



**Bay Area UASI Program
Approval Authority Meeting**
Thursday, April 10, 2014
10:00 a.m.

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

**REGULAR MEETING MINUTES
DRAFT**

1. Roll Call

Chair Anne Kronenberg called the meeting to order at 10:06 am. Subsequently, General Manager Craig Dziejdz took the roll call. Vice-Chair Rich Lucia and Members Raymond Guzman, Colleen Mulholand, Sherrie Collins, Mike Casten and Cal OES representative Brendan Murphy were present. Members Carlos Bolanos, Bob Doyle, Al Terrell and Ken Kehmna were absent, but their alternates, respectively Mark Wyss, Dave Augustus, Christopher Helgren, and Dana Reed were present. Renee Domingo arrived at 10:34 am.

2. Approval of the Minutes

Motion: Approval of the minutes from the March 13, 2014 Approval Authority meeting.

Moved: Member Casten **Seconded:** Alternate Member Wyss

Vote: The motion was passed unanimously.

3. General Manager's Report

(a) UASI FY 2014 Grant Allocation

General Manager Craig Dziejdz stated that the U.S. Department of Homeland Security (DHS) released the FY 2014 Funding Opportunity Announcements for six DHS preparedness grant programs totaling over \$1.6 billion. For FY 2014, the Urban Areas Security Initiative (UASI) will enhance regional preparedness by funding 39 high-threat, high-density urban areas -

increasing the number of UASI funded urban areas from 25 in FY 2013 to 39 in FY 2014, and funding the highest number of urban areas nation-wide since FY 2010.

For FY 2014, the Bay Area UASI will receive \$27,400,000, which is a .54% increase of \$147,831 from the \$27,252,169 awarded in FY 2013.

Chair Kronenberg stated that she had recently returned from the Big City Emergency Managers Meeting in Denver and asked the FEMA representatives why 14 previously defunded UASI jurisdictions had been re-instated. No satisfactory answer was provided.

(b) Transit Security Grant Funds

Mr. Dziejczak stated that the Management Team has reached out to a few potential grantees of the Transit Security Grant Program (TSGP) to determine whether there may be projects that could be pursued under the TSGP that could benefit the entire Bay Area region.

One potential project proposed involves enhancing visual surveillance with live monitoring by placing facial recognition equipment on buses and trains. The project would promote regional collaboration with the Northern California Regional Information Center (NCRIC) by collecting and disseminating real time information. The proposal would involve the purchase of equipment and facial recognition software with an interface to Wi-Fi capabilities.

The Management Team would assist the grantee in applying for grant funding as well as the associated project management in consideration for the M&A portion of the grant funds.

(c) Management Team Update

Mr. Dziejczak stated that Waimen Chee, Emergency Services Assistant, will be leaving the Management Team at the end of April. He has accepted a law enforcement position with the University of California, San Francisco Police Department. Mr. Chee was responsible for administrative support to the Bay Area UASI Management Team, assisting with the coordination of all documentation for the monthly Approval Authority meetings, and acting as a liaison to the general public.

The Management Team will be recruiting for Mr. Chee's replacement. Mary Landers will be the lead in the recruitment process.

Chair Kronenberg thanked Mr. Chee for all the work that he has done for UASI.

4. FY14 UASI Grant Allocations

Assistant General Manager Catherine Spaulding stated that on March 18, 2014 FEMA released the 2014 Homeland Security Grant Program guidance, which includes the FY14 UASI award for the Bay Area. The Bay Area UASI grant allocation for FY14 is \$27,400,000, an increase of \$147,831 (0.5%) over the FY13 allocation of \$27,252,169.

\$10,941,093 of the FY14 grant award will be allocated to sustainment and regional projects.

\$5,424,907 will be available for allocation to the hubs. The projects and the recommend allocations were individually vetted and approved by the Advisory Group.

Member Casten that everyone voted for the allocation but doesn't understand why some projects, such as BayLoop, continue to be funded. Mr. Casten suggested that the money used to sustain some of the projects could go to the hubs.

Motion: Approve the proposed FY14 UASI grant allocations

Moved: Member Collins **Seconded:** Vice-Chair Lucia **Opposed:** Member Casten

Vote: The motion passed with Member Casten opposed.

5. NCRIC Funding Allocation Carryover

Assistant General Manager Catherine Spaulding stated that the Bay Area UASI Grants Manual specifies policies for situations when sub-recipients do not spend their grant allocations in the time or manner originally specified. The manual states that if a sub-recipient is unable to spend as originally approved within the sub-recipient performance period, the grant dollars must be returned to fund projects that are next in line or be swapped against future grant allocations to extend the timeframe.

The NCRIC has requested permission to carryover grant allocations from one sub-recipient performance period to the next. This will allow the NCRIC to maintain a buffer for salaries against unforeseen changes in future grant allocations as well as engage in complex procurement processes that extend beyond twelve months.

Ms. Spaulding recommended that the NCRIC be permitted to carryover funding allocations to future sub-recipient performance periods up to a total of six months, provided that this still falls at least three months before the end of the grant performance period provided by the state. The NCRIC will be required to keep the Bay Area UASI Management Team CFO apprised of funding sources and uses at all times. In addition, the NCRIC will be required to report the amount of its carryover balance to the Advisory Group and Approval Authority when requesting additional future funding allocations.

Alternate Member Helgren asked if this extension would still be within the UASI performance period and not exceed the Federal performance period. Ms. Spaulding stated that the carryover would be internal and not exceed the Federal performance period.

Motion: Approve a policy to allow the NCRIC to carryover funding allocations

Moved: Alternate Member Wyss **Seconded:** Alternate Member Augustus

Vote: The motion was passed unanimously.

6. Regional Logistics and Public/Private Sector Partnership Projects Completion

Interim Resiliency and Recovery Project Manager Caroline Thomas-Jacobs stated that the Regional Logistics and Restoration of Critical Lifelines Project is complete and the Public/Private Sector Partnership Project will be completed by May 2, 2014.

The Regional Catastrophic Logistics Response Plan is the eighth and final plan funded through the Regional Catastrophic Preparedness Grant Program. At the direction of the Regional Catastrophic Planning Team (RCPT) Workgroup, with approval from the Approval Authority and California Office of Emergency Services, the Regional Catastrophic Plans were developed with the goal of strengthening regional coordination among the Bay Area UASI jurisdictions.

The Public/Private Sector Partnership Project created three distinct Private Sector Advisory Committees for (1) San Jose & Santa Clara County, (2) San Mateo County and (3) the City of Oakland. The project's goal was to establish a sustainable forum in which private sector representatives collaborate with local public sector partners to strengthen the community's resiliency and enhance their ability to respond and recover from catastrophic disasters. Private Sector members were recruited from a broad spectrum of industries, including technology, hospitality, healthcare, manufacturing, logistics, real estate, commercial development and small business.

The products from the completed projects will be available on the Bay Area UASI website: www.bayareauasi.org.

7. Regional Catastrophic Preparedness Grant Program (RCPGP) Tabletop After Action Report

Regional Program Manager Janell Myhre stated the UASI Management Team worked with Bay Area stakeholders, the California Office of Emergency Services (CalOES), and FEMA Region IX to train on and validate the Bay Area Regional Catastrophic Preparedness Grant Program (RCPGP) regional plans.

Ms. Myhre stated that the Management Team held six Tabletop Exercises (TTX). The purpose of the tabletops was to discuss the status of the plans, identify strengths and areas of improvement, and discuss next steps. Approximately 300 stakeholders attended the TTX series, representing Federal, State, and Bay Area government as well as the private and non-profit sectors.

The Bay Area UASI and RCPT Workgroup are coordinating with both the CalOES Coastal Region and FEMA Region IX to ensure the sustainability of the RCPGP plans. The UASI Management Team, RCPT Workgroup, and CalOES Coastal Region are currently developing a scope of work to hire subject matter experts to coordinate the Bay Area RCPGP plan information with the upcoming revision of the Concept of Operations Plan (CONPLAN).

8. Regional Catastrophic Preparedness Grant Program (RCPGP) Sustainment Plan

Regional Grants Manager Mary Landers stated that FY11 was the final year of funding for the

RCPGP grant. One of the grant guidelines of the RCPGP grant was the preparation of a sustainment plan. The Bay Area UASI Sustainment Plan is similar to the plan developed by Puget Sound, and covers the 8 Bay Area RCPGP plans. The Plan discusses the current regional capabilities and provides strategies for capability sustainment, including a five-year Action Plan and a discussion on training and exercises.

9. Bay Area Radiological/Nuclear Detection Program Development Initiative

Chemical, Biological, Radiological, Nuclear, and Explosives Program Manager Bruce Martin stated that preventing radiological and nuclear terrorism requires the ability to detect and interdict nuclear materials before they can be misused. The Bay Area has obtained assistance from the Department of Homeland Security's Domestic Nuclear Detection Office (DNDO) to support the development of a plan. Agencies around the Bay Area have some radiological/nuclear detection resources that would benefit from better coordination and more consistency in their use; other agencies are actively pursuing radiological/nuclear detection equipment acquisition and deployment.

10. Brown Act Update

Meyers Nave Legal Counsel Robin Donoghue provided an update of the Brown Act to the Approval Authority Board. During her briefing, Ms. Donoghue stated that members and alternates of the Approval Authority shouldn't be members of the Advisory Group to be in compliance with the Brown Act. The reports from the Advisory Group should come directly from the General Manager instead of its own separate agenda item on the Approval Authority meetings.

Member Domingo inquired when the changes took place. Ms. Donoghue stated that the changes took place on January 1, 2014.

11. Reallocation of Grant Funds

Chief Financial Officer Tristan Levarado presented a brief summary of the reallocation of grant funds under \$250,000 from July 1, 2013 – December 31, 2013.

12. Report from the Bay Area Regional Interoperable Communications System Joint Powers Authority (BayRICS Authority)

BayRICS General Manager Barry Fraser stated that BayRICS Board meetings for February and March 2014 were cancelled. The Board's next meeting will take place on April 10 at 1:30 PM at the Alameda County Sheriff OES, 4985 Broder Blvd., Dublin, CA 94568.

Mr. Fraser stated that at the January 9, 2014 meeting, the BayRICS Board established an *ad hoc* Planning Committee to develop recommendations for a three to five year strategic plan for BayRICS, in response to the termination of the BOOM Agreement and loss of grant funding for

the BayWEB project. The Committee will provide its initial report and recommendations at the April 10 BayRICS Board meeting.

13. Tracking Tool

Assistant General Manager Catherine Spaulding provided a description of the items on the tracking tool.

14. Announcements-Good of the Order

Chair Kronenberg asked the Board for any Announcements. There were no announcements.

15. Future Agenda Items

Chair Kronenberg asked the Board for questions or comments. There were no questions or comments.

16. General Public Comment

Chair Kronenberg asked the public for any comments. There were no comments.

The meeting adjourned at 11:33 a.m.