



To: Bay Area UASI Approval Authority
From: Craig Dziedzic, General Manager
Date: May 12, 2016
Re: Item 4: General Manager's Report

Staff Recommendations:

Staff recommends approving the Management Team Organization Chart, Annual Work Plans, and FY 2016-2017 Management Team Proposed Budget.

Action or Discussion Items:

- (a) FY 2015-2016 Bay Area UASI Annual Report (Discussion Only)
- (b) Management Team Organization Chart and Annual Work Plans (Action)
- (c) FY 2016-2017 Management Team Budget (Action)
- (d) Management Team Tracking Tool and Future Agenda Items (Discussion Only)

Background:

In accordance with the 2013 Master MOU and corresponding By-laws for the Bay Area UASI, the attached Management Team Organization and Annual Work Plans, together with the FY 2016/17 UASI Proposed Budget. The 2015-2016 Bay Area UASI Annual Report is submitted for review.

Discussion:

(a) 2015-2016 Bay Area UASI Annual Report (attached as Appendix A)

Highlights of our accomplishments include the following;

- (1) Increased capability in planning for large scale events;
- (2) FEMA and Statewide recognition for innovative practices; and
- (3) Updated website and a new online grants management system

(b) Management Team Organizational Chart (attached as Appendix B)

The Organization Team 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; (c) salaries; (d) jurisdiction; and (e) vacancies.

Annual Work Plans (attached as Appendix C)

The annual work plan aligns the Management Team’s activities with the Bay Area Homeland Security Strategy (“Strategy”) for enhancing regional capabilities to reduce the risk of terrorism. The objectives of the Strategy are as follows:

- Prevent and disrupt terrorist attacks;
- Protect the people of the Bay Area; its critical infrastructure and key resources;
- Respond to and recover from major incidents and all hazards that do occur;
- Continue to strengthen our preparedness foundation to ensure our long-term success;
- Guide future investments, increase capabilities and reduce risk.

The annual work plan also implements the abovementioned Strategy with eight (8) goals (“Goals”):

- Goal 1 - Develop a Regional Risk management and Planning Program
- Goal 2 - Enhance Information Analysis and Infrastructure Protective Capabilities.
- Goal 3 - Strengthen Communications and Interoperable Communications.
- Goal 4 - Strengthen CBRNE Detection, Response, and Decontamination capabilities.
- Goal 5 - Enhance Medical, Public Health and Mass Care Preparedness.
- Goal 6 - Strengthen Planning and Citizen Preparedness capabilities.
- Goal 7 - Enhance Recovery Capabilities.
- Goal 8 - Enhance Homeland Security Exercise, Evaluation and Training Programs.

(c) Budget or Fiscal Impact (attached as Appendix D)

The FY2016/17 UASI Management Team proposed budget lists the revenue sources from two grants (FY2015 UASI and FY2016 UASI) in the amount of \$3,603,461, which is a slight decrease in personnel costs as compared to last year.

(d) Management Team Tracking Tool and Future Agenda Items

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