



**To:** Bay Area UASI Approval Authority  
**From:** Craig Dzedzic, General Manager  
**Date:** June 14, 2012  
**RE:** Item # 3: Annual Work Plan and FY2011/12 Management Team Budget

---

**Staff Recommendation:**

Staff recommends approving the following: (a) 2011-2012 Bay Area UASI Annual Report; (b) Management Team organization chart & work plans; (c) FY 2012/13 Management Team Budget.

**Action and/or Discussion Item:**

Review and approve the following: (a) 2011-2012 Bay Area UASI Annual Report; (b) Management Team organization chart & work plans; (c) FY 2012/13 Management Team Budget. (Discussion; Possible Action)

Report on the National Homeland Security Conference and SF Port Security Grant Program/BAUASI Collaborative Strategy Workshop (Discussion Only).

**Background:**

The 2011 – 2012 Bay Area UASI Annual Report is submitted for review and approval. In accordance with the 2011 Master MOU and corresponding by-laws, the attached organization chart and annual work plan, together with the FY 2012/13 UASI Management Team budget, are also submitted for approval.

**Discussion/description:**

**2011-12 Bay Area UASI Annual Report** (attached as Exhibit A)

Highlights:

- (1) Increase of Approval Authority Membership;
- (2) Adoption of a 2011 Master MOU and bylaws;
- (3) Adoption of a BAUASI travel policy, Administrative Management Team Policies and Procedures, and a Grant and Project Policies and Procedures manual;
- (4) Adoption of a BAUASI Mission statement and objectives;
- (5) Adoption of a regional strategic plan and approval of the 2012 UASI regional projects;
- (6) Organizational restructure and re-alignment of Management Team Staff positions.



## Organization Chart

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

Management Team Organization Chart- FY 2011-2012 (attached as Exhibit B1)

Management Team Organization Chart- FY 2012- 2013 as restructured (attached as Exhibit B2).

## Annual Work Plan (attached as Exhibit B3)

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.

## **Budget or Fiscal Impact:** (Attached as Exhibit C)

The FY2012/13 UASI Management Team proposed budget lists the revenue sources from two grants (10 UASI and 11 UASI). The total amount from all revenue sources is \$4,007,893.

The expenditures are listed by line item, whereby the salaries and fringe benefits are divided into the three divisions within the Management Team (project planning, grants management, and administration). The total expenditures amount to \$4,007,893. Additionally, the personnel detail of the salary & fringe benefits are separately stated whereby each position within the three divisions is described by classification/jurisdiction, job title, and grant/project. The total amount for salary & fringe benefits is \$3,500,893.



## 2012 National Homeland Security Conference

Six staff members from the Management team attended the 2012 National Homeland Security Conference on May 22-24 in Columbus, Ohio. Members of the Management Team have produced written reports about the conference track sessions attended and lessons learned. Most of the presentations can be located at <http://nationaluasi.com/dru/>. Some of the highlights include the following:

- Interoperable Communications – National Capital Region UASI presented a report regarding video feeds whereby 70-80% of all traffic on the internet is video.
  - AT&T's interesting products: (1) AT&T Remote Mobility, a product which uses satellite backhaul providing mobile voice and data services in the absence of wireless coverage during an emergency or disaster situation; (2) Dual-mode Cellular/Satellite Smartphone, and (3) a Push-to-Talk service, which uses a gateway device to connect a device with this feature to a private mobile radio network (PMR) expanding the coverage of the existing PMR system.
- Information Sharing/Risk Management – Captain David Lazar (SFPD) presented a report regarding the upcoming America's Cup Event and large-scale event planning and coordination among regional jurisdictions and federal, local, and state agencies.
- Discussion with Elizabeth Harman, Assistant Administrator, Grant Programs Directorate FEMA

## Bay Area UASI/SF Port Security Grant Program (PSPG) Collaborative Strategy Workshop

The first annual Bay Area UASI/PSGP Collaboration workshop occurred on June 5, 2012 at Pier 35 in San Francisco. FEMA was present to discuss port security grant matters and members of the UASI Management Team made presentations concerning pending regional projects. The participants discussed ways to collaborate across multiple jurisdictions and agencies regarding common goals and objectives. Attendees indicated that this was a valuable first step in defining our way forward to more effective grant planning, coordination, and information sharing for the security of the region. Captain Clark of the Port Security Grant Program will be preparing an After Action Report.