Profit Security Grant Program (NSGP) applications, Cal OES anticipates applications will be due in late May. Organizations in the Bay Area UASI region may apply through the State Administrative Agency (Cal OES) for awards of up to \$150,000.

(c) 2019 Homeland Security Conference

General Manager Craig Dzedzic reminded the Approval Authority that the National Homeland Security Conference will be held from June 17th to June 20th and that Approval Authority Members/Alternates should submit their UASI Travel Authorization in a timely manner in order to request reimbursement.

(d) Management Team Tracking Tool and Future Agenda Items

There were no additions to the tracking tool.

4. Regional Training and Exercise Program Update

Alameda County Assistant Sheriff Dennis Houghtelling reported to the Approval Authority that due to the decisions by the Alameda County Board of Supervisors they will no longer be hosting the regional training & exercise program.

Based on the presentation by Assistant Sheriff Houghtelling, the Approval Authority began discussion of the issue.

The Management Team presented a list of potential options for the reallocation of FY18 regional training & exercise funds.

These options included:

1. Reallocate \$5.5M to Management Team to administer the Training/Exercise Program
2. Reallocate \$5.5M to another jurisdiction to administer the program as long as projects are completed within the prescribed timeframe
3. Expand Yellow Command exercise and reallocate the remaining grant funds to the hubs
4. Reallocate \$5.5M to the hubs and each hub implements their own training/exercise program
5. Other options as approved by a vote of the Approval Authority

After this discussion, a motion was made to reallocate the \$4,701,339 from Alameda County.

Motion 1: Reallocate \$4,701,339 from Alameda County:

12 Members of the public made comments

Moved: Member Casten **Seconded:** Member Malais

Vote: The motion was passed unanimously.

After further discussion, the Approval Authority reached consensus on a new option for the reallocation of funds. The Approval Authority decided to add a new reallocation option to the list previously provided.

Motion 2: Add a reallocation option to the list of provided options.

8 Members of the public made comments.

Moved: Member Malais **Seconded:** Member Riordan

Vote: The motion was passed unanimously.

Subsequently, the Approval Authority discussed and finalized the reallocation summary.

Motion 3: Reallocate the funding in the following way:

- Reallocate \$300,000 to Core City Projects (San Francisco, San Jose, Oakland)
- Reallocate \$250,000 to NCRIC
- Reallocate \$200,000 to Yellow Command Exercise annual funding
- Reallocate \$50,000 to BayRICS Tactical Interoperable Communications Plan
- Reallocate \$30,000 to 2019 Mass Notification Conference
- Reallocate \$30,000 WebEOC Fusion with CalEOC
- Reallocate \$25,000 Bay ALERT

- Reallocate \$165,000 to Solano County P25 Trunked Radio System
- Reallocate \$400,000 to Enhance Yellow Command
- Reallocate \$812,835 to the East Bay Hub
- Reallocate \$812,835 to the South Bay Hub
- Reallocate \$812,835 to the North Bay Hub
- Reallocate \$812,835 to the West Bay Hub

4 Members of the public made comments.

Moved: Chair Carroll **Seconded:** Member Cochrane

Vote: The motion was passed unanimously.

5. Urban Shield 2018 After Action Report

Alameda County Sheriff’s Office Captain Nate Schmidt presented a summary of the 2018 Urban Shield After Action Report. Captain Schmidt reported a list of exercise participants and activities as well as goals, strengths, areas for improvement, and recommendations for teams. Bay Area UASI Project Manager Corinne Bartshire reported out on the Yellow Command component of the exercise.

2 members of the public made comments.

6. Vigilant Guardian 2018 After Action Report

Jim Bailey of Sensemakers presented a summary of the 2018 Vigilant Guardian After Action Report and Improvement Plan. Mr. Bailey reported the exercise schedule, areas of strength, areas of improvement, and recommendations for future exercise to improve CBRNE capabilities in the region.

1 member of the public made a comment.

7. Mass Notification Seminar & Air Quality Messaging Project

Project Manager Amy Ramirez and San Francisco Department of Emergency Management (SFDEM) Public Information Officer Francis Zamora provided an update on the Mass Notification Seminar to be held on May 2-3, 2019. They stated that the seminar objectives are to improve the Bay Area’s capabilities in developing and disseminating prompt, clear, specific, accurate, inclusive, and actionable emergency public information and warnings through mass notification systems. They reported that a component of the seminar will include a Regional Air Quality Messaging Project to provide strategies on disseminating air quality messaging to hard to reach populations which may include people with disabilities and access and functional needs, seniors, immigrant communities and people with limited English proficiency.

1 member of the public made a comment.

8. Care & Shelter Capability Building Close-out

Regional Project Manager Corinne Bartshire provided a summary of the Regional Care and Shelter Capability Building Project. She reported that with regional project funding from both FY17 and FY18 and committed participation by the Emergency Management Work Group's Care & Shelter Subcommittee, numerous tools, templates, and products were developed. These tools may be downloaded at <http://www.bayareauasi.org/careshelter>.

1 member of the public made a comment.

9. ABAHO PHP Med/Health Shelter Toolkit Update

Alameda County Public Health's Public Health Systems Preparedness and Response Director Zerlyn Ladua presented an overview of the Med/Health Shelter Toolkit Project for the Bay Area region. She reported that the project will support the development of:

- A comprehensive toolkit to support the medical needs of an emergency evacuation shelter's population, including children.
- A training for Public Health Nurses and Behavioral Health Workers to support the medical and behavioral health needs of general population shelters.
- A trauma-informed concept of operations to support the behavioral health needs of general population shelters.
- A standardized disaster behavioral health training curriculum and materials.

10. NCRIC Medical Liaison Officer Project Update

NCRIC Medical Liaison Officer Carl Hess presented an update on the NCRIC Health Liaison Project. He reported that the project includes data sharing between law enforcement and public health and relationship building between the NCRIC and public health and healthcare partners.

11. BayRICS JPA Quarterly Report

BayRICS General Manager Corey Reynolds provided a quarterly report of the strategic activities, progress, and future goals of the BayRICS Authority.

12. FY17 UASI Spending Report

Chief Financial Officer Tristan Levardo reported updates on the expenditures of the FY2017 UASI grant.

13. Announcements – Good of the Order

14. General Public Comment

One member of the public made a comment.

15. Adjournment

The meeting adjourned at 1:45 PM



To: Bay Area UASI Approval Authority
From: Craig Dziedzic, General Manager
Date: May 9, 2019
Re: Item 3: General Manager's Report

Staff Recommendation:

Staff recommends approving the Management Team Organization Chart, Annual Work Plans, and FY 2019-2020 Management Team Proposed Budget.

Action or Discussion Items:

- (a) FY 2019 UASI Grant Update (Discussion)
- (b) FY 2018-2019 Bay Area UASI Annual Report (Discussion)
- (c) Management Team Organization Chart and Annual Work Plans (Action)
- (d) FY 2019-2020 Management Team Budget (Action)
- (e) Management Team Tracking Tool and Future Agenda Items (Discussion)

Discussion/Description:

(a) FY 2019 UASI Grant Update (Discussion)

On April 15, 2019, the Department of Homeland Security (DHS) released the Fiscal Year (FY) 2019 Notice of Funding Opportunity (NOFO) for the DHS Preparedness Grant Programs. The Urban Areas Security Initiative (UASI) program received \$590,000,000, which is a \$10 million funding increase from last year. In the FY2019 Omnibus Appropriation bill, Congress expressed its intent that DHS fund up to 85% of the nationwide risk; and accordingly, DHS announced that 31 urban areas will receive funding for FY 2019, a decrease from 32 in FY2018.

The Bay Area UASI gross allocation for FY 19 is \$27,500,000, which is the same as last year. On May 2, Cal OES informed the California UASIs that it would again use 17.3% as the retention percentage- the same retention amount as last year. Therefore, the net balance of the Bay Area's award is \$22,742,500, which is the same as last year.

Key Changes in FY 19:

- **Cybersecurity Assessment** – FY2019 recipients/subrecipients will be required to complete the Nationwide Cybersecurity Review (NCSR) in order for agencies to benchmark and measure progress of improving their cybersecurity posture.
- **THIRA/SPR Reporting** - By December 31, 2019, states, territories and high-risk urban areas are required to complete a Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) for all 32 capabilities. Also, beginning in 2019, jurisdictions are only required to submit a THIRA every three years to establish a consistent baseline; however, the SPR will be required annually.

The chart below indicates the amount appropriated to the Homeland Security Grant program since 2012:

Fiscal Year	Amount Appropriated
2019	\$590,000,000
2018	\$580,000,000
2017	\$580,000,000
2016	\$580,000,000
2015	\$587,000,000
2014	\$587,000,000
2013	\$558,745,566
2012	\$294,000,000

Annual Report, Organization Chart, Annual Work Plans and Propose Budget: Appendices (b) - (d)

Background:

In accordance with the 2017 Master MOU and corresponding By-laws for the Bay Area UASI, the Management Team Organization and Annual Work Plans, together with the FY 2019/20 UASI Proposed Budget, are presented for approval. The 2018-2019 Bay Area UASI Annual Report is submitted for review.

(b) 2018-2019 Bay Area UASI Annual Report (attached as Appendix A)

Highlights of our accomplishments include the following;

- (1) Increased regional coordination and collaboration during real-time events such as wildfires and other catastrophic events;
- (2) Enhanced regional prevention efforts through training/exercise and conducting special event threat assessments by our fusion center;

(3) Effective utilization of our grant funded initiatives to increase whole community preparedness.

(c) Management Team Organization Chart (attached as Appendix B)

The Management Team Organization Chart is divided into three components based upon functionality (i.e., project planning, grants management, and administration). As indicated on the chart, each of the components are divided into staff and described as following: (a) assignments/responsibilities; (b) contract vs employee status; and (c) salaries.

Annual Work Plans (attached as Appendix C)

The annual work plan aligns the Management Team’s activities with the eight (8) goals of the Bay Area UASI:

- Goal 1 – Public Safety Information Sharing
- Goal 2 – Critical Infrastructure
- Goal 3 – Cybersecurity
- Goal 4 – Communications
- Goal 5 – Health and Medical
- Goal 6 – Catastrophic Planning and Response
- Goal 7 – Community Preparedness
- Goal 8 – Recovery

(d) FY 19-20 Proposed Budget (attached as Appendix D)

The FY2019/20 UASI Management Team proposed budget amounts to \$3,233,617, which is comprised of revenue sources from three grants (FY2017, FY2018 and FY2019). The proposed budget is 7.07% less than last year due to a \$246,027 reduction in personnel expenditures.

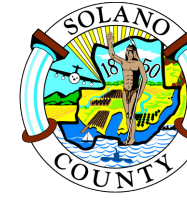
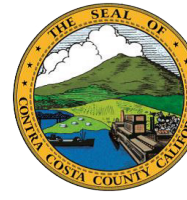
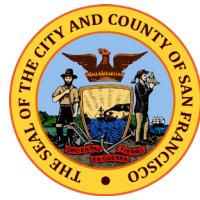
(e) Management Team Tracking Tool and Future Agenda Items (attached as Appendix E)

Attached as Appendix E is the Management Team Tracking Tool. Members may submit future agenda items to the General Manager.



Bay Area UASI Annual Report FY 2018-2019





STRENGTHENING PUBLIC SAFETY THROUGH PREPAREDNESS

GENERAL MANAGER'S LETTER



The Bay Area UASI presents its 2018-19 Annual Report highlighting our efforts to continually improve homeland security capabilities throughout the region. To remain consistent with Homeland Security Grant program goals, our prioritized efforts use a whole community approach that align with FEMA-designated core capabilities. Further, risk-based funding investments made in the last year have increased regional coordination and collaboration as we prepare for, protect against, respond to, and recover from terrorist incidents and catastrophic events.

In November 2018, the deadliest fire in California history, the "Camp Fire" claimed 85 lives, and destroyed 19,000 homes and businesses in the Butte County town of Paradise. In four hours, this firestorm caused \$16.5 billion dollars in damage, making it also the costliest in US history. Agencies from all over the Bay Area responded by sending firefighters, law enforcement personnel, emergency managers, and response equipment, to the affected area. This disaster tested the resolve of public safety agencies and communities to respond to the region's "new normal".

During this winter's floods in Napa and Sonoma Counties, UASI regional planning, training, and equipment were also put into use. The recently completed Care and Shelter Planning Toolkits were used to assist displaced people; training in Emergency Operations Center management increased regional capabilities and provided more staffing during lengthy disaster response periods; and the purchase of interoperable communications equipment, towable emergency generators, and mobile command center equipment provided mutual aid to the impacted jurisdictions.

Regional terrorism prevention efforts were advanced through training and exercises. Our Fusion Center, a multi-discipline entity, trained analysts to conduct special event threat assessments to prevent acts of terrorism at large crowd venues. Our Preventive Rad/Nuc Detection program increased the regional awareness of potential threats by conducting "Vigilant Guardian", a tabletop exercise that included local, state, and federal subject matter experts.

The Management Team continually reevaluates its policies and procedures to ensure we are providing jurisdictions with excellent service in the management of grant funds. The fiscal staff works closely with the sub-recipient jurisdictions to ensure that they remain in compliance with grant requirements.

As the region continues to recover from the devastation of last year's wildfires and floods, we wish to again thank our first responders who put their lives on the line and to the emergency management community who opened shelters and provided comfort to the thousands of people affected by the events of this year.

Sincerely,

Craig Dziedzic

MISSION

The Bay Area Urban Areas Security Initiative funds programs that help the region prevent, protect, respond to, mitigate, and recover from terrorist incidents and catastrophic events.

CORE CAPABILITIES

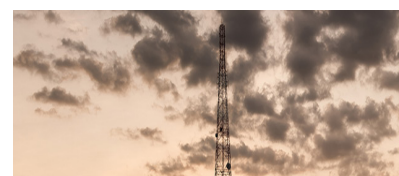
The National Preparedness Goal describes 32 activities, called core capabilities, that address the risks to the nation. These core capabilities are allocated to the five mission areas of Prevention, Protection, Response, Mitigation, and Recovery. Bay Area subject matter experts meet annually to review applications and determine whether proposed projects includes a nexus to terrorism and falls into at least one mission area and one core capability.

REGIONAL WORK GROUPS

Designed to enhance public safety and security throughout the Bay Area, the UASI's multi-disciplinary work groups are comprised of local, state, and federal subject matter experts working to achieve the National Preparedness Goal. These work groups conduct risk and capability assessments, support policy development and implementation, develop and disseminate tools, and share best practices around the region.



CBRNE



**BAYRICS RADIO OPERATORS
ADVISORY GROUP**



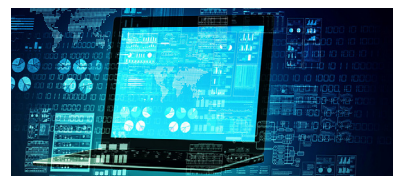
CYBER RESILIENCE



EMERGENCY MANAGEMENT



**PUBLIC INFORMATION &
WARNING**



**PUBLIC SAFETY INFORMATION
SHARING**



MEDICAL & PUBLIC HEALTH



TRAINING & EXERCISE

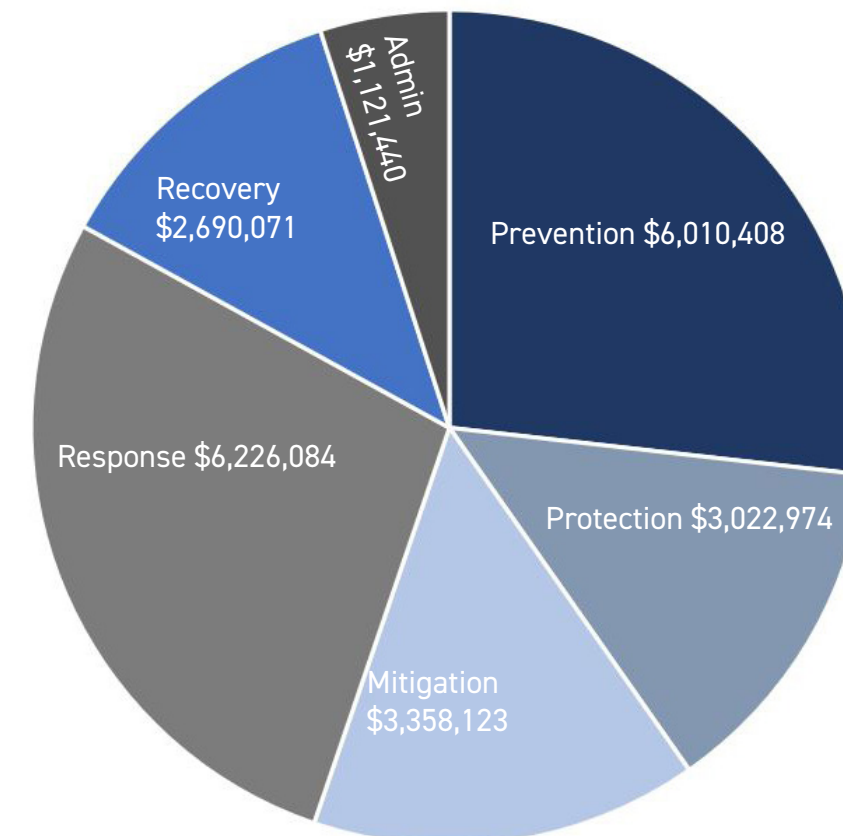
APPROVAL AUTHORITY

An eleven-member Approval Authority directs the Bay Area UASI through a multi-year master agreement. This Brown-Acted body includes representation from each of the three major cities (San Francisco, Oakland, and San José) and the twelve counties located within the Bay Area UASI footprint. This group provides policy direction and is responsible for final decisions regarding projects and funding.

MANAGEMENT TEAM

Under the direction of the General Manager, the Bay Area UASI Management Team administers grant funds and implements the policies of the Approval Authority. The Team is comprised of program managers and grant specialists and serves as the liaison between the City and County of San Francisco (the Bay Area UASI fiscal agent), the Department of Homeland Security, the State of California, and local government grant sub-recipients.

FISCAL EXPENDITURES FY17



Approval Authority Members

Mary Ellen Carroll (Chair)
Executive Director
City & County of San Francisco
Dept. of Emergency Management

Richard T. Lucia (Vice Chair)
Undersheriff
Alameda County Sheriff's Office

Mark Robbins
Undersheriff
San Mateo County Sheriff's Office

Raymond Riordan
Director Office of Emergency Mgmt.
City of San José

Mike Casten
Undersheriff
Contra Costa County Sheriff's Office

Gerry Malais
Emergency Services Manager
Monterey County
Office of Emergency Services
Represents Santa Cruz & San Benito

Robert Doyle
Sheriff
Marin County Sheriff's Office

Toshia Shavies Marshall
Emergency Services Manager
Oakland Fire Department Office of
Emergency Services

Michael Cochrane
Deputy Chief of Administration
San Francisco Fire Department

Dana Reed
Director
Santa Clara County Office of
Emergency Services

Christopher Godley
Emergency Manager
Sonoma County
Office of Emergency Services
Represents Napa & Solano



Uncovering the Threat

Developing capabilities to **PREVENT** acts of terrorism increases regional security.



Forensics & Attribution

Developed a crime strategies unit to analyze transnational and domestic terrorist organizations including a pilot program to provide ballistic analysis for gun related crimes. Sustained funding for a digital forensic evidence laboratory which analyzes data retrieved from phones and computers used in criminal activity.



Intelligence & Information Sharing

Funded the Northern California Regional Intelligence Center (NCRIC) Terrorism Liaison Officer program which trains local first responders to identify and report suspected terrorist activity. Last year, 962 "Suspicious Activity Reports" were vetted by NCRIC intelligence analysts and 185 elevated threats were forwarded to the FBI's Joint Terrorism Task Force. Additionally, the UASI-funded data warehouse and exchange programs enhanced investigators' abilities to cross reference data across jurisdictional boundaries.



Public Information & Warning

Provided "Situational Awareness Bulletins" to public safety partners and private sector owners/operators of critical infrastructure about current threats in the region. The bulletins contain law enforcement sensitive and classified updates to developing situations that may impact their area of responsibility.



Operational Coordination

Conducted special event threat assessments and provided onsite support for large public events including parades, conventions, and professional sporting events.



Screening, Search & Detection

Hosted "Vigilant Guardian", a regional tabletop exercise, to assess the capabilities of first responders to identify and respond to a radiological detection alarm incident. The scenario was based on a fictitious terrorist organization that detonates radiological dispersal devices in a complex coordinated terrorist attack.



"UASI funding for fusion centers has been instrumental in terrorism prevention. It enhances our ability to gather and share suspicious activity information collected by first responders with the FBI's Joint Terrorism Task Force. Any imminent threats or BOLOs can be redistributed back down to local jurisdictions through situational awareness bulletins."

-Mike Sena
NCRIC/HITDA Director

Safeguarding our Citizens

By addressing threats and hazards to our citizens, assets, and critical infrastructure, we **PROTECT** our community.



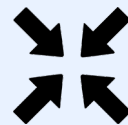
Cyber Security

Funded cyber security upgrades to 911 dispatch centers to increase protection against malicious activities. Provided training to improve cyber resilience of public safety agencies and critical infrastructure systems.



Intelligence & Information Sharing

Invested in aerial intelligence communication systems; automated license plate readers; GIS dataset information; and helicopter downlink systems. Provided training courses in intelligence planning.



Operational Coordination

Provided funds for police operations center upgrades; purchased solar powered camera trailers for large-scale event support. Conducted training in aerial patrol operations; incident command system protocols; and executive level courses in policy-making for catastrophic events & terrorist attacks.



Planning

Funded homeland security planning staff and provided training in emergency operations center action planning and essential emergency management concepts.



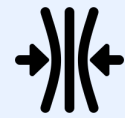
Screening, Search & Detection

Purchased bomb squad K9 equipment and radiological screening and detection units for patrol officers. Offered training courses in bomb robot maintenance and hazardous device dive supervision.



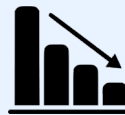
Lessening the Impact

Through increased risk awareness, whole community preparedness efforts, and enhanced public alert systems, we **MITIGATE** the loss of life and property.



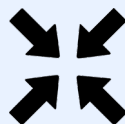
Community Resilience

Funded mass care & shelter and community resilience planners across the region and conducted a full scale shelter exercise to test capabilities. Continued funding the “Stop the Bleed” campaign- a program designed to mitigate the deadly impacts following an active shooter event. Provided training for Community Emergency Response Teams and conducted courses in emergency volunteer operations, donations management, and integrating access and functional needs into emergency planning.



Long Term Vulnerability Reduction

Developed a public health intelligence program to rapidly identify and mitigate contagious disease outbreaks or drug overdoses resulting from the opioid epidemic.



Operational Coordination

Formed a critical transportation and evacuation committee of subject matter experts to evaluate capabilities and conduct a full scale regional exercise. Developed Joint Information System toolkits and templates to coordinate information sharing across jurisdictional boundaries. Purchased WebEOC upgrades for emergency operations centers to facilitate cross-jurisdictional coordination following an incident.



Public Information & Warning

Funded mass notification systems and launched public outreach campaigns to increase the number of residents subscribing to these systems. Hosted a mass notification conference to discuss tools, techniques, and policies surrounding alerting the public to impending disasters.



Threat & Hazard Identification

Conducted the annual Threat and Hazard Identification and Risk Assessment (THIRA) process to identify the threats and hazards facing our region and define our capability to handle such threats.



“The Commodity Point of Distribution Field Operations Guides available on the UASI website were very useful tools during the North Bay fire response. The guides helped us set up distribution sites that provided personal protective equipment to residents.”

-Raymond Riordan
Emergency Services Director
San Jose Office of Emergency Management



Answering the Call

Building the capabilities necessary to **RESPOND** quickly, saves lives and protects property after a catastrophic incident.



"Techniques learned in our maritime classes have allowed us to perform life-saving rescues in San Francisco Bay's treacherous waters and courses in technical high angle rope rescues recently allowed us to save a man clinging to a cliff at Marshall's Beach."

-Michael Cochrane
Assistant Deputy Chief
San Francisco Fire Department



Mass Search & Rescue

Funded Forward Looking Infrared Radar (FLIR) Systems and technical rescue extraction equipment. Provided open water and maritime rescue training and various rescue courses including: advanced rope rescue, confined space rescue, and trench rescue.



Operational Communications

Invested in P25 compliant radios & infrastructure upgrades and conducted communications technician training to improve interoperability. Sustained funding for the BayRICS JPA which provides policy direction on interoperable communications.



On Scene Security, Protection & Law Enforcement

Provided response equipment including: bomb robots, protective suits, night vision goggles, breathing apparatuses, rescue task force ballistic vests, and chemical detection equipment. Upgraded mobile command center and purchased special response unit vehicles. Provided training in K9 tactical emergency casualty care, night vision hostage rescue, and EOD hull search tactics for maritime bomb squads.



Operational Coordination

Purchased towable emergency generators to provide on-scene power for first responders and provided training courses in critical incident response.



Public Health & Emergency Medical Services

Funded first responder trauma kits and provided training in tactical lifesaving techniques. Purchased a centrifuge to provide bioterrorism response testing services.



Public Information & Warning

Conducted advanced Public Information Officer training to facilitate regionally coordinated messaging in an all-hazards incident.



Situational Assessment

Continued funding CalCOP, a situational awareness platform; hired Watch Center coordinators to assess incidents that may require an Emergency Operations Center activation. Conducted a workshop designed to provide senior level/elected officials with the tools necessary for the rapid assessment of critical incidents.

Rebuilding Community

Stabilizing critical infrastructure functions and minimizing health and safety threats allows our region to more rapidly **RECOVER**.



Economic Recovery

Hired emergency planners to develop plans and programs that facilitate business recovery after a disaster. Training classes in disaster cost recovery educated fiscal staff to ensure federal reimbursement after an event.



Planning

Completed the regional care and shelter capability building project. Project deliverables included: a memorandum of understanding toolkit for shelter facility-use contracts; a public information community outreach toolkit; and a review of animal sheltering plans.



Housing

Conducted a full-scale exercise to test local care and shelter operations. Over 2,500 volunteers and staff activated 55 Emergency Operations Centers and opened 18 shelter sites throughout the region. The exercise also tested joint information system capabilities to provide clear and consistent public messaging of shelter operations following a disaster.



Infrastructure Systems

Purchased equipment to restore critical lifelines after an event including: emergency logistics trailers and GIS mapping equipment that assists in the assessment of damaged or degraded infrastructure.



Operational Coordination

Utilized WebEOC to support resource request functions between county emergency operations centers and the CalOES State Operations Center during the fires and floods that occurred in the region. Conducted recovery training courses in: finance, logistics, and planning.



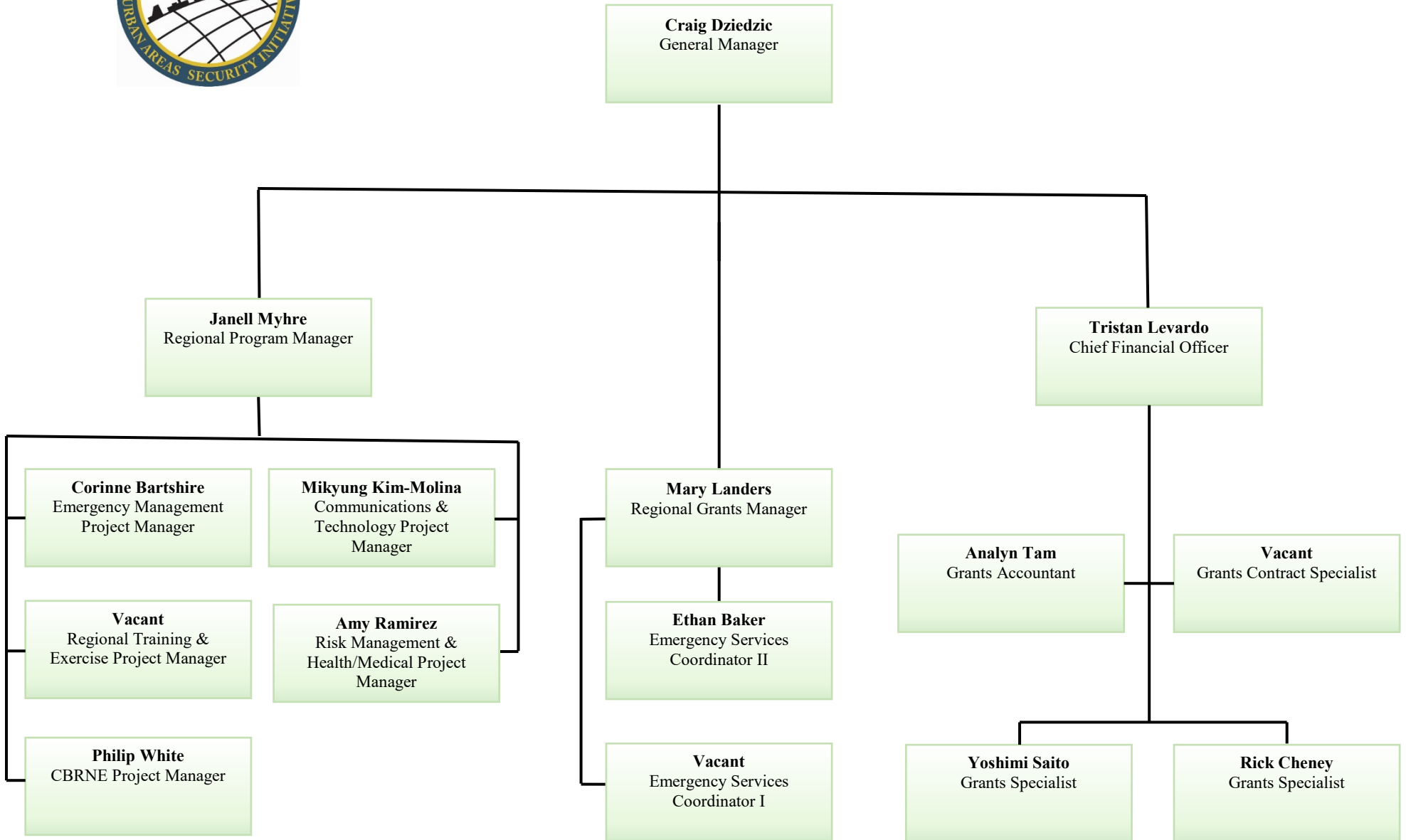
Natural & Cultural Resources

Submitted 50 Environmental and Historic Preservation requests for approval to California Office of Emergency Services. These requests are designed to ensure that all UASI funded training & exercises comply with federal laws designed to protect and maintain environmentally sensitive areas and preserve culturally significant sites for future generations.





Bay Area UASI 2019 Organization Chart





**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
Craig Dziedzic UASI General Manager 8 am – 5 pm	Goal 1 Public Safety and Information Sharing Goal 2 Critical Infrastructure	<ul style="list-style-type: none"> Provide region-wide leadership and administration of all grant initiatives funded with federal homeland security grants, in direct support of the homeland security goals approved by the Approval Authority, awarded to the Bay Area Region. Develop, review, and implement plans, protocols, goals, and strategies. Obtain up-to-date understanding of DHS/FEMA funding, priorities, and policies. 	<ul style="list-style-type: none"> Execute Bay Area regional goals/initiatives aligned with up to date Federal/ State policies, goals, strategies, and grant requirements. Develop, initiate, and implement divisional goals, objectives, policies/procedures, and priorities. Develop, implement, and manage a working budget, organization chart, and annual work plans, for the BAUASI organization. 	30%
	Goals 1-8	<ul style="list-style-type: none"> Provide clarity to staff on roles, responsibilities, and expectations. Supervise, train, assign, and evaluate the activities of division personnel. Monitor programmatic and financial management activities, and identify and analyze opportunities for implementing efficiencies and improvements. Select, direct and manage a Management Team to support the Approval Authority and the BAUASI region's initiatives and projects. 	<ul style="list-style-type: none"> Monitor/supervise and/or coach the Regional Program Manager, CFO, and the Regional Grants Compliance Manager. Conduct weekly staff meetings to ensure that regional initiatives are on track and in compliance with state and federal preparedness goals. Consult with the Chair of the Approval Authority to develop agendas for Approval Authority meetings pursuant to the Bylaws of the Master MOU. 	27%

	<p>Goals 1-8</p>	<ul style="list-style-type: none"> • Communicate regularly with executive-level management regarding the organization's activities and coordinate and/or represent the organization before legislative boards or committees on a regular or as needed basis. • Chair the Coalition of California UASIs (CCUs) meetings to discuss and implement statewide best practices and preparedness goals/strategies. • Serve as a Liaison between Cal OES and the CA UASIs. <hr/> <ul style="list-style-type: none"> • Enhance the organization's operating revenue by coordinating and strategizing with federal, state, and local agencies to increase organizational grant funding and/or leverage resource allocations for regional Planning, Organization, Exercise and Training. • Collaborate with the NCRIC, Cal OES and other state/local agencies and departments to develop, enhance, and implement regional and statewide initiatives involving data sharing (California Common Operating Picture - CalCOP), cyber security, and risk management. 	<ul style="list-style-type: none"> • Represent the CA UASIs at the quarterly meetings of the CA Homeland Security Advisory Committee. • Develop CCU agendas and conduct quarterly meetings to share best practices among the CCU members. • Attend weekly deputies meeting at SF Dept. of Emergency Management. • On an as needed basis, meet individual members of the Approval Authority, Subject Matter Experts, and other regional, state/federal stakeholders to enhance working relationships. <hr/> <ul style="list-style-type: none"> • Form necessary regional working groups to respond to Notices of Funding Announcements for applicable grants. • Participate in pilot projects with state and federal agencies such as the Office of Countering Weapons of Mass Destruction. • Form working partnerships with the Coast Guard, Maritime Community, Dept. of Environment, and other federal/state agencies. 	<p>23%</p> <p>20%</p>
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**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-2020**

Staff	UASI Goals	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Vacant</p> <p>Assistant General Manager</p> <p>Mon-Fri 8am-5pm San Francisco</p>	<p>Management and Administration</p>	<ul style="list-style-type: none"> • Developing, reviewing and implementing plans, protocols, goals, and strategies • Supervising, training, assigning, and evaluating the activities of division personnel • Providing clarity to staff on roles, responsibilities, and expectations • Monitor programmatic and financial management activities, and identify and analyze opportunities for implementing efficiencies and improvements 	<ul style="list-style-type: none"> • Compliance with MOUs, bylaws, and any policies and procedures established by the Approval Authority • Up to date understanding of DHS/FEMA funding, priorities, and policies • Policies and templates for performance plans and appraisals • In house training plan and implementation of plan • Organization chart • Management Team Administrative Policies and Procedures • Grants Policies and Procedures 	<p>25%</p>
		<ul style="list-style-type: none"> • Direct project staff responsible for the development and coordination of the Bay Area UASI regional risk management program and project selection process • Direct project staff as they work with stakeholders to review goals, strategies, analyze gaps in capabilities • Oversee tasks associated with application for and distribution of 	<ul style="list-style-type: none"> • Oversight of communication to stakeholders on risk management and planning program and activities and THIRA/SPR • Bay Area Homeland Security Strategy • Allocation and policy priorities • Project proposal and prioritization process 	<p>75%</p>

		<p>grant funds and programs and ensure compliance with applicable federal and state grant requirements</p> <ul style="list-style-type: none"> • Provide regional coordination, monitoring, and appropriate oversight and management of grant funded projects and programs • Work with working groups and Bay Area stakeholders to obtain input and make recommendations to the Approval Authority 	<p>documents</p> <ul style="list-style-type: none"> • Project plans, timelines MOUs, and professional services contracts • IJs • UASI grant application • Review of project deliverables • Budget and spending tracking • Regular participation and report outs at Approval Authority meeting 	
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**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Tristan Levardo Chief Financial Officer 8 am – 5 pm San Francisco</p>	<p>Management and Administration</p>	<ul style="list-style-type: none"> • Oversee the financial administration of HLS grants and the financial operations of the Bay Area UASI. • Direct the day-to-day operations of the Grants Management Unit in support of the Bay Area UASI mission and goals. • Administer HLS grant programs in accordance with DHS National Initiatives and grant guidelines with respect to grants management and accounting. • Attend local/ regional stakeholder meetings to implement best practices and state-wide preparedness goals and initiatives. • Participate in weekly staff meetings to ensure that regional initiatives are on track and in compliance with state and federal preparedness goals. • Provide fiscal and accounting support as well as technical 	<ul style="list-style-type: none"> • Comply with reporting requirements by submitting on time accurate Financial Workbook, cash requests, program status reports, and budget reports. • Implement funding allocation and program plans in accordance with grant guidelines. • Develop policies and procedures to implement grant management objectives per grant management guidelines. • Create reports for AA including project status reports, travel expense reports, etc. • Oversee activities of Post Audit, Single Audit, and other state and Federal audits. • Oversee monitoring of sub recipient activities in compliance with grant provisions, and generate meaningful monitoring reports. 	<p>25%</p> <p>20%</p> <p>15%</p> <p>10%</p> <p>10%</p> <p>15%</p>

		<p>assistance to UASI management team, and regional and local partners.</p> <ul style="list-style-type: none"> • Oversee and coordinate the audit of grant accounting transactions including Single Audit, Post Audit and granting agency site reviews. • Oversee monitoring activities of regional and local jurisdictions in compliance with applicable grant guidelines. • Oversee completion of MOUs and LOAs. 	<ul style="list-style-type: none"> • Issue accurate and timely MOUs and LOAs. 	5%
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**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
Vacant Contract Specialist 8 am – 5 pm San Francisco	Management and Administration	<ul style="list-style-type: none"> • Manage, develop, create and amend Memorandums of Understanding (MOU) with sub-recipient jurisdictions and Letters of Agreement (LOA) with San Francisco City Departments for all grant programs. 	<ul style="list-style-type: none"> • Create MOU boilerplate, Appendix A and Grant Assurance templates for each grant program 	60%
		<ul style="list-style-type: none"> • Develop professional services contracts. • Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. 	<ul style="list-style-type: none"> • Work in collaboration with UASI Program Managers and sub-recipient jurisdictions to obtain necessary information (e.g., project description, deliverables, timelines, contact information, budget amounts, etc.) in order to complete MOUs/LOAs 	30%
		<ul style="list-style-type: none"> • Work with project managers to review programmatic requirements of various grants. • Perform desk audit of sub recipient reimbursement request to ensure that all expenditures are in compliant with grant guideline and they are supported by proper documentation. 	<ul style="list-style-type: none"> • Generate formal modifications to MOUs/LOAs, as necessary • Serve as liaison to SF City Attorney. • Provide ongoing technical assistance to sub-recipients regarding MOU/LOA requirements and compliance • Maintain and track MOU/LOA status and budget information on the Inventory and Status spreadsheet • Carry out full execution of all MOUs/LOAs • Present updates to CFO and Program Mangers on MOUs/LOAs • Create RFP/RFQ for Professional Services Contracts. 	10%

			<ul style="list-style-type: none"> • Facilitate and/or participate on Review Panels. Write contracts using the City's P600 boilerplate and scope of services • Process contracts with SF Office of Contracts Administration and Human Rights Commission. • Attend meetings of San Francisco Department of Emergency Management, Office of Contracts Administration and Civil Service Commission. 	
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**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
Analyn Tam Grants Accountant 8 am – 5 pm San Francisco	Management and Administration	<ul style="list-style-type: none"> Organize the fiscal and accounting requirements of UASI grants in accordance with the Policies and Procedures Manual. 	<ul style="list-style-type: none"> Maintain accurate financial data including the budgets, encumbrances, actual expenses in Financial Accounting Management Information System (FAMIS). 	35%
		<ul style="list-style-type: none"> Perform desk audit of sub recipient reimbursement request to ensure that all expenditures are in compliant with grant guideline and they are supported by proper documentation. 	<ul style="list-style-type: none"> Prepare final management forms and workbooks for cash requests and modification requests in a timely manner. 	25%
		<ul style="list-style-type: none"> Prepare financial management forms workbooks for cash requests and modification requests and ensure all grant requirements have been met prior to submittal to the State. 	<ul style="list-style-type: none"> Review, analyze and monitor budget and spending of grants and generate budget status and spending reports to the CFO. 	15%
		<ul style="list-style-type: none"> Assign, supervise, and evaluate staff accounting work in compliance with Generally Accepted Accounting Principles and applicable grant provisions. 	<ul style="list-style-type: none"> Assist in overseeing accounting staff to maintain efficient work flow and develop processes for timely reimbursements to subrecipients, cash request and grant reconciliations. 	20%
		<ul style="list-style-type: none"> Ensure that the Bay Area UASI’s strategic goals align with a National or State priorities as well with the Target Capabilities from the National Preparedness Guidelines. 	<ul style="list-style-type: none"> Prepare financial reports as requested by CFO and UASI Management Team. 	5%
<ul style="list-style-type: none"> Actively engage, develop, foster, and enhance working partnerships with local and regional stakeholders, which include working groups, subject 				

		<p>matter experts, and nongovernment organizations.</p> <ul style="list-style-type: none"> • Work with sub-recipients in reviewing and analyzing grant reimbursement requests to ensure expenditures incurred are in compliance with grant guidelines and are consistent with sub-recipient awards affirmed in MOU agreements. • Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. Evaluate and review grants financial and accounting operation, and work with project managers to review programmatic requirements of various grants. • Provide initial training for new grants analysts in areas of budget, accounting, purchasing activities, payroll analysis and reconciliation, as well as UASI grants model structure of projects and solution areas and grants administration. • Prepare written reports with comments and recommendations. Maintain monitoring records for Federal and State monitoring visits and audits. 		
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**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
Rick Cheney Grants Specialist 8 am – 5 pm San Francisco	Management and Administration	<ul style="list-style-type: none"> Perform desk audit of sub recipient reimbursement request to ensure that all expenditures are in compliant with grant guideline and they are supported by proper documentation. 	<ul style="list-style-type: none"> Administer HLS grant programs in accordance with DHS National Initiatives and grant guidelines with respect to grants management and accounting. Execute grant processes in ensuring compliance of regional and local sites and jurisdictions. 	30%
		<ul style="list-style-type: none"> Prepare financial management forms workbooks for cash requests and modification requests and ensure all grant requirements have been met prior to submittal to the State. 	<ul style="list-style-type: none"> Implement all fiscal and accounting requirements in grants management and reporting activities, ensuring all related internal control procedures are maintained and all budgetary control procedures are in place. 	25%
		<ul style="list-style-type: none"> Ensure that the Bay Area UASI’s strategic goals align with National or State priorities as well with the Target Capabilities from the National Preparedness Guidelines. 	<ul style="list-style-type: none"> Process and reconcile grants accounting transactions including budget, revenues, expenditures, and encumbrances within required timeframe, ensuring fiscal compliance with appropriate rules and provision. 	20%
		<ul style="list-style-type: none"> Actively engage, develop, foster, and enhance working partnerships with local and regional stakeholders, which include working groups, subject matter experts, and nongovernment organizations. 	<ul style="list-style-type: none"> Prepare final management forms and workbooks for cash requests and modification requests in a timely manner. 	15%
		<ul style="list-style-type: none"> Work with sub-recipients in reviewing and analyzing grant reimbursement requests to ensure expenditures incurred are in compliance with grant 	<ul style="list-style-type: none"> Assist in conducting onsite monitoring visits to ensure compliance. 	10%

		<p>guidelines and are consistent with sub-recipient awards affirmed in MOU agreements.</p> <ul style="list-style-type: none">• Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. Evaluate and review grants financial and accounting operation, and work with project managers to review programmatic requirements of various grants.• Provide support in developing contracts and MOUs.		
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**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Yoshimi Saito Grants Specialist 8 am – 5 pm San Francisco</p>	<p>Management and Administration</p>	<ul style="list-style-type: none"> • Perform desk audit of sub recipient reimbursement request to ensure that all expenditures are in compliant with grant guideline and they are supported by proper documentation. • Prepare financial management forms workbooks for cash requests and modification requests and ensure all grant requirements have been met prior to submittal to the State. • Ensure that the Bay Area UASI’s strategic goals align with National or State priorities as well with the Target Capabilities from the National Preparedness Guidelines. • Actively engage, develop, foster, and enhance working partnerships with local and regional stakeholders, which include working groups, subject matter experts, and nongovernment organizations. • Work with sub-recipients in reviewing and analyzing grant reimbursement requests to ensure expenditures incurred are in compliance with grant 	<ul style="list-style-type: none"> • Administer HLS grant programs in accordance with DHS National Initiatives and grant guidelines with respect to grants management and accounting. Execute grant processes in ensuring compliance of regional and local sites and jurisdictions. • Implement all fiscal and accounting requirements in grants management and reporting activities, ensuring all related internal control procedures are maintained and all budgetary control procedures are in place. • Process and reconcile grants accounting transactions including budget, revenues, expenditures, and encumbrances within required timeframe, ensuring fiscal compliance with appropriate rules and provision. • Prepare final management forms and workbooks for cash requests and modification requests in a timely manner. • Assist in conducting onsite monitoring visits to ensure compliance. 	<p>30%</p> <p>25%</p> <p>20%</p> <p>15%</p> <p>10%</p>

		<p>guidelines and are consistent with sub-recipient awards affirmed in MOU agreements.</p> <ul style="list-style-type: none">• Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. Evaluate and review grants financial and accounting operation, and work with project managers to review programmatic requirements of various grants.• Provide support in developing contracts and MOUs.		
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**Bay Area Urban Areas Security Initiative (UASI)
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal Areas	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
<p>Janell Myhre</p> <p>Regional Program Manager</p> <p>9:00am – 5:30pm</p>	<p>Goals 1 - 8</p>	<p>Work with General Manager to lead the UASI Management Team in building Bay Area public safety and community preparedness capabilities, using a risk based approach aligned with federal guidelines.</p> <p>Organize program activities supporting the mission and goals of the Bay Area UASI. Identify and develop new program areas to support the strategic direction of the organization.</p> <p>Ensure program goals are met in identified areas, including stakeholder satisfaction, program quality and team member performance.</p> <p>Remain current in UASI and other national grant program standards.</p>	<ul style="list-style-type: none"> • Oversee Program Team initiatives and balance organizational workloads to achieve project management and monitoring goals. • Work with CFO to ensure UASI grant fiscal goals and objectives are coordinated with project management activities. • Coordinate timely, relevant presentations to ensure the UASI Approval Authority is informed of program expenditures and the related impact on Bay Area public safety and community preparedness capabilities. • Coordinate with other UASI sites in the country to engage in national information sharing on current program and project development and standards. 	<p>65%</p>

Staff	UASI Goal Areas	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
		<p>Implement best practices to strengthen regional relationships in order to coordinate and improve the development and use of UASI programs.</p>	<ul style="list-style-type: none"> • Coordinate annual Bay Area stakeholder outreach and follow up to support regional program planning and execution. • Ensure UASI program team processes are efficient, accurate and up to date; archive information for future reference. • Manage the UASI Technical Assistance Program; track and evaluate program effectiveness; revise program based on Bay Area input. • Engage and coordinate with Bay Area regional agencies and organizations, CalOES and Coastal Region, and FEMA Region IX to coordinate and support Bay Area initiatives. 	25%
		<p>Support Bay Area jurisdictions with UASI project management coordination</p>	<ul style="list-style-type: none"> • Provide guidance and support to Program Team in assisting UASI funding sub recipients to complete projects through project monitoring and contractor management. • Attend Bay Area regional meetings and conduct outreach to work directly with Bay Area jurisdictions, as needed. 	10%



**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibilities	Critical Tasks and Job Functions	Allocation of Time
<p>Vacant</p> <p>Training and Exercise Project Manager</p> <p>40 hours weekly</p>	<p>Training and Exercise</p>	<p>Serve as the Project Manager for the Regional Training and Exercise (T&E) Program</p> <ul style="list-style-type: none"> • Implement an annual regional exercise for the Bay Area. • Serve as Chair or Co-Chair for monthly Regional Training and Exercise Program workgroup meetings. 	<ul style="list-style-type: none"> • Plan, monitor, evaluate, and manage the Regional T&E Program to meet Bay Area public safety and community preparedness needs. • Coordinate with community-based organizations to include community input in T&E program initiatives and outputs. • Using a whole community approach, maintain a multidisciplinary Regional Training and Exercise Work Group. • Following HSEEP guidelines, lead the design and execution of an annual exercise for the Bay Area region. • Produce and maintain all T&E records. Ensure Improvement Plan (IP) items and performance gaps are identified and addressed from the annual regional exercise After Action Report (AAR). Recommend enhanced training and exercise delivery models, as needed. • Attend stakeholder meetings, conferences, federal/state/local ad hoc meetings, as needed. • Produce Regional Training and Exercise Annual reports. 	<p>90%</p>

			<ul style="list-style-type: none"> • Manage the development and implementation of a Multi-Year Regional Training and Exercise Plan. • Prepare reports and recommendations to UASI Management Team and Approval Authority, as needed. • Implement approved policies and procedures ensuring T&E activities are compliant with UASI grant guidelines, including oversight of the Regional T&E program agreements, MOUs and vendor contracts. • Monitor the annual Regional T&E Program UASI grant budget; including the timely submission of reimbursement requests and provision of supporting documentation. 	10%
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**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goals	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Corinne Bartshire Emergency Management Project Manager</p> <p>SF DEM</p> <p>7:00 am – 4:30 pm San Francisco</p>	<p>Goal 6 Catastrophic Planning and Response</p> <p>Goal 7 Community Preparedness</p> <p>Goal 8 Recovery</p>	<p>Regional Training & Exercise Program RFP:</p> <ul style="list-style-type: none"> • Manage contract for community engagement • Develop RFP including requirements for new program administration <p>Annual Regional Coordination Exercise:</p> <ul style="list-style-type: none"> • Exercise Director • Manage exercise planning team • Manage contract for exercise design and conduct <p>Regional Capability Building:</p> <ul style="list-style-type: none"> • Manage regional contracts related to building capabilities to be exercised regionally including Critical Transportation 	<ul style="list-style-type: none"> • Manage procurement process, including developing RFPs, RFQs, negotiating contract schedules/project plans, drafting statements of work, assisting with recruitment/selection of RFP and RFQ evaluators, and preparing recommendations for contract awards. • Serve as contract and project manager, working closely with the selected contractors and stakeholders throughout the region to ensure deliverables meet HSEEP and grant guidelines and are completed well and on time. • Provide coordination, monitoring, and appropriate oversight to ensure local capabilities are built and regional coordination is effectively tested in alignment with current State / Federal plans, regional objectives, and local goals. • Work with the new Regional Training & Exercise Program, FEMA IX, Cal OES and Bay Area OAs to develop long term planning strategies to address prior Regional Exercise Improvement items. 	<p>10%</p> <p>70%</p>

Staff	UASI Goals	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
		<p>Convene and/or attend advisory and/or working groups as necessary, representing Bay Area UASI to ensure region-wide communication and participation in community preparedness and recovery related projects.</p>	<ul style="list-style-type: none"> • Chair the Emergency Management Work Group (EMWG). Coordinate and oversee related subcommittees and sub workgroups to ensure UASI’s regional projects meet local needs. • Represent Bay Area UASI in meetings related to regional projects, policies, or procedures. These include Mutual Aid Regional Advisory Committee (MARAC), California Emergency Services Association (CESA), and other stakeholder groups as appropriate. 	<p>10%</p>
		<p>Project Monitoring</p>	<ul style="list-style-type: none"> • Monitor progress of assigned sub-grantee allocated projects on a quarterly basis. 	<p>10%</p>



**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal/ Objectives	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
<p>Mikyung Kim-Molina</p> <p>Communications and Technology Project Manager</p> <p>SF DEM</p> <p>8:45am – 5:15pm</p>	<p>Goal 1 Public Safety Information Sharing</p>	<p>Project Manager for the Public Safety Information Sharing</p>	<ul style="list-style-type: none"> • Public Information and Sharing: Coordinate and support efforts to enhance regional information sharing; Chair the Public Safety Information Sharing Workgroup; providing project oversight and monitoring to ARIES and COPLINK projects. 	<p>10%</p>
	<p>Goal 3 Cybersecurity</p>	<p>Project Manager for cyber resilience projects</p>	<ul style="list-style-type: none"> • Cyber Security: Plan and manage the Cybersecurity Framework Planning Project and the Cybersecurity Tiered Training Project as well as other projects to strengthen cyber resilience capabilities, including chairing the Cyber Resilience Workgroup, 	<p>40%</p>
	<p>Goal 4 Communications</p>	<p>Project Manager for operational communications and public information and warning projects</p>	<ul style="list-style-type: none"> • Operational Communications: Coordinate with BayRICS, the P25 Radio Operators Advisory Group to enhance interoperable communications in the region. Coordinate with BayRICS in managing TICP and FirstNet activities. 	<p>5%</p>
			<ul style="list-style-type: none"> • Emergency Public Information and Warning: Coordinate and support efforts to enhance regional public information and mass notification capabilities, including chairing the Public Information & Warning Working Group; Manage and oversee the development of the annual Bay Area Mass Notification Seminar. 	<p>30%</p>

Staff	UASI Goal/ Objectives	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
	<p>Goal 7 Community Preparedness</p>	<p>Serve as regional contact for preventing targeted violence project.</p> <p>Provide regional stakeholder coordination; oversee project procurement and monitoring duties</p>	<ul style="list-style-type: none"> • Work with state, federal, and community-based organizations to address strategies against targeted violence. • Performs project management duties; coordinates with fiscal team on RFPs and RFQ processes; negotiate vendor deliverables; develop and track project plans. • Represent UASI at meetings with State, Federal, regional, private sector and community-based organizations; prepare reports and presentations for UASI Management Team and Approval Authority, as needed. 	<p>5%</p> <p>10%</p>



**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019 – 2020**

Staff	UASI Goals	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
<p>Amy Ramirez</p> <p>Risk Management & Health/Medical Project Manager</p> <p>SFDEM</p> <p>8:45am – 5:15pm</p>	<p>Goal 1 Public Safety Information Sharing</p> <p>Goal 2 Critical Infrastructure</p>	<p>Manage the Risk Management Program for the Bay Area, including the THIRA & SPR process.</p>	<ul style="list-style-type: none"> • Oversee the THIRA/SPR development process and gather local government input to meet FEMA requirements. • Manage vendor deliverables supporting the THIRA/SPR and the Risk Management Program. • Identify and implement opportunities to refine the Risk Management program to incorporate capability assessment. • Facilitate and coordinate asset updates and PCII certification. • Provide written status reports and provide oral presentations to General Manager, UASI Approval Authority, and other organizations as requested. Maintain all records associated with project activities. 	<p align="center">35%</p>

	Goal 5 Health & Medical	Chair the Regional Medical and Public Health Workgroup meetings and engage stakeholders.	<ul style="list-style-type: none"> • Liaise with regional medical/public health groups such as Association of Bay Area Health Officials (ABAHO) and Bay Area Mass Prophylaxis Working Group (BAMPWG) to ensure effective regional coordination and collaboration. • Provide contract oversight to develop consistent multilingual and accessible information to educate and prepare the public for future poor air quality events (FY18 Regional Air Quality Initiative) • Support Stop the Bleed initiatives in the region • Oversee implementation of BAMPWG mass prophylaxis regional exercise project 	35%
	Goal 6 Catastrophic Planning and Response	Manage FY18 Regional Grocery Supply Chain Project.	<ul style="list-style-type: none"> • Research, analyze, and engage key stakeholders in the grocery supply chain. 	15%
	Monitoring	Provide regional coordination, monitoring, and appropriate oversight and management of grant funded projects.	<ul style="list-style-type: none"> • Ensure assigned jurisdictions are meeting performance milestones and are compliant with grant guidelines 	10%
	Goal 8 Recovery	Support critical lifeline initiatives and projects in the region.	<ul style="list-style-type: none"> • Coordinate with ABAG initiatives and track SF Lifelines Council activities 	5%



**Bay Area Urban Area Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Philip White CBRNE Project Manager Independent Contractor 40 hours per week</p>	<p>Goal 4 Strengthen CBRNE Detection, Response, and Decontamination Capabilities</p>	<p>Manage the Bay Area UASI Chemical, Biological, Radiological, Nuclear, & Explosive (CBRNE) Program</p> <ul style="list-style-type: none"> • Provide guidance and assistance in finalizing CBRNE projects, records and documents. • Chair CBRNE Workgroup and related sub-committees. <p>Manage the Bay Area UASI Preventative Radiologic Nuclear Detection (PRND) project</p> <ul style="list-style-type: none"> • Chair PRND Sub Committees 	<ul style="list-style-type: none"> • Coordinate and manage working group meetings; prepare and archive meeting agendas, minutes and follow up documents for CBRNE working group and PRND sub-committee • Manage CBRNE Program strategic plan, ensuring goals and objectives are executed, evaluated and updated with workgroup member input. • Attend Approval Authority meetings; prepare and provide written reports and presentations, as needed. • Develop PRND radiological alarm intake protocols with NCRIC, updates to the Concept of Operations Plans, equipment policy and procedures. • Manage PRND training courses. • Support development of PRND Exercise and follow up activities. 	<p>30%</p> <p>20%</p>

		Serve as UASI Management Team Maritime Subject Matter Expert (SME)	<ul style="list-style-type: none"> • Lead CBRNE work group in participating in the development and execution of the 2019-20 Bay Ferry V maritime exercise • Act as UASI representative with USCG, State HazMat Local Area Planning Committee, and Northern California Area Maritime Security Committee. 	20%
		Project Monitoring	<ul style="list-style-type: none"> • Monitor progress of assigned sub-grantee allocated projects on a quarterly basis. 	10%
		Regional Training and Exercise	<ul style="list-style-type: none"> • Support and facilitate pre-approved training sessions, as assigned. • Provide knowledge support for the transition of the regional training program. 	10%

**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-2020**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Mary Landers Regional Grants Manager</p> <p>SFDEM</p> <p>8 am – 5 pm San Francisco</p>	<p>Management and Administration</p>	<p>Compliance</p> <ul style="list-style-type: none"> • Technical lead on all compliance requirements • Provide support and build capacity of program and finance staff on compliance requirements. • Design/implement at least 1 training on compliance requirements for staff. • Coordinate updates to policies and procedures documents. • Keep staff apprised of FEMA updates <p>Grant Applications</p> <ul style="list-style-type: none"> • Prepare and submit IJs • Prepare and submit grant applications • Research new grant funding streams and spearhead grant application process. <p>Legislation</p> <ul style="list-style-type: none"> • Prepare legislation and supporting documentation for submittal to the Board of Supervisors. • Work closely with DEM representative to provide additional information/clarification as needed. 	<ul style="list-style-type: none"> • Provide regional coordination, monitoring, and appropriate oversight and management of grant funded projects to ensure jurisdictions are compliant with grant guidelines and meeting their performance milestones and deliverables; • Coordinate with State and Federal agencies and UASI sites to share best practices; and • Prepare grant applications and written status reports, provide oral presentations and briefings to local and regional emergency management groups, Advisory Groups, Approval Authority, and local, state, and Federal agencies, prepare legislative documents, and maintain all records associated with project activities. • Ensure that legislation is prepared and delivered as requested. 	<p>25%</p>

	<p>Goals 1-8</p>	<p>Supervision</p> <ul style="list-style-type: none"> • Oversee and manager 8601 and 8602 • Perform Mid-Year and Annual Reviews • Ensure accountability of assigned tasks • Oversee summer internship participants <p>Project Proposal Process</p> <ul style="list-style-type: none"> • Assume lead of Project Proposal process. • Oversee the edit and update of all guidance documents- both internal and external- pertaining to the project proposal process. • Act as coordinator for stakeholder outreach. • Responsible for the scheduling of the Kickoff meeting and Hub meetings. • Prepare all PowerPoints/charts for January Hub meetings <p>Special Projects</p> <ul style="list-style-type: none"> • On an as needed basis be prepared to draft and develop RFPs, RFIs, or contracts 	<ul style="list-style-type: none"> • Ensure accountability of 8601 and 8602 for assigned tasks- including weekly one on one meetings and conducting annual performance reviews. • Oversee all summer intern program members <ul style="list-style-type: none"> • Ensure UASI program team processes are efficient, accurate and up to date; archive information for future reference. • Draft the annual Project Proposal Guidance document and Internal Program policy document; present and obtain Approval Authority approval. • Coordinate annual Bay Area stakeholder outreach during grant proposal process. • Engage and coordinate with Bay Area regional agencies and organizations, as needed. • Prepare meeting agendas and conduct working group meetings as necessary. 	<p>40%</p>
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	<p>Goal 6 Catastrophic Planning and Response</p>	<p>Planning and Outreach</p> <ul style="list-style-type: none"> • Act as lead for 3 newsletters and Annual Report <p>PRND Program</p> <ul style="list-style-type: none"> • Provide assistance to PRND program • Provide regional coordination, monitoring, management, and oversight of grant-funded projects and programs. • Provide support to sub-recipients to ensure that projects are successfully completed <p>Continuity of Operations Plan</p> <ul style="list-style-type: none"> • Oversee the development and maintenance of UASI division’s Continuity of Operations Plan (COOP) 	<ul style="list-style-type: none"> • Review and edit copy, approve photos, and ensure on-time release of the newsletters and report. • Coordinate with PRND Project Lead to update policies and procedures for the PRND program. • On an as needed basis, coordinate with state agencies, such as CADPH and CHP to ensure policies align. • Support various program activities such as: <ul style="list-style-type: none"> ○ UASI stakeholder outreach and work group coordination ○ Project research and analysis • Perform research and engage stakeholders in completing PRND risk management gap analysis. • Oversee the development and submission of grant applications should funding become available. <ul style="list-style-type: none"> • Ensure plan/schedule is uploaded and kept up to date in MS Project • Set meeting deadlines with staff and review all draft documents 	<p>25%</p> <p>10%</p>
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**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
Ethan Baker Emergency Services Coordinator II M-F 8-5 San Francisco	Management and Administration	Website Administration	<ul style="list-style-type: none"> • Plan and develop website improvements for public outreach • Update, edit, and post planning documents as needed • Manage maintenance and hosting of site • Train staff and regional users how to upload documents and audio • Conduct quarterly demonstrations of website updates at staff meeting • Manage User Access & Permissions Levels & Contact Database • Process incoming changes • Manage vendor contracting, hosting, and support • Review and analyze system generated reports from database 	25%
		Project Proposal Process	<ul style="list-style-type: none"> • Review and assist with update of internal and external guidance documents. • Ensure Online Grant Management System information (including funding opportunities and requirements) is correct. • Using approved documents, modify application forms for upcoming fiscal year • Prepare and schedule the release of communications & outreach materials (alerts management) for proposal process • Integrate policy and procedural changes into system • Prepare planning materials for stakeholder outreach (including PowerPoints, charts, and other documents) 	60%

	<p>Goal 6: Catastrophic Planning & Response</p>		<ul style="list-style-type: none"> • Execute Project Change Requests to ensure compliance • Conduct initial review of all submitted project proposals to ensure compliance • Review all programmatic assignments to ensure project proposals are delegated accurately 	
		<p>Planning and Outreach</p>	<ul style="list-style-type: none"> • Gather research materials and design/layout Annual Report and 3 quarterly Newsletters for stakeholders • Review and edit regional project plan materials as needed 	<p>15%</p>



**Bay Area Urban Areas Security Initiative
Work Plan Fiscal Year 2019-20**

Staff	UASI Goal	Assignments & Responsibility	Critical Tasks & Job Functions	Allocation of Time
Vacant Emergency Services Coord. 8 am – 5 pm San Francisco	Management and Administration	Coordinate logistics of Approval Authority meetings	<ul style="list-style-type: none"> • Public liaison to the Approval Authority • Prepare, edit , and format documents to be submitted to the Approval Authority • Distribute documents to appropriate staff and Approval Authority members • Upload documents to UASI website • Maintain official records of meetings and official actions of the Approval Authority • Set up and attend Approval Authority meetings 	40%
		Office Management and Administrative Support	<ul style="list-style-type: none"> • Provide administrative support to Management Team • Coordinate logistics of weekly staff meetings • Draft weekly Deputy Director Meeting Report • Liaison to Building Management • Manage the master calendar • Order office supplies • Provide technical support and maintain conference room equipment • Liaison to DEM Human Resources • Liaison to DEM Information Technology • Coordinate Well-Being @ Work Program • Provide updates for EverBridge Mass Notification System 	30%

		<p>Project Support</p> <p>Risk Management Program and Asset Catalog</p> <p>Continuity of Operations Plan</p>	<ul style="list-style-type: none"> • Assist Management Team with special projects including Microsoft Project monitoring, Homeland Security Conference Presentations, newsletters, annual reports, website maintenance, online grants management system, and Summer Intern Program • Research demographic data of schools to determine risk priority levels in Cal COP and provide written updates • Update and maintain Continuity of Operations Plan • Develop and coordinate emergency preparedness drills and readiness activities for Management Team 	<p>30%</p>
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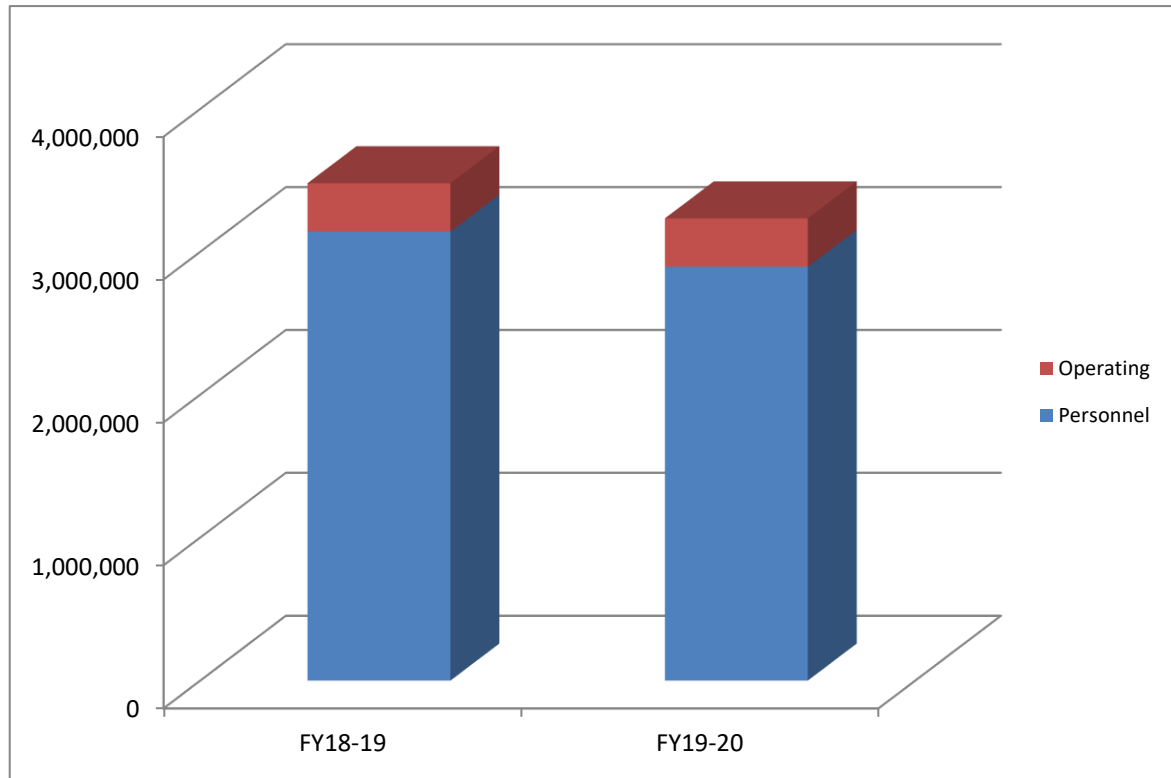
**Bay Area UASI Program
FY2019-2020 Proposed Budget**

	FY19-20	FY18-19	Change Inc/(Dec)
<u>Revenue Sources</u>			
16 UASI (Program and M&A)		\$ 200,000	
17 UASI (Program and M&A)	\$ 200,000	\$ 2,158,204	
18 UASI (Program and M&A)	\$ 1,912,177	\$ 1,121,440	
19 UASI (Program and M&A)	\$ 1,121,440		
TOTAL ALL SOURCES	\$ 3,233,617	\$ 3,479,644	\$ (246,027)
<u>Expenditures:</u>			
<u>Personnel</u>			
Salaries and Fringes - Project Management	\$ 1,556,087	\$ 1,841,110	\$ (285,023)
Salaries and Fringes - Grants Management (M&A)	\$ 883,958	\$ 858,230	\$ 25,728
Salaries and Fringes - Compliance and Administration	\$ 455,072	\$ 441,804	\$ 13,268
Subtotal	\$ 2,895,117	\$ 3,141,144	\$ (246,027)
<u>Operating (M&A)</u>			
Travel (Program and M&A)	\$ 35,000	\$ 35,000	\$ -
Rents and leases	\$ 249,500	\$ 249,500	\$ -
Copy machines, website, on-line meetings, phones	\$ 20,000	\$ 20,000	\$ -
Office supplies/printing	\$ 20,000	\$ 20,000	\$ -
City Attorney Services (review of MOUs and contracts)	\$ 12,000	\$ 12,000	\$ -
Legal Services (Approval Authority)	\$ 2,000	\$ 2,000	\$ -
Subtotal	\$ 338,500	\$ 338,500	\$ -
TOTAL EXPENDITURES	\$ 3,233,617	\$ 3,479,644	\$ (246,027)

**UASI Management Team
FY2019-2020 Personnel Detail**

Classification / Jurisdiction	Job Title	Project	Salary	Fringe Benefits	Total
<u>Project Management Team</u>					
0954 Mgr VIII/SF	General Manager	Program Management	217,802	76,231	294,032
0932 Mgr IV/SF	Regional Project Manager	Program Management	165,256	57,840	223,096
0931 Mgr III/SF	CBRNE PM	Program Management	153,920	53,872	207,792
0931 Mgr III/SF	Emergency Management PM	Program Management	153,920	53,872	207,792
0931 Mgr III/SF	Communications and Technology PM	Program Management	153,920	53,872	207,792
0931 Mgr III/SF	Risk Management PM	Program Management	153,920	53,872	207,792
0931 Mgr III/SF	Training & Exercise PM	Program Management	153,920	53,872	207,792
Subtotal			1,152,657	403,429	1,556,087
<u>Grants Management Unit</u>					
0932 Mgr IV/SF	Chief Financial Officer	M&A	165,256	57,840	223,096
1824 Principal Admin Analyst/SF	Contract Specialist	M&A	132,678	46,437	179,115
1657 Acct IV/SF	Grants Accountant	M&A	127,634	44,672	172,306
1823 Sr Admin Analyst/SF	Grants Specialist	M&A	114,608	40,113	154,721
1823 Sr Admin Analyst/SF	Grants Specialist	M&A	114,608	40,113	154,721
Subtotal			654,784	229,174	883,958
<u>Compliance and Administration</u>					
0931 Mgr III/SF	Regional Grants Manager	M&A & Program Management	153,920	53,872	207,792
8602 ESC 2/SF	Planner	M&A & Program Management	100,490	35,172	135,662
8601 ESC 1/SF	Admin Support	M&A	82,680	28,938	111,618
Subtotal			337,090	117,982	455,072
TOTAL: UASI MANAGEMENT TEAM			2,144,531	750,585	2,895,117

	Personnel	Operating		
FY18-19	3,141,144	338,500	3,479,644	
FY19-20	2,895,117	338,500	3,233,617	
Decrease	(246,027)	-	(246,027)	-7.07%



UASI Approval Authority and Management Team Tracking Tool

May 9, 2019 Approval Authority Meeting

#	Name	Who	Date Assigned	Due Date	Status / Comments
1	Access and Functional Needs Project Update	Amy Ramirez	1/31/19	7/11/19	
2	Cyber Resilience Project Update	Mikyung Kim-Molina	8/21/18	7/11/19	
3	FY20 Proposal Guidance	Mary Landers	10/17/18	7/11/19	
4	Annual Stakeholder Feedback Report	Janell Myhre	5/25/18	7/11/19	
5	Technical Assistance Program Update	Janell Myhre	3/5/19	7/11/19	
6	Risk Management Program Update	Amy Ramirez	1/30/19	7/11/19	
7	Supply Chain Management Project Update	Amy Ramirez	6/5/18	7/11/19	
8	NCRIC Bay Area Threat Briefing (closed session)	Mike Sena	1/30/19	8/8/19	
9	Brown Act Training	TBD	1/30/19	8/8/19	
10	Regional Coordination Exercise update	Corinne Bartshire	1/30/19	8/8/19	
11	Tactical Interoperable Communications Plan (TICP) Project Close Out	Corey Reynolds	1/30/19	8/8/19	
12	CBRNE Program Update	Phil White	1/31/19	11/8/19	
13	Radiological Security Initiative Update	Ed Baldini	1/31/19	11/8/19	
14	WebEOC Fusion Project Update	Corinne Bartshire	1/30/19	11/14/19	
15	Training and Exercise RFP Update	Corinne Bartshire	3/25/19	11/14/19	
16	Mass Notification Conference Project Close Out	Mikyung Klm-Molina	1/30/19	11/8/19	
17	Air Quality Messaging Project Closet Out	Francis Zamora	1/30/19	11/8/19	
18					
19					
20					

Regular Items/Assignments

#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
A	UASI Financial Reports	Report	Tristan Levardo		8/8/19 11/14/19 1/9/20 3/12/20 5/8/20	UASI Travel Expenditures FY18 UASI Spending Report Reallocation of Grant Funds FY18 UASI Spending Report Reallocation of Grant Funds
B	BayRICS JPA Quarterly Report	Report	Corey Reynolds		8/8/19 11/14/19 1/9/20 3/12/20	BayRICS JPA Report
C	Election of UASI Officers	Discussion & Action Item	Chair		1/9/20 (annually)	
D	NCRIC Annual Report	Report	Mike Sena		1/9/20 (annually)	
E	Training and Exercise Program Annual Report	Report	Shawn Sexton		1/9/20 (annually)	
F	NCRIC Threat Briefing	Report	Mike Sena		1/9/20 (annually)	
G	Risk Management Program	Report			7/11/19 (annually) 11/14/19 (annually) 11/14/19 (annually) 1/9/20 (annually)	Update THIRA approval Hub funding allocation/Risk formula application Kick Off



To: Bay Area UASI Approval Authority
From: Janell Myhre, Regional Program Manager
Date: May 9, 2019
Re: Item 4: 2019 UASI Workgroup Annual Plans

Staff Recommendation:

No recommendation

Action or Discussion Items:

Discussion

Discussion:

This item provides an update to the Approval Authority on the Bay Area UASI regional workgroup plans and activities for the 2019 calendar year. Appendices A-H summarizes Bay Area UASI regional workgroup activities in Workgroup Charter and/or Annual Work Plan formats. Updates on 2019 workgroup regional projects and initiatives will be provided to the Approval Authority by workgroup members and Chairpersons throughout the year.

Background:

Per the Bay Area UASI By-laws, the General Manager may create discipline-specific and/or functionally-determined working groups to make comprehensive assessments and recommendations that address risk reduction, increase capabilities on a regional basis, vet regional project proposals, and review grant allocations. Regional workgroups are formed to support the Bay Area Homeland Security Goal Areas. Current workgroups include:

- A. BayRICS Radio Operators Advisory Group (Goal 4)
- B. Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) (Goals 6, 7, 8)
- C. Cyber Resilience (Goal 3)
- D. Emergency Management (Goals 6,7,8)
- E. Public Information and Warning (Goal 4)
- F. Public Safety Information Sharing (Goal 1)
- G. Medical and Public Health (Goal 5)
- H. Training and Exercise (Goals 1-8)

Bay Area local government stakeholders provide jurisdiction specific input to the UASI Management Team through participation in these regional workgroup meetings. Many workgroups initiate and submit proposals for regional projects and form sub-committees and focus groups to provide oversight on regional projects and initiatives. The UASI Program Team Project Managers serve as chairpersons for UASI regional workgroups. The Approval Authority receives regular updates and reports on regional workgroup projects and initiatives.



Bay Area UASI Management Team

BayRICS Radio Operators Advisory Group

2019 Annual Plan

Mikyung Kim-Molina of the Bay Area UASI Management Team, works with the Bay Area Regional Interoperable Communications System Authority (BayRICS) to coordinate and share information relevant to regional operational communications.

4	Communications
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Purpose

The BayRICS Radio Operators Advisory Group is a monthly forum for regional stakeholders who are building or operating Project 25 (P25) and other radio networks within the Bay Area. Local government stakeholders provide communications-related input to the UASI Management Team through participation in this BayRICS working group. In order to gather critical input for UASI-funded initiatives, a UASI Program Team Project Manager coordinates closely with the BayRICS General Manager and regional stakeholders.

BayRICS Radio Operators Advisory Group Objectives

The BayRICS Radio Operators Advisory Group:

- Provides a forum for discussing interoperable communications best practices and coordinating on regional interoperable communications efforts.
- Recommends policies and procedures related to communications systems performance, maintenance, and other technical issues.
- Maintains and socializes a Regional Fleetmap and Radio Programming Guidelines
- Hosts annual system key exchanges to promote cross-system interoperability
- Coordinates regular regional interoperability training and testing



Bay Area UASI Management Team Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) Work Group 2019 Annual Plan

The CBRNE Work Group is chaired by Philip White of the Bay Area UASI Management Team. The Emergency Management Work Group Charter outlines the chairperson's roles and responsibilities.

6	Catastrophic Planning and Response
7	Community Preparedness
8	Recovery

I. 2019 Project Oversight

Consistent with the ongoing purpose as stated in the CBRNE Work Group Charter, the Work Group will oversee the following projects:

- Incorporate the Bay Area Preventive Radiological/Nuclear Detection (PRND) Program activities into CBRNE prevention, detection, incident response and recovery programs.
- Use 2019 as an opportunity to validate past CBRNE investments as well as determine current CBRNE capabilities and gaps. This will also be an opportunity for PRND stakeholders to operationalize the recently updated PRND strategic plan, concept of operations, and standard operating procedures into their daily operations.
- Use 2019 to lay the foundation for a FEMA National Level Exercise (NLE) based on a complex coordinated attack involving cyber and radiological/nuclear terrorism
- Conduct CBRNE training for fire, law, EMS, emergency managers, fusion center and public health personnel.
- Conduct CBRNE Special operations team training to include urban search & rescue, hazardous materials, maritime search and rescue.
- Hold CBRNE law enforcement special operations and explosive ordnance training.
- Hold CBRNE incident management, position-specific and emergency operations center trainings.
- Review CBRNE Planning Guidance and tool kits.
- Support region-wide, multi-disciplinary, multi-agency CBRNE Exercises (i.e. BayEx, R-U Ready, Isotope Crossroads 2019, Bay Ferry V, etc.)

II. Member Roles and Responsibilities

Members of the Work Group are expected to attend scheduled Work Group meetings in person or via teleconference (if necessary) for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects
- Offering input to the active Sub-Committees to ensure relevant and quality outcomes of all projects
- Participating in the review of draft and final project deliverables
- Engaging in current regional collaboration efforts and reporting updates to their organization's leadership.

The CBRNE Work Group is scheduled to meet 4 times during 2019. Each meeting will last no more than 2 hours. Additional correspondence to Work Group members will be conducted via email from the Chairperson.

The 14 UASI jurisdictions are encouraged to clearly identify their lead Points of Contact to the Chairperson for participation in each of the projects listed in Section 1.

All Work Group members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this Work Group and its Sub-Committees. At a minimum, Work Group members should coordinate appropriate event participation by staff within their jurisdiction.

III. 2019 Active Sub-Committees

Below are the current Sub-Committees which report to the CBRNE Work Group no less than quarterly throughout 2019. All Sub-Committees are led by Philip White, the CBRNE Program Manager and consist of members from fire, EMS, and law enforcement agencies, and local governments from within the Bay Area UASI region as well as state and federal agencies. The roles and responsibilities of CBRNE Sub-Committee members are listed in Section IV.

Current CBRNE Sub-Committees are:

- Preventive Radiological Nuclear Detection (PRND)
- CBRNE Training & Exercise
- CBRNE Equipment
- Radiological/Nuclear Incident Response and Consequence Management (RNIR-CM)

IV. Sub-Committee/Focus Group Roles and Responsibilities

Each CBRNE Work Group Sub-Committee will provide project guidance, oversight and stakeholder representation in the development of the Sub-Committee's assigned projects.

Sub-Committee members are expected to:

- Attend scheduled Sub-Committee meetings and respond to Sub-Committee correspondence
- Confirm project goals add value for the majority of Bay Area UASI jurisdictions
- Confirm the documented scope of work meets the goals of each project
- Oversee the progress of the relevant project and provide status to the CBRNE Work Group,

the UASI Approval Authority, and other stakeholder groups as appropriate (i.e. Coastal Region MARAC).

- Review draft project deliverables and provide input to ensure quality outcomes.
- Participate in planning workshops and other relevant project tasks by attending scheduled meetings and/or coordinating appropriate attendance from their jurisdiction.

V. Future Focus Areas / Project Ideas

The following are focus areas for the CBRNE Work Group to consider through regional coordination:

- To increase efficiency and reduce undesirable overlap, the Preventive Radiological/Nuclear Detection Radiological and Radiological/Nuclear Incident Response - Consequence Management stakeholders will now convene under the umbrella of the CBRNE Work Group.
- Enhance physical security at facilities that have Class 1 radiological sources on their premises.
- Provide specialized tactical/radiological training for law enforcement, hazardous materials and explosive ordnance teams who are likely to will respond to a report of a security breach alarm at a facility with Class 1 radiological sources.
- Adoption of the Center for Radiological Nuclear Training (CTOS) Preventive Radiological Nuclear Detection (PRND) curriculum
- Adoption of the Center for Radiological Nuclear Training (CTOS) Radiological/Nuclear Incident Response and Consequence Management (RNIR-CM) curriculum
- Adoption of the National Incident Management System (NIMS) and National Qualification System (NQS to facilitate PRND resource management
- Host an annual, stakeholders retreat every November to identify new and emerging CBRNE administration, equipment, training and exercise needs so they can be incorporated in the upcoming year's calendar.
- Develop a regional CBRNE fire, law enforcement and EMS rescue strategic plan, concept of operations, standard operating procedures, recommended equipment sets, training and exercises.
- Update the Bay UASI Multi-Year Training and Exercise Plan (MYTEP) to reflect new CBRNE training courses that will be needed/offered.



Bay Area UASI Management Team Cyber Resilience Workgroup 2019 Annual Plan

The Cyber Resilience Workgroup is co-chaired by Mikyung Kim-Molina of the Bay Area UASI Management Team and Alison Yakabe of the Northern California Regional Intelligence Center (NCRIC). The Chairperson is responsible for developing meeting agendas, scheduling and facilitating regular meetings, and distributing meeting summaries to workgroup members.

3	Cybersecurity
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I. 2019 Regional Project Oversight

Consistent with the ongoing purpose as stated in the Cyber Resilience Workgroup Charter, the workgroup will oversee the following projects:

- Training Program to Improve Cyber Resilience of Public Agency and Critical Infrastructure Systems

II. Member Roles and Responsibilities

Members of the work group are expected to attend scheduled workgroup meetings in person or via teleconference if necessary for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects
- Offering input to the workgroup and any active subcommittees to ensure relevant and quality outcomes of all projects
- Participating in the review of draft and final project deliverables
- Engaging in current regional collaboration efforts and reporting updates to their leadership.

The Cyber Resilience Workgroup is scheduled to meet four times during 2019. Each meeting will last no more than 2 hours. Additional correspondence to workgroup members will be conducted via email from the Chairperson. Workgroup members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this work group and its subcommittees. At a minimum, workgroup members should coordinate appropriate event participation by staff within their jurisdiction.

III. 2019 Active Subcommittees

Below are the current subcommittees which will report to the Cyber Resilience Workgroup throughout 2019. Other subcommittees may stand up as needs arise.

Cybersecurity Training Program Subcommittee

This subcommittee is led by Mikyung Kim-Molina and will oversee the FY18 UASI regional project, "Training Program to Improve Cyber Resilience of Public Agency and Critical Infrastructure Systems."



Bay Area UASI Management Team Cyber Resilience Workgroup 2019 Annual Plan

IV. Subcommittee Roles and Responsibilities

Each Cyber Resilience Workgroup subcommittee will provide project guidance, oversight and stakeholder representation in the development of the subcommittee's assigned projects.

Subcommittee members are expected to:

- Attend scheduled subcommittee meetings and respond to subcommittee correspondence
- Confirm project goals add value for the majority of Bay Area UASI jurisdictions
- Confirm the documented scope of work meets the goals of each project
- Oversee the progress of the relevant project and provide status updates to other UASI workgroups, the UASI Approval Authority, and other stakeholder groups as appropriate.
- Review draft project deliverables and provide input to ensure quality outcomes.
- Participate in planning workshops and other relevant project tasks by attending scheduled meetings and/or coordinating appropriate attendance from their jurisdiction.

V. Workgroup Focus Areas

The following are proposed efforts and focus areas for the Cyber Resilience Workgroup in 2019 and future years:

- Researching cyber readiness gaps/needs and developing a regional response framework
- Understanding cybersecurity on industrial control systems and operational technology
- Hosting facilitated walk-throughs of evaluation toolkits (e.g., NIST Framework)
- Participating in TTX or full-scale cyber resilience exercises
- Exploring Denial of Service attacks and identifying approaches to increase resilience to Denial of Service attacks
- Developing consolidated lists/calendars of cybersecurity-related meetings and events (e.g., MISAC, CCISDA)
- Exploring a mentorship program or other approaches to ensure learnings from UASI-hosted trainings live on in local jurisdictions
- Exploring the development of a regional Security Operations Center (SOC)
- Enhancing regional Cyber Incident Response capabilities through services or task force development.

Proposed presenters / topics for workgroup and subcommittee meetings:

- Cybercrimes
- Cybersecurity and Industrial Control Systems
- California Cybersecurity Training Complex
- TEEX/NDPC Cybersecurity Trainings
- TBD specialists to address specific attack vectors



Bay Area UASI Management Team Emergency Management Work Group 2019 Annual Plan

The Emergency Management Work Group is chaired by Corinne Bartshire of the Bay Area UASI Management Team. The Emergency Management Work Group Charter outlines the chairperson’s roles and responsibilities.

6	Catastrophic Planning and Response
7	Community Preparedness
8	Recovery

I. 2019 Project Oversight

Consistent with the ongoing purpose as stated in the Work Group Charter, the work group will oversee the following projects:

- Critical Transportation Capability Building
- Access and Functional Needs Planning
- Regional WebEOC Standardization
- Emergency Management Exercise Series on Critical Transportation

Throughout oversight of these projects, Work Group members will be mindful of sustaining capabilities built in prior years such as planning / operations for care and shelter and commodity points of distribution.

II. Member Roles and Responsibilities

Members of the work group are expected to attend scheduled work group meetings in person or via teleconference, if necessary, for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects
- Offering input to the active subcommittees to ensure relevant and quality outcomes of all projects
- Participating in the review of draft and final project deliverables
- Engaging in current regional collaboration efforts and reporting updates to their Office of Emergency Services leadership

The Emergency Management Work Group is scheduled to meet 4 times during 2019. Additional meetings may be scheduled as necessary. Each meeting will last no more than 2 hours. Between meetings, correspondence to work group members will be conducted via email from the Chairperson.

The 14 UASI jurisdictions are encouraged to clearly identify their lead Points of Contact to the Chairperson for participation in each of the four projects listed in Section I.

All work group members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this work group and its subcommittees. At a minimum, work group members should coordinate appropriate event participation by staff within their jurisdiction.



Bay Area UASI Management Team Emergency Management Work Group 2019 Annual Plan

III. 2019 Active Subcommittees

Below are the current subcommittees which will report to the Emergency Management Work Group no less than quarterly throughout 2019.

Critical Transportation Subcommittee

This subcommittee is led by the Work Group Chairperson and consists of members from local government, state agencies, federal agencies, and partner / private sector agencies with transportation functional roles within the Bay Area UASI region. The objectives for the Critical Transportation Subcommittee are detailed in the 2019 - 2020 Regional Critical Transportation Capability Building Project Charter. During 2019, this subcommittee has agreed to meet quarterly, host 2 workshops, and participate in the Emergency Management Exercise Series per the meeting schedule in *Table 1*.

Exercise Planning Team

This team is led by the Work Group Chairperson and is limited to members representing the 14 UASI jurisdictions (San Francisco, San Mateo County, Santa Clara County, City of San Jose, Monterey County, San Benito County, Santa Cruz County, Alameda County, City of Oakland, Contra Costa County, Solano County, Napa County, Sonoma County, and Marin County), key state and federal agencies, and transportation partner agencies. All other local government, special district, non-profit agencies, and partners are welcome to coordinate through the appropriate UASI jurisdiction to participate in the exercises planned by this team.

The 2019 tabletop exercise series will focus on the core capabilities of Critical Transportation and Logistics and Supply Chain Management. Each UASI Hub (east bay, north bay, west bay, and south bay) will be provided contractor support to design and conduct a hub tabletop exercise during late May or early June based on local and regional transportation / evacuation plans. In the fall, all UASI jurisdictions along with relevant state, federal, and partner agencies, will be invited to participate in a regional Critical Transportation tabletop exercise. This exercise will be based on a range of scenarios designed to test regional coordination of transportation and logistics resources. The Exercise Planning Team will confirm meeting dates (refer to *Table 1*), provide input into development of exercise objectives, and perform oversight of contractor deliverables.

IV. Subcommittee Roles and Responsibilities

Each Emergency Management Work Group subcommittee will provide project guidance, oversight and stakeholder representation in the development of the subcommittee's assigned projects.

Subcommittee members are expected to:

- Attend scheduled subcommittee meetings and respond to subcommittee correspondence
- Confirm project goals add value for the majority of Bay Area UASI jurisdictions
- Confirm the documented scope of work meets the goals of each project
- Oversee the progress of the relevant project and provide status to the Emergency Management Work Group and other stakeholder groups as appropriate (i.e. Coastal Region)



Bay Area UASI Management Team Emergency Management Work Group 2019 Annual Plan

MARAC).

- Review draft project deliverables and provide input to ensure quality outcomes.
- Participate in planning workshops and other relevant project tasks by attending scheduled meetings and/or coordinating appropriate attendance from their jurisdiction.

V. Future Focus Areas / Project Ideas

The following are focus areas for the Emergency Management Work Group to consider approaching through regional coordination in future years:

- Update the Bay Area Regional Emergency Coordination Plan and consolidate subsidiary plans and regional catastrophic earthquake plans as appropriate.
- Consider establishing an MOU Subcommittee for ongoing efforts regarding volunteers, critical transportation, debris management, etc.
- Reference Yellow Command After Action Items as presented to MARAC
- Just In Time training for shelter workers (not reliant on ARC)
- Family Reunification Training / Workshop
- Identify requirements and action steps for local jurisdiction Debris Management Plans to receive the necessary FEMA approval under the Sandy Recovery Improvement Act of 2013 to achieve 80% Public Assistance (PA) eligibility.
- Exercise fuel and power interdependencies as related to a disaster recovery scenario.
- Work with Human Resources departments on process for activating Disaster Service Workers
- Explore best practices for training and implementing EOC finance and administration processes that lead to successful reimbursement following a disaster.
- Facilitate a regional senior leader collaboration session to discuss policy affecting regional disaster response and recovery.
- Based on the completed Emergency Agreements Analysis, facilitate regional progress toward establishing pre-arranged agreements for emergency response support given the anticipated needs identified in catastrophic planning scenarios.
- Explore SF neighborhood based resiliency model for expansion throughout Bay Area

Table 1. 2019 Meeting Schedule

Table 1 presents scheduled meetings for the Emergency Management Work Group and its subcommittees. It will be updated on an ongoing basis by the Work Group Chairperson and presented for review by the Work Group at each scheduled meeting.

Date/time	Meeting Title
Quarterly	Critical Transportation Subcommittee
As confirmed by planning team	Regional Exercise Planning Team
As confirmed by planning team	Bay Area JIS Exercise Planning Team
Quarterly	Emergency Management Work Group



Bay Area UASI Management Team Public Information & Warning Work Group 2019 Annual Plan

The Public Information & Warning Work Group is chaired by Mikyung Kim-Molina of the Bay Area UASI Management Team. The Chairperson is responsible for developing meeting agendas, scheduling and facilitating regular meetings, and distributing meeting summaries to workgroup members.

4	Communications
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I. 2019 Regional Project Oversight

Consistent with the ongoing purpose as stated in the Public Information & Warning Work Group Charter, the work group will oversee the following projects:

- Mass Notification Seminar

II. Member Roles and Responsibilities

Members of the work group are expected to attend scheduled work group meetings in person or via teleconference if necessary for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects
- Offering input to the active subcommittees to ensure relevant and quality outcomes of all projects
- Participating in the review of draft and final project deliverables
- Engaging in current regional collaboration efforts and reporting updates to their Office of Emergency Services leadership.

The Public Information & Warning Work Group is scheduled to meet four times during 2019. Each meeting will last no more than 2 hours. Additional correspondence to work group members will be conducted via email from the Chairperson. Work group members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this work group and its subcommittees. At a minimum, work group members should coordinate appropriate event participation by staff within their jurisdiction.

III. 2019 Active Subcommittees

Below are the current subcommittees which will report to the Public Information & Warning Work Group quarterly throughout 2019.

Mass Notification Seminar Subcommittee

This subcommittee is led by Mikyung Kim-Molina and consists of members from local government, state agencies, and non-profit agencies with mass notification roles within the Bay Area UASI region. During 2019, this Subcommittee will oversee the development, execution, and follow up of a mass notification seminar.

Bay Area JIS Leadership Committee

No longer a formal subcommittee of the Public Information and Warning Workgroup, the



Bay Area UASI Management Team

Public Information & Warning Work Group

2019 Annual Plan

Bay Area JIS is now a stand-alone system that consists of members from local government, state agencies, non-profit agencies, and the private sector with public information and warning roles within the Bay Area UASI region. During 2019, the Bay Area JIS Leadership Committee will continue to report progress to the Public Information and Warning Workgroup.

IV. Subcommittee Roles and Responsibilities

Each Public Information & Warning Work Group subcommittee will provide project guidance, oversight and stakeholder representation in the development of the subcommittee's assigned projects.

Subcommittee members are expected to:

- Attend scheduled subcommittee meetings and respond to subcommittee correspondence
- Confirm project goals add value for the majority of Bay Area UASI jurisdictions
- Confirm the documented scope of work meets the goals of each project
- Oversee the progress of the relevant project and provide status to the Public Information & Warning Workgroup, the Emergency Management Workgroup, the UASI Approval Authority, and other stakeholder groups as appropriate.
- Review draft project deliverables and provide input to ensure quality outcomes.
- Participate in planning workshops and other relevant project tasks by attending scheduled meetings and/or coordinating appropriate attendance from their jurisdiction.

V. 2019 Focus Areas

The following are focus areas for the Public Information & Warning Work Group in 2019:

- Develop guidance for categories, different types of alerting mechanisms, and suggestions on when to use each method in an emergency (triggers)
- Develop suggested guidance for coordinating alerts across jurisdictions
- Develop and share pre-scripted messages and standardized alerting template language

VI. Future Focus Areas / Project Ideas

The following are focus areas for the Public Information & Warning Work Group to consider approaching through regional coordination in future years:

- Develop coordinated marketing to promote signing up for mass notification systems (e.g., a regional landing page, coordinated media buys)
- Explore models or mechanisms for enabling sustainable funding for mass notification systems
- Identify a mechanism for sharing best practices, training, and end-user documentation
- Conduct outreach to Access and Functional Needs (AFN) and limited English proficiency populations



Bay Area UASI Management Team Information Sharing Work Group 2019 Annual Plan

The Information Sharing Workgroup is co-chaired by Mikyung Kim-Molina of the Bay Area UASI Management Team and Brian Rodrigues of the Northern California Regional Intelligence Center (NCRIC). The purpose of the Bay Area UASI Information Sharing Workgroup is to provide a forum for sharing, collaborating, unifying, and analyzing information across law enforcement and public safety agencies within the Bay Area UASI region. The Workgroup supports Goal 1 of the Bay Area UASI Homeland Security Goals:

Bay Area Homeland Security Goal 1: Public Safety Information Sharing

1	Public Safety Information Sharing
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Workgroup Objectives

Information Sharing Workgroup objectives are to:

- Provide a forum for discussing Information Sharing best practices that will help interdict terrorist acts and other crimes.
- Provide reports to the UASI Approval Authority, Bay Area UASI Management Team and other stakeholder groups, as requested, regarding UASI funded information sharing projects and initiatives including: Coplink, ARIES, and ALPR.
- Based on annual UASI grant funding priorities, identify potential Information Sharing projects that might be eligible for funding.
- Coordinate, develop, and submit the annual Regional Law Enforcement Information Sharing Systems project proposal for UASI funding.
- Oversee the implementation and progress of UASI-funded projects and provide support where possible.

Membership

Membership is open to Bay Area UASI regional partners jointly engaged in Information Sharing activities. Members are expected to offer a brief summary of their work on any UASI-funded project. Members will be encouraged to provide updates on other Information Sharing related projects that may be of interest to other Workgroup members.

Meeting Frequency

Members are encouraged to attend in person or by conference call line. Information Sharing Workgroup meetings are scheduled on an as needed basis.

Governance Structure

In coordination with the Northern California Regional Intelligence Center (NCRIC), the Bay Area UASI Project Manager assigned to the Workgroup shall serve as Co-Chairperson and Scribe. It is the responsibility of the UASI Project Manager to report recommendations and progress of the Workgroup to the UASI General Manager. As appropriate, the UASI General Manager may add

updates and/or recommendations on behalf of this Workgroup to the agenda for a scheduled UASI Approval Authority Meeting.

Documentation

The Workgroup Co-Chairs will maintain a record of the Workgroup meetings and will distribute Meeting Agendas two weeks prior to each meeting. Meeting Minutes will be sent no later than two weeks after each meeting.

Process for Charter Updates/Changes

Updates and changes to this Charter are the responsibility of the Bay Area UASI, although changes will be discussed with the membership prior to the adoption of changes.

Committees

At such time if work in this group requires the formation of a committee, the first option will be to defer to a standing committee among BA UASI partners to determine whether a new or existing committee can complete the work in a timely fashion. Otherwise the Project Manager will recruit from within the workgroup on advice from partner representatives.

Distribution Requests

Only at the request of the UASI Management Team or a member of one of the UASI Regional Workgroups, the Chairperson will forward relevant emails about upcoming exercises, training, job announcements, RFP opportunities, etc.

2019 UASI Tentative Planning Schedule:

Date/Time	Agenda Items
April 2019	2018 Project Status
June 2019	2019 Project Planning and Distribution of Funding
August 2019	2020 Regional Project Planning and Renewal
December 2019	2018 Project Close-Out



Bay Area UASI Management Team Medical & Public Health Workgroup 2019 Annual Plan

The Public Information & Warning Work Group is chaired by Amy Ramirez of the Bay Area UASI Management Team. The Chairperson is responsible for developing meeting agendas, scheduling and facilitating regular meetings, and distributing meeting summaries to workgroup members.

5	Health and Medical
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I. Purpose

The purpose of the Bay Area UASI Medical and Public Health Workgroup is to provide a forum for coordinating and sharing information about projects, exercises, and planning efforts relevant to the Bay Area medical and public health community. The Workgroup supports Goal 5 of the Bay Area UASI Homeland Security Goals and the following Core Capabilities:

- Public Health, Healthcare, and EMS
- Fatality Management
- Environmental Response / Health & Safety

II. Member Roles and Responsibilities

Members of the Workgroup are expected to attend scheduled Workgroup meetings in person or via teleconference if necessary for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects
- Providing updates on Medical and Health preparedness related projects that may be of interest to other Workgroup members
- Engaging in current regional collaboration efforts

The Medical & Public Health Workgroup is scheduled to meet quarterly during 2019. Each meeting will last no more than 2 hours. Additional correspondence to Workgroup members will be conducted via email from the Chairperson. Workgroup members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this Workgroup.

III. 2019 Focus Areas

The following are focus areas for the Medical & Public Health Workgroup in 2019:

- Stop-the-Bleed
- SF Mayor's Air Quality Initiative
- Fatality Management
- Initial planning & vendor selection for 2020 Regional Mass Prophylaxis Regional Exercise



Bay Area UASI Management Team Training & Exercise Work Group 2019 Annual Plan *(January – June 2019)*

From January through June 2019, Commander Shawn Sexton of the Alameda County Sheriff's Office serves as chair of the Training & Exercise Workgroup and is responsible for developing meeting agendas, scheduling and facilitating regular meetings, and distributing meeting summaries to workgroup members.

The Bay Area local governments will administer their own training programs from July through December 2019.

A Request for Proposal (RFP) seeking a new administrator for the Bay Area UASI Regional Training and Exercise Program will be released during the summer months of 2019. The new administrator is planned to begin work in January 2020 and will lead the development of the 2020 Annual Plan for the Bay Area UASI Training and Exercise Work Group. This Training and Exercise Work Group 2019 Annual Plan covers a six-month time frame (January-June).

1	Public Safety Information Sharing
2	Critical Infrastructure
3	Cyber Security
4	Communications
5	Health and Medical
6	Catastrophic Planning and Response
7	Community Preparedness
8	Recovery

I. 2019 Project Oversight

Consistent with the ongoing purpose as stated in the Training & Exercise Workgroup Charter, the Workgroup will oversee the following projects:

- Fire, law, EMS and public health training.
- Special operations team training to include urban search & rescue, hazardous materials, CBRNE maritime search and rescue.
- Law enforcement special operations and explosive ordinance training.
- All-Hazards incident management, position specific and emergency operations center trainings
- Region-wide, multi-disciplinary, multi-agency Exercise (i.e. Urban Shield)

II. Member Roles and Responsibilities

Members of the workgroup are expected to attend scheduled workgroup meetings in person or via teleconference if necessary for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects



Bay Area UASI Management Team Training & Exercise Work Group 2019 Annual Plan (*January – June 2019*)

- Offering input to the active subcommittees to ensure relevant and quality outcomes of all projects
- Participating in the review of draft and final project deliverables
- Engaging in current regional collaboration efforts and reporting updates to their organization's leadership

The Training & Exercise Workgroup is scheduled to meet 6 times during 2019. Each meeting will last no more than 2 hours. Additional correspondence to Workgroup members will be conducted via email from the Chairperson. Workgroup members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this Workgroup and its subcommittees. At a minimum, Workgroup members should coordinate appropriate event participation by staff within their jurisdiction.

III. Future Focus Areas / Project Ideas

The following are focus areas for the CBRNE Workgroup to consider approaching through regional coordination in future years:

- Increase the opportunity to accommodate “just-in-time” training requests from stakeholders.
- Host an annual stakeholders workshop every September to identify new and emerging training and exercise needs so they can be incorporated in the upcoming year's training calendar.
- Develop a regional fire, law enforcement and EMS rescue task force curriculum to increase out of hospital survival for victims following of an active shooter incident
- Develop an electronic course evaluation system management system that will be used to evaluate training effectiveness.
- Update the Bay UASI Multi-Year Training and Exercise Plan (MYTEP).



To: Bay Area UASI Approval Authority

From: Janell Myhre, Regional Program Manager

Date: May 9, 2019

Re: Item 5: Reallocation of Funds from the FY18 Regional Training & Exercise Program

Staff Recommendation:

None

Action or Discussion Items:

Discussion only

Background:

At the March 2019 meeting, the Approval Authority Members approved a one-time reallocation of \$4,701,339 from the regional Training and Exercise (T&E) Program funding for the 2019 calendar year (FY 2018). A \$1,450,000 funding amount was distributed to the three UASI Core Cities and selected regional projects. A \$3,251,339 funding amount was split equally among the four Bay Area Hubs for training or other approved projects. Each hub will receive \$812,835.

Discussion:

Pursuant to the Approval Authority's fund reallocation decisions, the Management Team conducted outreach to Hub representatives and regional project proposers from March 18 - April 12. Updated project agreements were achieved for all reallocated fund and the UASI Fiscal Team has processed MOU amendments.

Project objectives for FY18 Training and Exercise Program reallocated funds are summarized in the tables below. Table 1 summarizes hub reallocations. Table 2 summarizes Core City and regional project reallocations.

Table 1: Hub Reallocation Summary

Jurisdiction	Project Objective	Reallocation of Funds
East Bay Hub	Sub Total	\$812,835
Bay Area Regional Interoperable Communications System (BARICS)	Interoperable Communications system enhancement	\$167,000
Contra Costa County OES	Public Safety and Community Preparedness training	\$306,418
Alameda County Sheriff	Helicopter FLIR equipment project	\$306,418
Oakland PD and OES	Transport Utility Vehicle and Mass Care & Shelter Equipment (fully fund FY18 approved projects)	\$ 33,000
North Bay Hub	Sub-total	\$812,835
Marin County	Public Safety and Community Preparedness Training	\$203,209
Napa County		\$203,209
Solano County		\$203,209
Sonoma County		\$203,209
South Bay	Sub-total	\$812,835
San Jose	Public Safety and Community Preparedness Training	\$170,945
Santa Clara County		\$270,945
Monterey, San Benito, Santa Cruz		\$370,945
West Bay		\$812,835
San Mateo County	Public Safety and Community Preparedness Training	\$406,418
San Francisco		\$406,418
CCSF Dept of Emergency Mgmt	Community Preparedness training	\$115,473
SF Sheriff	Canine Security Transport Trailer (fully fund approved FY19 project)	\$ 20,000
CCSF Fire Department	NERT training support	\$135,473
CCSF Police Department	Public Safety training	\$135,473
Total Hub reallocation		\$3,251,339

Table 2: Core City and Regional Project Reallocation Summary

Project	Project Objective	Proposer	Reallocation of Funds
Core City allocations	Provide a \$100,000 increase in FY18 Core City allocations	Management Team	\$300,000
Regional Coordination Exercise support	Research, develop, gather input to implement a regional Whole Community approach for the FY19 Bay Area Training & Exercise Program	Management Team	\$200,000
Critical Transportation	Enhance paratransit, public information & warning and DSW/survivor movement objectives of the 2019 regional coordination exercise	Management Team	\$400,000
Information Analysis, Infrastructure Protection, and Cyber Security	Provide a 5% increase to the FY18 NCRIC allocation to supplement Fusion Center personnel Cost of Living Adjustment (COLA) costs	NCRIC	\$250,000
Regional Broadband Planning and Governance and TICP	Fund the approved FY19 Tactical Interoperable Communications Plan (TICP) mobile application project	BayRICS	\$50,000
P25 Trunked Radio System	Fund the regional microwave link equipment for the approved FY19 P25 Trunked Radio System project	Solano County Sheriff OES	\$165,000
Regional WebEOC Fusion with CalEOC	Fully fund the approved FY19 WebEOC/CalEOC fusion project	Marin County Sheriff OES	\$30,000
Bay Alert Mass Notification Media Campaign	Fully fund the approved FY19 Alert and Warning media campaign project	San Francisco Department of Emergency Management	\$25,000
Regional Bay Area Mass Notification System Users Conference	Fully fund the approved FY19 Mass Notification Conference project	Alameda County Sheriff OES	\$30,000
TOTAL			\$1,450,000



To: Bay Area UASI Approval Authority
From: Tristan Levardo, CFO
Date: May 9, 2019
Re: Item 6: FY19 UASI Grant Allocations

Staff Recommendation:

Approve the proposed FY19 Bay Area UASI grant allocations

Action or Discussion Item:

Action

Discussion:

This memo presents total local funding available and then presents detail on proposed allocations, including regional projects and hub funding amounts.

I. Total Local Funding Available

On April 12, the Department of Homeland Security released its FY19 Homeland Security Grant Program Notice of Funding Opportunity, which includes the FY19 UASI grant award for the Bay Area. The Bay Area UASI federal grant allocation for FY19 is \$27,500,000, same funding level as FY18. The State of California informed us on May 2 that the amount of funding they will retain is \$4,757,500, which is 17.3%, of the grant award.

In addition, there is currently a \$430,000 unspent balance in the Bay Area's UASI FY17 grant. This money is available as a result of a return of funding from jurisdictions and the Management Team mainly due to salary savings. This balance of \$430,000 has been added to the total available for allocation during the FY19 allocation process, bringing the total amount of local funding available to \$23,172,500.

Table 1 below shows total local funds available for allocation and provides FY18 information as reference.

Table 1: UASI FY19 Funds Available for Allocation

	FY18	FY19
UASI Grant Award	\$27,500,000	\$27,500,000
State Retention	(@17.3%) - \$4,757,500	(@17.3%) - \$4,757,500
Leftover Funds¹	\$700,000	\$430,000
Total Local Funds Available	\$23,442,500	\$23,172,500

II. Proposed Allocations

Proposed Bay Area UASI FY19 grant allocations are detailed below in Table 2, with the FY18 allocations (in blue) and percentage change included for reference.

Table 2: Proposed FY19 Allocations

	FY18	FY19	% Change
Major City Allocation	\$3,000,000	\$3,000,000	0%
Regional Projects	\$11,490,539	\$11,220,539	-2.35%
Management Team	\$3,308,480	\$3,308,480	0%
Hub Projects	\$5,643,481	\$5,643,481	0%
TOTAL	\$23,442,500	\$23,172,500	0%

¹ Leftover funds are based on salary savings from the Management Team budget and FY17 grant funds that were returned from the jurisdictions.

III. Regional Projects

There is a proposed amount of \$11,220,539 for FY19 regional projects. The list of projects and amounts are detailed in Table 3 below. Projects and amounts from FY18 are included for reference (in blue).

Table 3: Proposed FY19 Regional Projects

Project	FY18	FY19
<i>Training and Exercise Program</i>	\$4,901,339	\$4,901,339
<i>NCRIC</i>	\$4,485,200	\$4,454,066
<i>Law Enforcement Information Sharing</i>	\$720,000	\$700,000
<i>PRND Program</i>	\$280,000	\$150,000
<u>Interoperability/Communications</u>		
NorCal Mobile Satellite Trailers	--	\$171,276
Regional P25 System Support	--	\$64,858
Regional WebEOC Fusion with CalEOC	\$60,000	\$30,000
Regional Broadband Planning/Governance	\$59,000	\$69,000
Mass Notification System Users Conference	\$50,000	\$30,000
Regional JIS	\$75,000	--
<u>Medical and Public Health</u>		
Medical & Behavioral Health Shelter Planning	\$200,000	--
BAMPWG Exercise Planning Support	--	\$100,000
<u>Other</u>		
Cyber Resiliency Planning	\$300,000	\$200,000
Critical Transportation	\$150,000	\$150,000
Bay72 Alert Registration Campaign	--	\$200,000
Mass Care and Sheltering	\$150,000	--
Supply Chain Resiliency	\$60,000	--
TOTAL	\$11,490,539	\$11,220,539

IV. Hub Allocations

There is a proposed amount of \$5,643,481 for the FY19 allocation to hubs. This amount is distributed to the four hubs based on the risk allocation percentage approved by the Approval Authority in the November 2018 meeting:

- East = 23% (23.60)
- North = 7% (6.60)
- South = 25% (25.10)
- West = 45% (44.70)

Table 4 below shows the proposed FY19 hub allocations, the FY18 amounts (in blue), and percentage change.

Table 4: Proposed FY19 Hub Allocations

Hub	FY18	FY19	% Change
East	\$1,324,200	\$1,331,862	1%
North	\$385,338	\$372,470	-3%
South	\$1,384,091	\$1,416,514	2%
West	\$2,549,852	\$2,522,636	-1%
TOTAL	\$5,643,481	\$5,643,481	0%



To: Bay Area UASI Approval Authority
From: Janell Myhre, Regional Program Manager
Date: May 9, 2019
Re: Item 7: FY19 UASI Regional Projects

Staff Recommendation:

Approve funding for UASI FY19 regional projects

Action or Discussion Items:

Action

Background:

At the January 2019 meeting, Approval Authority Members approved FY19 “level one” and “level two” regional project proposals. Level one projects cover the categories of training and exercise, fusion center, public safety information sharing, BayRICS, public health and medical, and projects implemented by the Management Team. Level two regional projects cover all goal areas and were vetted by Bay Area UASI work groups.

Discussion:

In today’s meeting, Members are asked to approve the allocation of FY19 funds for all regional projects. Please see Table 1 for a list of all FY19 regional projects with related funding amounts recommended for approval. The FY18 Regional Training and Exercise Program’s reallocated funds towards selected regional projects, as discussed in Agenda Item 5, are also reflected in Table 1.

Table 1: FY19 Regional Projects Funding Recommendations

Project	Level	Proposer	FY19 Requested Amount	FY18 Approved T&E Reallocation	FY19 Allocation for Approval	Total Regional Project Allocation
Regional Training and Exercise	One	Alameda County Sheriff OES	4,701,339	---	\$4,701,339	4,701,339
Regional Coordination Exercise support	One	Management Team	200,000	\$200,000	\$200,000	\$400,000
Critical Transportation	One	Management Team	200,000	\$400,000	\$150,000	\$550,000
Information Analysis, Infrastructure Protection, and Cyber Security	One	NCRIC	4,454,066	\$250,000	\$4,454,066	\$4,704,066
Regional Law Enforcement Information Sharing and Analysis Systems	One	NCRIC	800,000	---	\$700,000	\$700,000
Preventative Radiological/Nuclear Detection Program	One	Management Team	315,000	---	\$150,000	\$150,000
Cyber Resiliency Planning	One	Management Team	300,000	---	\$200,000	\$200,000
Bay Area Mass Prophylaxis Exercise Planning Support	One	Association Bay Area Health Officers (ABAHO)	200,000	---	\$100,000	\$100,000
Regional Broadband Planning and Governance and TICP	One	BayRICS	119,000	\$50,000	\$69,000	\$119,000
P25 Trunked Radio System (regional links)	Two	Solano County Sheriff OES	355,138	\$165,000	\$64,858	\$229,858
Regional WebEOC Fusion with CalEOC	Two	Marin County Sheriff OES	60,000	\$30,000	\$30,000	\$60,000
Bay 72 Alert Registration Campaign	Two	San Francisco Department of Emergency Management	225,000	\$25,000	\$200,000	\$25,000
Regional Bay Area Mass Notification System Users Conference	Two	Alameda County Sheriff OES	60,000	\$30,000	\$30,000	\$60,000
NorCal Regional Mobile Satellite Trailers	Two	San Francisco Department of Technology	171,276	---	\$171,276	\$171,276
TOTAL			\$12,160,819	\$1,150,000	\$11,220,539	\$12,370,539

Bay Area UASI

UASI FY19 Hub Project Proposal Selections

Approval Authority Review

May 9, 2019





FY19 Proposal Selection Process

- **Estimated FY19 funding amount using FY18 as guideline**
- **UASI grant compliance review (November 2018 – January 2019)**
- **Hub Voting members prioritize projects (January 2019)**
- **Approval Authority approval (May 2019)**





FY19 Project Proposal Statistics

Hub	Projects Submitted	Prioritized Above the Line
North Bay	22	9
South Bay	23	13
East Bay	31	10
West Bay	29	18
TOTAL	105	50



North Bay Projects Above the Line

Priority	Agency	Project Name	Total Project Cost	Suggested Allocation
1	Napa-Solano-Yolo-Marin County Public Health Laboratory	DNA/RNA Extraction Instrument	\$ 63,942	\$ 63,942
2	County of Sonoma, Fire & Emergency Services	AFN Shelter Equipment - Showers and Lifts	\$ 51,318	\$ 51,318
3	Marin County Sheriff's Office of Emergency Services	Debris Management Planning	\$ 95,000	\$ 95,000
4	County of Napa	Napa County FY19 UASI Interoperability Expansion Project	\$ 38,700	\$ 38,700
5	County of Sonoma, Fire & Emergency Services	Shelter Equipment - Trailers	\$ 21,425	\$ 21,425
6	Marin County Sheriff's Department	Mobile Incident Command Post Vehicle	\$ 25,000	\$ 25,000
7	Marin County Sheriff's Office of Emergency Services	WebEOC Enhancements	\$ 89,700	\$ 30,000
8	Marin County Sheriff's Office of Emergency Services	Regional Mass Notification System	\$ 60,000	\$ 45,000
9	San Rafael Fire Department	Cyanokits	\$ 18,719	\$ 2,085
TOTALS FOR ABOVE THE LINE PROJECTS:			\$ 463,804	\$ 372,470



North Bay Projects Below the Line

Priority	Agency	Project Name	Total Project Cost	Suggested Allocation
10	Town of Corte Madera	Purchase Bendix King Command Version Portable Radios	\$ 32,615	\$ -
11	County of Sonoma, Fire & Emergency Services	Portable wireless communication system-Cobham Explorer 710 BGAN terminal	\$ 36,663	\$ -
12	San Rafael Fire Department	Marine Forward Looking Infrared (FLIR)	\$ 35,000	\$ -
13	Petaluma Police Department	Southern Sonoma County Interoperable Communications Upgrade	\$ 61,408	\$ -
14	Dixon Police Department	P25 Radio Purchase- Dixon	\$ 46,969	\$ -
15	City of Vacaville Police Department	P25 Compliant Radios	\$ 184,786	\$ -
16	Rio Vista Police Department	P25 Radios	\$ 47,600	\$ -



North Bay Projects Below the Line

Priority	Agency	Project Name	Total Project Cost	Suggested Allocation
17	Sonoma County Sheriff's Office	LRAD Long Range Acoustical Device Purchase	\$ 63,137	\$ -
18	Santa Rosa Fire Department	Remote Automated Weather Station (RAWS)	\$ 50,000	\$ -
19	Sonoma-Marin Area Rail Transit	Supply Trailer	\$ 30,000	\$ -
20	San Rafael Police Department	San Rafael Microwave HOP	\$ 185,000	\$ -
21	County of Sonoma, Fire & Emergency Services	North Bay Hub Risk/Capability Planner	\$ 160,925	\$ -
22	Sonoma County Sheriff's Office	Mobile Surveillance and Deterrence Tower	\$ 210,440	\$ -
		TOTALS FOR BELOW THE LINE PROJECTS:	\$ 1,144,543	\$ -



South Bay Projects Above the Line

Priority	Agency	Project Name	Total Project Cost	Suggested Allocation
1	SCCDA	Santa Clara County Crime Strategies Unit Analyst (Position 1)	\$ 153,326	\$ 151,486
2	SCCDA	Santa Clara County Crime Strategies Unit Analyst (Position 2)	\$ 153,326	\$ 151,486
3	Pacific Grove Police Department	Regional Monterey County Automated License Plate Recognition Program	\$ 200,000	\$ 197,600
4	City of Santa Clara Fire Department	Backpack-Portable Radiation Detection	\$ 185,000	\$ 123,813
5	San Jose Fire Department	Dual Cellular Network Connectivity for Fire Apparatuses (HUB)	\$ 241,185	\$ 236,551
6	Monterey County Sheriff	Replacement Bomb Suits for Monterey County Bomb Team.	\$ 71,778	\$ 35,458
7	San Jose Police Department	Thermal Imaging Unmanned Aerial Vehicle (UAV)	\$ 80,000	\$ 79,040
8	Santa Clara County Fire Department	South Bay Incident Management Team Logistical Support Trailer	\$ 128,421	\$ 126,880
9	San Jose Police Department	DR-10 Robot for Special Operations	\$ 85,200	\$ 84,178
10	County of Santa Cruz OES	Drone with infrared & required accessories.	\$ 33,928	\$ 33,521
11	Monterey County Office of Emergency Services	Community Resiliency Planner	\$ 120,000	\$ 108,680
12	San Jose Fire Department	SJFD USAR - Water Rescue PPE	\$ 48,888	\$ 48,301
13	Santa Clara County Sheriff's Office	Mobile Barricade	\$ 40,000	\$ 39,520
TOTALS FOR ABOVE THE LINE PROJECTS:			<u>\$1,541,052</u>	<u>\$1,416,514</u>



South Bay Projects Below the Line

Priority	Agency	Project Name	Total Project Cost	Suggested Allocation
14	City of Santa Clara Fire Department	Backpack-Portable Radiation Detection	\$61,187	
15	Monterey County Sheriff	Replacement Bomb Suits for Monterey County Bomb Team.	\$36,320	
16	San Jose Police Department	Remote Mounted Opening and Rescue Tool	\$40,000	
17	San Jose Police Department	SJPD Helicopter Special Operations Platform	\$42,000	
18	San Jose Fire Department	Personal Radiation Detectors/Dosimeters	\$21,600	
19	San Jose Fire Department	Three Unmanned Aerial Systems, UAS (unmanned aerial systems) for San Jose Fire Department and Mountain View Fire Department	\$90,000	
20	San Jose Fire Department	AC HotSticks	\$3,804	
21	San Jose Police Department	Camera Backpack for K-9	\$8,715	
22	San Jose Police Department	Helicopter Down link for SJPD Command Van	\$50,000	
23	San Jose Police Department	Pole Cameras	\$60,000	
24	Santa Clara County Sheriff's Office	Bomb Response Truck	\$500,000	
25	Santa Clara County Sheriff's Office	Prime Mover	\$72,000	
		TOTALS FOR BELOW THE LINE PROJECTS:	<u>\$985,626</u>	



East Bay Projects Above the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
AC01	8652	Oakland Fire-Emerg. Mgmt. Svcs. Div.	Handheld high-pressure mass spectrometry chemical detection system (Hub)	\$ 50,000	\$ 50,000
CC01	8597	Contra Costa County Sheriff's Office	Emergency Operations Center Technology & Situational Awareness Project	\$ 529,680	\$ 532,745
AC02	8659	Alameda County Sheriff's Office of Emergency Services	AC Alert Unified Op Area Emergency Mass Notification System	\$ 239,500	\$ 239,500
AC03	8688	Alameda County Fire Department	Decontamination Center	\$ 138,560	\$ 138,560
AC04	8631	Alameda County EMSA	Stop the Bleed IV	\$ 143,554	\$ 74,597
AC05	8709	Alameda County Sheriff's Office of Emergency Services	Mass Care and Shelter Trailers	\$ 100,000	\$ 50,000
AC06	8689	Hayward Police Department	StarChase	\$ 94,883	\$ 30,000
AC07	8593	Alameda County EMSA	Mass Casualty Incident Realistic Training Mannequins	\$ 17,500	\$ 10,000
AC08	8670	Alameda County EMSA	Exercise Training Supplies	\$ 13,400	\$ 10,000
AC09	8657	Alameda County Sheriff's Office	Countrywide Message Switch Replacement	\$ 340,000	\$ 196,460
TOTALS FOR ABOVE THE LINE PROJECTS:				\$ 1,667,077	\$ 1,331,862



East Bay Projects Below the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
AC10	8598	Alameda County EMSA	Point of Wounding (POW) Medical Kits	\$ 150,000	\$ -
CC02	8599	Contra Costa Health Services	Radiological Dispersal Device Plan	\$ 175,088	\$ -
AC11	8646	Livermore-Pleasanton Fire Department JPA	Integrated Threat Identification Device	\$ 107,100	\$ -
CC03	8668	Contra Costa County EMS Agency	Mass Casualty Disaster Vehicle	\$ 50,000	\$ -
AC12	8629	Oakland Police Department	Community Command Post	\$ 500,000	\$ -
CC04	8617	San Ramon Police Department	Night Vision for Central County SWAT	\$ 232,207	\$ -
AC13	8627	Oakland Police Department	Armored Fire Fighting and Medical Vehicle	\$ 500,000	\$ -
CC05	8692	Contra Costa County Fire Protection District	EBRCS Portable Radio Cache	\$ 73,500	\$ -
AC14	8714	Alameda County EMSA	Co-Location Project for EMS Treatment Site and Community Health Center	\$ 70,000	\$ -
CC06	8690	Contra Costa County Fire Protection District	Prime Mover - Fire Boat 85	\$ 112,000	\$ -



East Bay Projects Below the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
AC15	8708	Fremont Fire Department	Mobile Secondary Emergency Operations Center	\$ 180,000	-
CC07	8696	Contra Costa County Fire Protection District	Cozad Fire Dozer Transport Trailer	\$ 100,000	-
AC16	8691	Livermore-Pleasanton Fire Department Joint Powers Authority	CERT Response Trailers	\$ 27,000	-
CC08	8582	Walnut Creek Police Department	New or Upgrade Primary Bomb Squad Response Vehicle	\$ 210,000	-
AC17	8648	Livermore-Pleasanton Fire Department Joint Powers Authority	Chemical Warfare agent detector	\$ 25,126	-
CC09	8623	Walnut Creek Police Department	PowerHawk Cutting systems (2)	\$ 90,000	-
AC18	8649	City of Berkeley Fire Department	Ballistic Personal Protective Equipment	\$ 169,658	-
CC10	8624	Walnut Creek Police Department	Bomb K9 Training Equipment - obstacles, scent boxes, scent wall assembly pieces.	\$ 45,000	-
AC19	8713	Fremont Fire Department	Selective Crowdsourcing & Notification Tool	\$ 49,000	-
AC20	8596	East Bay Regional Park District	Mobile Microwave Video Downlink	\$ 214,515	-
AC21	8700	California State University East Bay	P25 Radio Upgrade	\$ 177,600	-
			TOTALS FOR BELOW THE LINE PROJECTS:	<u>\$3,257,794</u>	-



West Bay Projects Above the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
SM1	8560	San Mateo County	Homeland Security Captain	\$ 369,000	\$ 369,000
SM2	8559	San Mateo County	Alerting and TENS Notification System	\$ 112,000	\$ 112,000
SM3	8558	San Mateo County	Public Health Bioterrorism Exercise	\$ 65,000	\$ 65,000
SM4	8561	San Mateo County	WebEOC Configuration and Collaboration	\$ 45,000	\$ 45,000
SM5	8575	San Mateo County Sheriff's Office	Armored Tactical Transport Van, North Central Regional SWAT Team	\$ 150,000	\$ 150,000
SM6	8573	San Mateo County Sheriff's Office	Replacement Bomb Suits	\$ 140,000	\$ 140,000
SM7	8609	San Mateo County Sheriff's Office	Hazardous Materials Detection Enhancement Equipment	\$ 11,000	\$ 1,922
SF1	8677	DEM	Resilience and Recovery Manager	\$ 232,000	\$ 186,015



West Bay Projects Above the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
SF2	8678	DEM	Lead Exercise Coordinator	\$ 200,000	\$ 156,694
SF3	8679	DEM	Exercise Coordinator	\$ 183,000	\$ 156,694
SF4	8680	DEM	Mass Care and Shelter Planner	\$ 168,000	\$ 136,142
SF5	8684	DEM	Regional Joint Information System/Watch Center Coordinator	\$ 167,000	\$ 149,400
SF6	8676	DEM	Emergency Planner	\$ 158,000	\$ 125,664
SF7	8681	DEM	Training Coordinator	\$ 145,000	\$ 116,798
SF8	8686	DEM	DEM- Information Sharing	\$ 125,000	\$ 100,000
SF9	8621	DPH	Electrostatic Decon Kit and Consumables Purchase	\$ 3,897	\$ 637
SF10	8643	SFFD	SFFD Portable Water Supply system	\$ 489,360	\$ 479,360
SF11	8630	Sheriff	Canine Unit Vehicle for EOD Dog Transportation	\$ 70,000	\$ 32,310
TOTALS FOR ABOVE THE LINE PROJECTS:				\$ 2,833,257	\$ 2,522,636



West Bay Projects Below the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
SM8	8609	San Mateo Sheriff's Office	Hazardous Materials Detection Enhancement Equipment	\$ 9,078	\$ -
SM9	8605	San Mateo County Sheriff's Office	Automatic Identification System (AIS) device for Marine Response Rescue Boat	\$ 10,000	\$ -
SF12	8644	SFFD	SFFD Disaster Task Force Equipment	\$ 486,890	\$ -
SF13	8653	SFMTA	Portable Variable Message Sign (VMS) for Emergency Communications	\$ 92,500	\$ -
SF14	8711	DEM	Strengthening Cybersecurity	\$ 98,735	\$ -
SF15	8639	SFFD	SFFD Marine CBRNE Skiff	\$ 149,873	\$ -



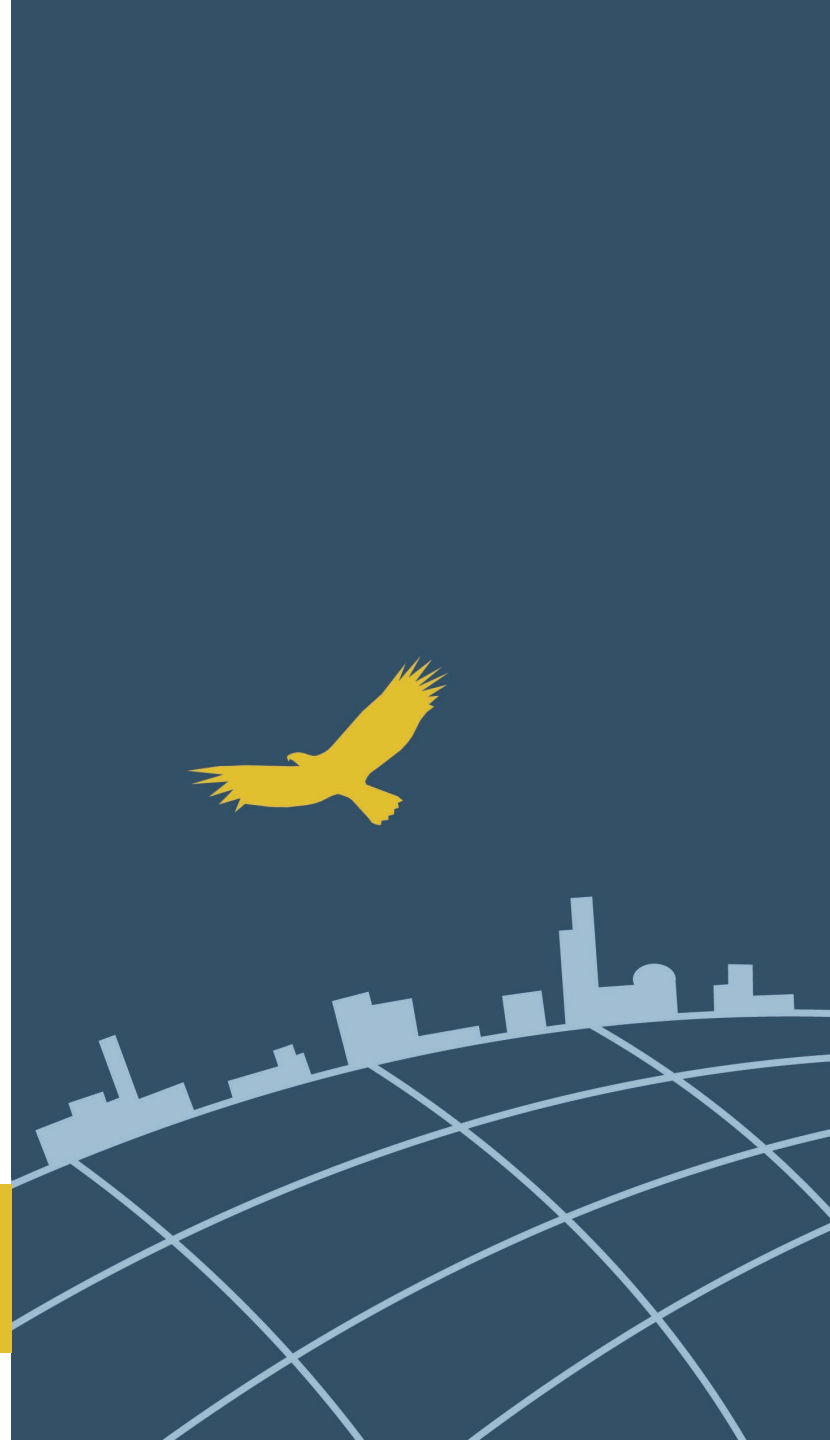
West Bay Projects Below the Line

Priority	Project ID	Agency	Project Name	Total Project Cost	Suggested Allocation
SF16	8640	SFFD	SFFD Marine CBRNE Dive Equipment	\$ 114,652	\$ -
SF17	8637	SFFD	SFFD Rescue Task Force Equipment	\$ 48,762	\$ -
SF18	8628	Sheriff	Unmanned mobile surveillance robot	\$ 10,000	\$ -
SF19	8636	SFFD	SFFD Homeland Security Disaster Planner	\$ 209,743	\$ -
SF20	8572	SFPD	Homeland Security Emergency Communications Planner	\$ 203,881	\$ -
SF21	8571	SFPD	Homeland Security Emergency Preparedness Planner	\$ 203,881	\$ -
TOTALS FOR BELOW THE LINE PROJECTS:				\$ 1,637,995	

Thank you!



Bay Area UASI





To: Bay Area UASI Approval Authority
From: Mary Landers, Regional Grant Manager
Date: May 9, 2019
Re: Item 8: FY19 Hub Projects

Staff Recommendation:

Approve the UASI FY19 proposed Hub projects.

Action or Discussion Items:

Action

Discussion:

In January 2019, the four planning hubs met to select projects from among those submitted by Bay Area UASI stakeholders. Members from each planning hub reviewed and ranked the proposed projects in prioritized order, creating a list separated by “above the line” as well as “below the line” projects.

Today, the Management Team presents the list of hub-selected projects for the FY19 grant cycle for your review and approval. The amounts allocated for each hub reflect the FY 19 Risk Allocation percentage as approved by the Approval Authority at the November 2018 meeting and the FY 19 Notice of Funding Opportunity award amount.

Attached as Appendix A is a list of FY 19 projects.

The Management Team wishes to thank the hub voting members, project proposers, and all UASI stakeholders who participated in this year’s hub proposal process for their time and thoughtful input.



To: Bay Area UASI Approval Authority

From: Corinne Bartshire, Regional Project Manager

Date: May 9, 2019

Re: Item 9: FY 19 Training & Exercise Program RFP Process Update

Staff Recommendation:

Approve the draft guiding principles and requirements for the new Bay Area UASI Regional Training and Exercise Program.

Action or Discussion Item:

- a) Review of RFP development process and timeline (Discussion Only)
- b) Approval of draft guiding principles and requirements for the new program (Action)

RFP Development Process and Timeline:

The Bay Area UASI is developing a new iteration of its Regional Training & Exercise Program to begin in early 2020. An administrator for the Program will be selected through a Request for Proposal (RFP) process. The RFP will articulate program requirements and guiding principles for the new Regional Training & Exercise Program. These will be informed by a comprehensive outreach process designed to collect input from community-based organizations and current Training & Exercise Work Group members throughout the entire Bay Area.

Through a partnership with SF CARD (Community Agencies Responding to Disaster), the UASI is conducting an inclusive process to collect input from the whole community, beyond the local government public safety disciplines, to inform the RFP process. The purpose is to identify how the Regional Training and Exercise Program may be leveraged to support community based organizations, faith based organizations, and non-profit organizations in building their capabilities to assist with emergency response activities.

In-person Meetings: SF CARD is attending and conducting in-person meetings of collaboratives such as VOADS, health care coalitions, CERT programs, AFN alliances, faith-based groups, etc. to host conversations and introduce the opportunity for these organizations to engage in the development of the new Regional Training and Exercise Program.

Digital Survey: Individuals and organizations representing community interests will be encouraged to respond to a digital survey distributed throughout the region to gather input regarding training courses and exercises that would help build a more prepared community throughout the Bay Area.

Recommendations / Strategy: SF CARD will analyze the conversations and survey results to inform program requirements outlined in the RFP, specifically regarding integration of community organizations in the Bay Area Training & Exercise Work Group. Subsequently, SF CARD will prepare a proposed strategy outlining training courses and exercise opportunities for potential inclusion in the 2020 Bay Area UASI Regional Training and Exercise Program.

Activity / Task	Completion Date	Description
Whole community engagement	May 30, 2019	SF CARD participates in in-person meetings with whole community organizations and conducts an online survey for input.
Solicit input from current Training & Exercise Work Group members	May 30, 2019	The Bay Area UASI Management Team will solicit input from local government public safety stakeholders on how the Regional Training & Exercise Program can support their needs.
Draft RFP language	July 3, 2019	The Bay Area UASI Management Team will develop a complete draft Request for Proposals for Approval Authority review.
Approval Authority discussion	July 11, 2019	The Bay Area UASI Approval Authority will be presented with the draft RFP for review, discussion, revision, and approval to release.
Facilitate RFP process	Release to public 7/22/19 Award contract 10/1/19	The Request for Proposals will be released to the public via the City and County of San Francisco's procurement process.
Develop community preparedness strategy	August 30, 2019	To prepare for a successful and inclusive implementation of the Regional Training & Exercise Program, SF CARD will develop a proposed strategy of training courses and exercise opportunities for community-based organizations to build their disaster preparedness, response, and recovery capabilities. This strategy will be considered by the new Regional Training & Exercise Work Group for implementation.
Implement new Bay Area Regional T&E Program	January 30, 2020	The new T&E Program administrator will facilitate a regional T&E work group to advise training course offerings and exercise opportunities. This work group will include SF CARD as the liaison for community based organizations.

Proposed Guiding Principles and Requirements:

1. The new Regional Training & Exercise Work Group should include representatives from the following:
 - Local jurisdiction public safety disciplines (i.e. fire, law, EMS, public health, emergency management)
 - CBOs (via a liaising entity such as SF CARD)
 - VOADs/COADs (Alameda County VOAD, CADRE, MIDC)
 - UASI Work Group Chairs
 - Association of Bay Area Health Officers (ABAHO)
 - American Red Cross
 - The Salvation Army
 - Local chambers of commerce
 - California Resiliency Alliance
 - Local CERT Coordinators
 - Cal OES (Coastal Region ESCs and HQ Training & Exercise Division)
 - Tribal representatives
 - Educational institutions
 - BayRICS
 - NCRIC
2. The new Regional Training & Exercise Program shall maintain an annual partnership with SF CARD at a cost no less than \$120,000 per year. (This will enable SF CARD to maintain relationships with community-based organizations and serve as their liaison on the Regional Training & Exercise Work Group.)
3. The new Regional Training & Exercise Program should select training courses and exercises to fund based on the gaps / priorities identified in the Bay Area Threats and Hazards Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Report (SPR).
4. The new Regional Training & Exercise Program should provide a balanced offering of trainings and exercise support across all public safety disciplines including community preparedness.
5. The new Regional Training & Exercise Program should maintain an ongoing opportunity for whole community partners to coordinate regionally on training and exercise opportunities (i.e. via a standing agenda item at the Work Group meetings).
6. The new Regional Training & Exercise Program will conduct a transparent and inclusive process with the above-mentioned Work Group to determine training priorities, funding allocations, and exercise design.



To: Bay Area UASI Approval Authority

From: Corinne Bartshire, Regional Project Manager

Date: May 9, 2019

Re: Item 10: Critical Transportation Capability Building Project & Exercise Series

Recommendations:

No recommendation

Action or Discussion Items:

Discussion

Background:

The Approval Authority originally allocated \$150,000 of FY18 funds for the first year of this regional Critical Transportation Capability Building Project with oversight by the UASI's Emergency Management Work Group. With the reallocation of the FY18 Training & Exercise funds, this project received an additional \$400,000. This project kicked off in January 2019 with the first of four quarterly Critical Transportation Subcommittee Meetings and conducted the first of two full day workshops on March 20th. Deliverables include local government plan evaluations and guidance, an ESF-1 job aid, and other local government critical transportation planning tools.

With the enhanced funding (\$400,000), the UASI Management Team is engaging paratransit agencies as well as alert & warning system operators to develop tools and support their specific emergency preparedness needs.

Aligned with the capability building efforts, a regional critical transportation exercise series is being designed to test and validate local plans, newly developed tools, and established partnerships within the critical transportation function.

Discussion/Description:

Regional Project Manager Corinne Bartshire will present highlights of accomplishments made to date on the Critical Transportation Capability Building Project, next steps, and a summary of the upcoming exercise series. The attached Appendix A is an accompanying PowerPoint presentation.

Bay Area UASI

Regional Critical Transportation Capability Building

Project Update

Approval Authority Meeting

Agenda Item 10

May 9, 2019





Selected Core Capabilities

Critical Transportation

As defined in the 2018 Bay Area THIRA:

- Within 14 days evacuate 330,150 people including 82,400 with AFN.
- Within 24 hours clear 200 miles of local road

May also include:

- Airspace management
- Delivery of response assets
- Reentering affected area
- Transportation safety and condition assessments





Selected Core Capabilities

Logistics and Supply Chain Management

As defined in the 2018 Bay Area THIRA:

- Within 3 days mobilize life-sustaining commodities, resources, and services:
 - 100,000 people requiring shelter
 - 100,000 people requiring food / water
- Maintain distribution system for 1 week (without mutual aid)

May also include:

- Emergency power provision
- Fuel support
- Resource tracking
- Private resources
- Supply chain restoration
- Volunteer / donations management





Selected Core Capabilities

Operational Coordination

As defined in the 2018 Bay Area THIRA:

- Within 48 hours establish unified and coordinated operational structure across region
- Maintain structure for 30 days

May also include:

- Allocating and mobilizing resources
- Determining priorities, objectives, strategies
- Establishing a common operating picture
- EOC management
- Ensuring unity of effort
- Ensuring information flow
- Ensuring continuity of government and essential services





2019 Project Efforts

Intended Outcomes

- Local plan evaluations*
- Planning guidance*
- Clarity of roles & responsibilities
- Review resource requests
- Tools:
 - ESF-1 Job Aide
 - Inventory of Capabilities
 - Evacuation Routes
 - Public Information Messaging
- WebEOC Board
- Regional Strategy Report

*completed



2019 Project Efforts

Planned Enhancements (**new*)

- Paratransit Toolkit:
 - Standardized EOP
 - Capabilities Checklist
 - Driver preparedness training curriculum
 - Evaluation of needed emergency supplies
 - Evaluation of communications challenges
- Alert & Warning Tools:
 - Messaging templates
 - Training & exercise plan
 - Regionwide capabilities analysis
 - Summary of best practices
 - Process for using NOAA weather radios for non-weather emergency alerts



2019 Project Schedule

Workshop Series

*Roles and Responsibilities**

March 20th

Capabilities Review

November 20th

2019 Subcommittee Meetings

*Project kick off**

January 16th

*Fuel contingency planning**

April 25th

Paratransit partnerships

August 28th

Animals in evacuation

December 12th

2019 Enhancements (**new*)

Paratransit Planning Meetings

per BAPAC group

Alert & Warning Meetings

UASI PI&W Work Group &
per Project Subcommittee

*completed



2019 Exercise Series

Critical Transportation Exercise Series

<i>South Bay Hub TTX</i>	May 22nd
<i>North Bay Hub TTX</i>	May 29th
<i>East Bay Hub TTX</i>	June 5th
<i>West Bay Hub TTX</i>	June 6th
<i>Paratransit TTX (*new)</i>	TBD
<i>Regional TTX</i>	September 5th
<i>Public Information Exercise</i>	September 12th
<i>Alert & Warning Exercise(s) (*new)</i>	September 12 th / TBD



To: Bay Area UASI Approval Authority
From: Tristan Levardo, CFO
Date: May 9, 2019
Re: Item 11: Reallocation of Grant Funds

Staff Recommendation:

Staff recommends approving the change requests from Alameda's Training and Exercise Program and Oakland.

Action or Discussion Item:

- a) Reallocation of FY2016 grant funds (Discussion Only)
- b) Change request from Alameda to move savings of \$450,000 from Training to Planning to transition out the Training and Exercise Program by 6/30/19 (Action)
- c) Change request from Oakland to move salary savings of \$395,579 from vacant Planning positions to Equipment (Action)

Summary

Pursuant to the Approval Authority Bylaws, *Section 8.5 Modification of Grant Allocations*, the Management Team shall report project budget changes under \$250,000 to the Approval Authority on a biannual basis.

Item 11 - Appendix A illustrates the pertinent budget changes for the twelve months ended April 30, 2019.

Reallocation of Grant Funds (less than \$250K)

For the Period May 1, 2018 through April 30, 2019

Jurisdiction	Project, Solution Area	Project Categories	Initial Allocation	Reallocation	Cumulative Change	Justification
Alameda	7 - Training	Training Courses	1,550,000	1,100,000	(450,000)	Training courses not completed due to non-renewal of contracts
Alameda	7 - Planning	Personnel Costs for Planning Activities	1,691,339	2,141,339	450,000	Additional planning costs needed to transition out the Training & Exercise program
NCRIC	1 - Equipment	Equipment Budget	326,250	195,750	(130,500)	Savings identified in equipment are transferred to personnel budget.
NCRIC	1 - Organization	Staff and Contractor Costs	4,127,816	4,258,316	130,500	This transfer will cover the increased salary rates.
Oakland	3,4,5 - Planning	Regional Risk Management and Planning Program	600,000	204,421	(395,579)	Salary savings from vacant positions
Oakland	2,4,5,6 - Equipment	Program equipment	592,509	988,088	395,579	Reallocated funds in acquisition of additional program equipment in various core capabilities
		Grand Total for FY2017 UASI Reallocation	8,887,914	8,887,914	-	

This item exceeding \$250K requires approval by the Approval Authority.