



Approval Authority Meeting
Thursday, November 10, 2016
10:00 a.m.

Location

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

Agenda

1. CALL TO ORDER
ROLL CALL

UASI Chair	Anne Kronenberg, City and County of San Francisco
UASI Vice-Chair	Rich Lucia, County of Alameda
Member	Raemona Williams, City and County of San Francisco
Member	Cathey Eide, City of Oakland
Member	Ryan Broughton, City of San Jose
Member	Ken Kehmna, County of Santa Clara
Member	Mike Casten, County of Contra Costa
Member	Bob Doyle, County of Marin
Member	Kevin Oakley, County of Monterey
Member	Trisha Sanchez, County of San Mateo
Member	Al Terrell, County of Sonoma
General Manager	Craig Dziedzic

CLOSED SESSION- Time Specific: 10:00 a.m.

- 2. NATIONAL COUNTERTERRORISM THREAT CENTER (NCTC) BRIEFING** (Discussion Only)
An NCTC Liaison will provide a current threat briefing to Approval Authority Members. *The Approval Authority may hold some or all of this discussion in closed session under California Government Code Section 54957(b). 15 mins*

REGULAR MEETING- Time Specific: 10:15 a.m.

- 3. APPROVAL OF THE MINUTES** (Discussion, Possible Action)
Discussion and possible action to approve the draft minutes from the August 11, 2016 regular meeting or take any other action related to the matter. *(Document for this item includes draft minutes from August 11, 2016.) 5 mins*

4. GENERAL MANAGER'S REPORT (Discussion, Possible Action)

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

- (a) FY17 Project Proposal Applications Update (Discussion Only)
- (b) National Fusion Center Association (NFCA) Annual Training Event (Discussion Only)
- (c) The 2017 National Homeland Security Conference (Discussion Only)
- (d) Approval of the 2017 Calendar for Approval Authority Meetings (Action)
- (e) Management Team Tracking Tool (Discussion Only)

(Documents for this item are a report, an appendix, and the Tracking Tool from Craig Dziedzic.) 5 mins

5. 2016 THIRA (Discussion, Action)

Assistant General Manager Catherine Spaulding will present the 2016 THIRA for approval
(Documents for this item are a report and an appendix from Catherine Spaulding.) 5 mins

6. STAKEHOLDER OUTREACH AND THE ANNUAL PLANNING PROCESS (Discussion)

Regional Program Manager Janell Myhre will report on stakeholder outreach and the annual planning process. *(Documents for this item are a report and a PowerPoint from Janell Myhre.) 5 mins*

7. REGIONAL MUTUALINK INVESTMENTS (Discussion)

Project Manager Corey Reynolds will provide an update on regional Mutualink investments.
(Document for this item is a report from Corey Reynolds.) 5 mins

8. REALLOCATION OF GRANT FUNDS (Discussion, Possible Action)

Chief Financial Officer Tristan Levarado will report on the reallocation of Grant Funds for the Bay Area UASI. *(Document for this item is a report from Tristan Levarado.) 5 mins*

9. FIRSTNET BRIEFING (Discussion)

FirstNet CEO Mike Poth and FirstNet Region IX Continental U.S. Lead Lesia Dickson will report on the status of FirstNet. *(Documents for this item are a report and a PowerPoint from Mike Poth and Lesia Dickson.) 10 mins*

10. PRND POLICIES AND PROCEDURES MANUAL APPROVAL (Discussion, Action)

PRND Project Manager Phil White will present the Policies and Procedures Manual approved by the PRND Focus Group at their October 19, 2016 meeting. *(Documents for this item are a report and an appendix from Phil White.) 5 mins*

11. ANNOUNCEMENTS-GOOD OF THE ORDER

12. 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.

13. 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 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 Program
Approval Authority Meeting
Thursday, August 11, 2016
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

Vice Chair Rich Lucia called the meeting to order at 10:04 AM and took the roll. Vice Chair Rich Lucia, and Members Raemona Williams, Cathey Eide, Ryan Broughton, Mike Casten, and Sherrie Collins were present. Members Ken Kehmna, Bob Doyle, Al Terrell, and Carlos Bolanos were absent, but their alternates, respectively Dana Reed, Dave Augustus, Chris Helgren, and Alma Zamora were present. Chair Anne Kronenberg was absent, but her alternate Mike Dayton arrived at 10:08 AM.

2. Approval of the Minutes

Vice Chair Lucia asked for any comments or questions concerning the minutes from the July 14, 2016 meeting. Seeing none, he requested a motion to approve the minutes.

Motion: Approve the minutes from the July 14, 2016 Approval Authority Meeting

Moved: Member Broughton **Seconded:** Member Reed

Vote: The motion was passed unanimously.

3. General Manager's Report

Assistant General Manager Catherine Spaulding presented the General Manager's Report

(a) Management Team Update

Ms. Spaulding reported that Amy Ramirez has been hired as the Risk Management and Information Sharing Project Manager. Ms. Ramirez has worked for the San Francisco Department of Emergency Management serving as a lead emergency planner and an emergency preparedness and community outreach coordinator.

Ms. Spaulding also reported that the vacant Grants Specialist Position has been filled by Edwin Lee. Mr. Lee has worked as a Project/Grants Accountant for 6 years for the Port of San Francisco wherein his duties were reconciling and processing grants/capital projects, including working on FEMA and CalOES grants.

(b) Management Team Consultation/ Workshop Facilitation Assistance

Ms. Spaulding reminded the Approval Authority and stakeholders that Management Team project managers offer consultation assistance and workshop facilitation regarding the understanding, use, and implementation of the various tools that we have produced such as the Continuity of Operations Plan (COOP/Continuity of Government (COG) toolkit, Disaster Recovery Permit and Regulation Waiver toolkit, and the Bay Area Points of Distribution (POD) Training and Workshop. To request assistance, she directed them to go to the BAUASI website and complete the Assistance Request Form.

(c) Management Team Tracking Tool and Future Agenda Items

There were no additions to the Tracking Tool.

4. FY17 PROPOSAL GUIDANCE

Assistant General Manager Catherine Spaulding presented the FY17 Bay Area UASI Proposal Guidance. This document contains all requirements and procedures for the FY17 sub-recipient grant application, review, and approval process. The timeline and general approach to the process is consistent with prior years. The proposal submission period is September 23-October 14, 2016, with hub meetings in January, and Approval Authority review and approval of projects in April. Ms. Spaulding detailed the key changes proposed for the FY17 cycle which include: the proposal form, kick off and hub meeting requirements, and the review process. Additional key changes include a more specific definition of regional projects and interpretation of "highly specialized and regional equipment". Members discussed the changes and Ms. Spaulding provided clarification regarding the project review process for regional submissions, role of the workgroups, and applying priority capability objectives. The submission of projects that were not selected as priority capability objectives was also discussed.

Motion: Approve the FY16 UASI Proposal Guidance

Moved: Member Casten

Seconded: Alternate Helgren

Vote: The motion was passed 9-2 with Members Eide and Broughton voting nay.

5. **SAN FRANCISCO FIREBOAT**

Deputy Chief Raemona Williams provided an update to the Approval Authority on the delivery of the new, regional fireboat. She discussed the boat's features and provided information on how it will be used as a regional asset.

6. **FLEET WEEK PLANNING**

San Francisco Department of Emergency Management Public Information Officer Francis Zamora presented an update to the Approval Authority on Fleet Week 2016 planning. He presented history of the event as well as a schedule of events for this year.

7. **PLANNING, ACTIVATIONS, AND SITUATIONAL AWARENESS FOR NBA CHAMPIONSHIP GAMES**

Director of Emergency Services for the City of Oakland Cathey Eide provided a presentation on the planning and EOC activations for the NBA Championship Games this past June. Jim Paterson, Program Manager for the Risk Management Unit at the NCRIC, discussed using Cal COP for situational awareness. Both reported that the planning and preparations led to a successful event.

8. **BAYLOOP UPDATE**

Regional Project Manager Corey Reynolds provided an update on the status of BayLoop. He reported the BayRICS JPA has decided to discontinue the responsibility of BayLoop maintenance and monitoring and return it to local responsibility (as handled prior to 2012). He reported that Point-to-Point connection continues to be supported today.

9. **CPOD PLANNING UPDATE**

Regional Project Manager Corey Reynolds provided an update on the 2016 C-POD Planning and Security Project. Following the Approval Authority allocation of \$200,000 of FY13 unspent funds to build regional capabilities for Commodity Points of Distribution (C-POD) planning and security, Mr. Reynolds reported the following: in December 2015, they established a C-POD Project Steering Committee and by January 2016, two contracts

had been awarded: one contract (\$108,000) to CB&I for designing and executing two workshops and two trainings/tabletop exercises and the second contract (\$56,000) to Willdan Homeland Solutions for technical assistance in developing local C-POD plans. The C-POD exercises will be held for this year's Yellow Command Exercise in Urban Shield 2016.

10. UASI TRAVEL EXPENDITURES

Chief Financial Officer Tristan Levardo reported that travel expenses by the Bay Area UASI for the period of April 1, 2016 to June 30, 2016 were \$25,741.57

11. Announcements – Good of the Order

Member Sherrie Collins announced her retirement and received a full standing ovation from the board and audience for her years of dedicated public service to the region.

Members also provided updates regarding the ongoing wildfires and structure fires in their jurisdictions, including lessons learned on sheltering abilities within the region.

12. General Public Comment

A member of the public made a comment.

13. Adjournment

The meeting adjourned at 11:48 AM.



To: Bay Area UASI Approval Authority
From: Craig Dziedzic, General Manager
Date: November 10, 2016
Re: Item #4: General Manager's Report

Staff Recommendation:

Staff Recommends approving 2017 Calendar for Approval Authority Meetings (Discussion, Possible Action)

Action or Discussion Items:

- (a) UASI FY 2017 Project Proposal Process (Discussion Only)
- (b) 2016 National Fusion Center Association Annual Training Event (Discussion Only)
- (c) The 2017 National Homeland Security Conference (Discussion Only)
- (d) The 2016 Calendar for Approval Authority Meetings (Discussion, Possible Action)
- (e) Management Team Tracking Tool and Future Agenda Items (Discussion Only)

Discussion:

(a) UASI FY 2017 Project Proposal Process

The online FY 2017 project proposal submission began on September 23, 2016 and closed on October 14, 2016. The Management Team received a total of 158 applications amounting to approximately \$33.7 million, which is \$14.6 million more than the anticipated funding allocation of \$19.1 million.

After receiving the proposals, there was an extensive review process. The proposals were initially reviewed for compliance; and thereafter, there was a financial and programmatic review.

Approval Authority members will have the opportunity to review their jurisdiction's proposals from November 14, 2016 through December 2, 2016 to ensure consistency with their own operational area and/or core city priorities.

On October 21, 2016, BAUASI Regional Program Manager Janell Myhre sent an email to Approval Authority members requesting confirmation of their respective Hub Voting members by October 31, 2016. She will be coordinating the upcoming Hub and Regional proposal prioritization meetings, which are as follows:

- **Jan 4th** - North Bay, Marin County Sheriff's Assembly Room, San Rafael
- **Jan 5th** - South Bay, Santa Clara County Sheriff's Assembly Room, San Jose
- **Jan 9th** - East Bay, Alameda County Sheriff's Assembly Room, Dublin
- **Jan 13th** - West Bay, San Francisco EOC, 1011 Turk St, San Francisco
- **Feb 23rd** - Level Two Regional, Alameda County Sheriff's Assembly Room, Dublin

At the January 12, 2017 Approval Authority meeting the Management Team will seek approval for the level one regional projects: fusion center, training/exercise, public safety information sharing, Bay RICS/ interoperability, public health/medical, highly specialized and unique regional equipment, and projects implemented by the Management Team.

In its October 11, 2016 letter to grant subrecipients, Cal OES is anticipating an early release of the 2017 NOFO by February 15, 2017; and accordingly, Cal OES requested that subrecipients submit their applications in advance by January 15, 2017.

(b) The National Fusion Center Association (NFCA) Annual Training Event

The National Fusion Center Association (NFCA) Annual Training Event occurred from October 25th through October 27th. Mike Sena, President of the NFCA and Director of the Northern California Regional Intelligence Center (NCRIC), hosted the event in Alexandria, Virginia. Representatives from federal, state, and local agencies participated in the training sessions and discussed strategies and best practices for information and sharing, outreach/training, and collaboration. The Management Team, along with the NCRIC staff, participated in two panel presentations: (1) Special Event Support/Real Time Open Source Analysis, and (2) Cyber Security for Critical Infrastructure. Keynote Speakers included the Honorable James Clapper, Director of National Intelligence, and the Honorable James Comey, FBI Director.

(c) The 2017 National Homeland Security Conference

The 2017 National Homeland Security Conference is scheduled to take place in Buffalo, NY - June 6 - 8, 2017. The National Homeland Security Association (NHSA) is currently accepting presentation proposals through December 15, 2016. The Management Team will be submitting proposals for the upcoming conference. Please contact us if you have a particular topic that you would like presented.

(d) Approval of the 2017 Calendar for Approval Authority Meeting

For the 2017 calendar year, staff requests that the time and place of the Approval Authority meetings occur at 10:00 AM at the Alameda County Sherriff's Office OES on the second Thursday of the scheduled month except for the months of March, June, September, October, and December. It is similar to the 2016 calendar.

Attached as Appendix A is the 2017 Schedule for the Approval Authority Meetings.

(e) Management Team Tracking Tool and Future Agenda Items

Attached as Appendix B is the Management Team Tracking Tool. Members may submit future agenda items at any time to the General Manager.



2017 Approval Authority Meeting Schedule

Location:

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

Meeting Time:

10:00 AM
Second Thursday of the Month

January 12, 2017
February 9, 2017
<i>March 9, 2017 – No Meeting</i>
April 13, 2017
May 11, 2017
<i>June 8, 2017 – No Meeting</i>
July 13, 2017
August 10, 2017
<i>September 14, 2017- No meeting</i>
<i>October 12, 2017 – No Meeting</i>
November 9, 2017
<i>December 14, 2017 – No Meeting</i>

UASI Approval Authority and Management Team Tracking Tool

November 10, 2016 Approval Authority Meeting

#	Name	Who	Date Assigned	Due Date	Status / Comments
1	Briefing by Captain of the Port	Captain Anthony Ceraolo, USCG	11/10/16	1/12/17	
2	List of Proposed Regional FY17 Projects (including those that did not meet regional criteria)	Catherine Spaulding	5/17/16	1/12/17	
3	Level 1 Regional Project Proposals	Various	5/17/16	1/12/17	
4	FEMA IX Medical Countermeasures Planning	Dr. Erica Pan	6/17/15	2/9/17	
5	Hub Funding Formula for FY17 Grant Cycle	Catherine Spaulding	10/14/16	2/9/17	
6	Update to the Master MOU and Bylaws (expiration November 2017)	Catherine Spaulding	11/24/15	2/9/17	
7	Urban Shield AAR	Tom Wright, Corinne Bartshire	5/17/16	2/9/17	
8	Risk Management Program CY2017	Amy Ramirez	6/20/16	2/9/17	
9	FY17 UASI Allocations and Projects	Catherine Spaulding	5/17/16	4/14/17	
10	Urban Shield 2017	Tom Wright, Corinne Bartshire	8/12/16	4/14/17	
11	PRND Program Update	Phil White	6/20/16	4/14/17	
12	Interoperability Update	Corey Reynolds	6/20/16	4/14/17	
13	Bay Area UASI Management Team Annual Budget and Annual Report		10/13/16	5/11/17	
14	Proposal Process Lessons Learned	Catherine Spaulding	10/13/16	5/11/17	
15	Cyber Program Update	NCRIC	6/20/16	5/11/17	
16	Asset Risk and Capability Assessment Update	Amy Ramirez	10/13/16	7/13/17	
17	FY18 Proposal Guidance	Catherine Spaulding	10/13/16	8/10/17	
18	Risk and Gap Report	Catherine Spaulding	10/13/16	8/10/17	
<i>Reoccurring Agenda Items are on the back of this page</i>					

Regular Items/Assignments						
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
A	UASI Financial Reports	Report	Tristan Levarado		1/12/17 2/9/17 4/13/17 5/11/17 7/13/17 8/10/17 11/9/17	UASI Travel Expenditures FY16 UASI Spending Report FY15 UASI Spending Report Reallocation of Grant Funds UASI Travel Expenditures FY16 UASI Spending Report UASI Travel Expenditures
B	BayRICS JPA Quarterly Report	Report	Barry Fraser		1/12/17 4/13/17 7/13/17 11/9/17	BayRICS JPA Report
C	Election of UASI Officers	Discussion & Action Item	Chair		1/12/17 (Annually)	
D	NCRIC Annual Report	Report	Mike Sena		2/9/17 (annually)	
E	Training and Exercise Program Annual Report	Report	Tom Wright		2/9/17 (annually)	



To: Bay Area UASI Approval Authority
From: Catherine Spaulding, Assistant General Manager
Date: November 10, 2016
Re: Item #5: 2016 THIRA

Staff Recommendation:

Approve the THIRA for submission to CalOES

Action or Discussion Items:

Action

Discussion:

The Threat and Hazard Identification and Risk Assessment (THIRA) is a four step risk assessment process that helps stakeholders to understand risks and estimate capability requirements. FEMA requires all states, UASIs, and tribal nations to complete a THIRA on an annual basis in order to receive federal homeland security grant dollars. It is important to our strategic planning and investment justifications at both the regional and state level. The THIRA should guide how we allocate the dollars that we receive, although it does not affect the amount of funding FEMA provides to us.

The Management Team has updated the 2016 THIRA and presents it to the Approval Authority for approval for submission to Cal OES and subsequently to FEMA. The THIRA is based on information used last year as well as local subject matter expert input, existing Bay Area plans and reports, real world scenarios, resource modeling and estimation resources, and other open source research.

The THIRA document is available in hard copy at the November Approval Authority meeting. Please note the document is FOUO, and it has been prepared following FEMA's formatting specifications. We would like to thank the many regional stakeholders who reviewed the THIRA and provided relevant subject matter expertise.

Jason Carroll, Haystax Technology Project Manager, will provide a background briefing on the updated THIRA. Haystax is under contracted to support the preparation of all California UASI THIRAs.

BAY AREA UASI

Threat and Hazard Identification and Risk Assessment (THIRA)

Approval Authority Meeting
November 10, 2016



THIRA Based on DHS Guidance & Analytics

DHS Guidance

Guidance Docs

- CPG 201 2nd Edition
- National Preparedness Goal
- HSGP Guidance

DHS Concepts

- Whole Community
- Core Capabilities
- National Preparedness System

Analytical Approach

Data Driven Inputs

- Risk Analysis
- Capability Assessment
- Gap Analysis

Local SME Inputs

- CIKR Catalog
- Risk Verification
- Capability Verification
- Project Lists - UASI, Mitigation, etc.

THIRA



Major Components of the THIRA

This THIRA is organized around the following components:

- Step 1: Identify the Threats and Hazards of Concern
- Step 2: Give the Threats and Hazards Context
- Step 3: Establish Capability Targets
- Step 4: Apply the Results/Resource Requirements



Recap of 2016 Bay Area THIRA Process



National Preparedness
Goal

Second Edition
September 2015



Highlights:

- Approval Authority Kickoff (April)
 - Biological Scenario Option
 - Fire Management & Suppression
- Scenario Workshop
 - San Andreas v Hayward Scenario
 - Anthrax Scenario Addition
- Workgroup Review
- Completion of THIRA Process Before Holidays

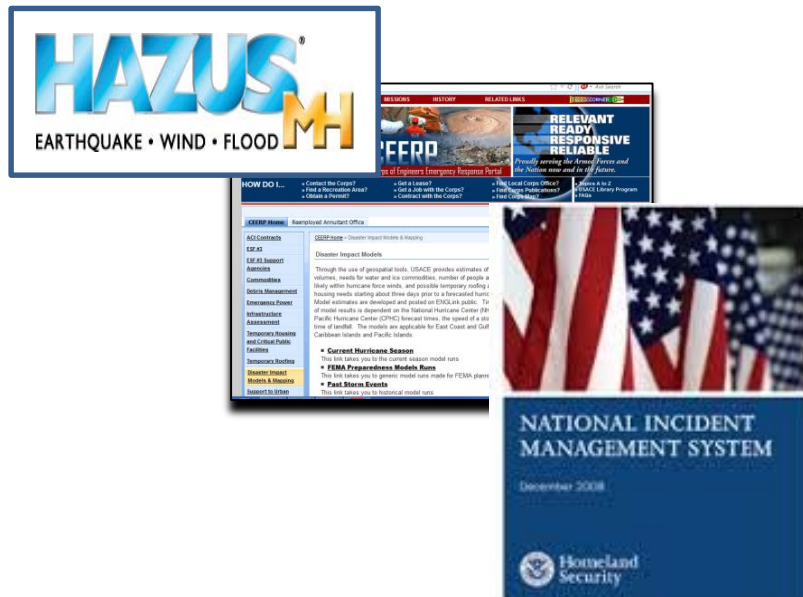
Scenario Workshop and Workgroup Review



Results:

- Whole Community Participation
 - UASI Management Team
 - NCRIC
 - Federal and State Representatives
 - Non-Governmental Partners
 - Participants from all four hubs
 - Emergency Management, Law Enforcement, Fire, and Public Health
- Scenario Updates/New Scenario
- Capability Target Revisions
- Resource Requirements Review
 - Assigned to applicable workgroup

Feedback/Lessons Learned



- General
 - Expand efforts to continue to embrace the Whole Community participation
- Scenarios
 - Based on feedback, kept scenario based on Bay Area Regional Catastrophic Earthquake Plan
 - 2017 Consideration – Conventional Attack
- Capability Targets
 - Reviewed the 31 DHS Core Capability Targets across all 5 mission areas
 - Refined and consolidated Core Capability Targets
- Resource Requirements
 - Workgroups provided feedback on the 19 DHS Core Capabilities with estimated resource requirements
 - 2017 Consideration – Additional time for workgroup review



Next Steps/Moving Forward

- Submit THIRA to Cal OES
 - Continued Bay UASI and State Coordination
- **Submit THIRA to FEMA by December 31, 2016**
- 2017 Process
 - No current updates to the National Preparedness Goal, Second Edition



Thank you.

BAY AREA UASI





To: Bay Area UASI Approval Authority
From: Janell Myhre, Regional Program Manager
Date: November 10, 2016
Re: Item #6: Stakeholder Outreach and Annual Planning Process

Staff Recommendation:

Discussion only.

Action or Discussion Items:

None.

Discussion:

As part of the annual planning process, the UASI program team conducted multi-agency meetings across the region to discuss stakeholder priorities. Views on how the UASI team can assist in achieving these goals, as well as the impact of past UASI initiatives and efforts were also discussed. These conversations were held with all the UASI jurisdictions in the Bay Area. Stakeholder participation included local jurisdiction leadership staff from Law Enforcement, Fire, Emergency Management and regional Public and Medical Health agencies.

Highlights from these discussions are summarized in Appendix A.



2016 Bay Area Stakeholder Outreach Summary Report Appendix A

I. INTRODUCTION

This fall, the Bay Area UASI Program Team conducted multi-agency meetings across the region. The purpose of these meetings were to gain an understanding of:

1. Local public safety priorities;
2. How the UASI team can support jurisdictions in achieving these goals; and
3. The impact of UASI programs and past initiatives

This memo outlines common themes that emerged during these discussions.

Fifteen meetings were held with over 80 representatives from Bay Area local government leadership staff. Representatives from law enforcement, fire, emergency management and regional public and medical health leadership staff participated in these discussions. The UASI Program Team will seek to have such discussions annually in order to inform planning efforts. In future years, these discussions will take place in the spring.

The Bay Area UASI Management Team thanks all stakeholders for their time and input. Much valuable feedback – beyond what is summarized here in this report – was received and will be applied by the Management Team in the future.

II. FINDINGS

Local Priorities

In terms of local public safety priorities, many Bay Area stakeholders expressed interest in the following:

- **Information Sharing Technologies:** Staying updated in mass notification systems, WebEOC, CalCOP, and radio interoperable communications equipment and platforms. Ongoing training opportunities and public outreach for notification sign up. Staying up to date on FirstNet technologies and performing as a pilot area for FirstNet implementation.

- **Unified Command Operations:** Training and exercising Unified Command practices between Law, Fire and EMS to achieve more fully integrated unified command response activities in day to day operations.
- **Emergency Management Accreditation Program (EMAP):** Engaging in the EMAP process to identify potential common standards and become accredited with EOC facility, staff and operational standards.
- **Sheltering:** Working with American Red Cross to plan shelter activations, including staffing and shelter equipment needs. Defining current ARC capabilities, local government sheltering responsibilities, equipment locations, and local government legal requirements to provide service to access and functional needs and pet populations. Refreshing ARC Memorandum of Understanding (MOU) agreements.
- **Critical Infrastructure Restoration:** Working with water and fuel suppliers and identifying next steps in developing Memorandum of Understanding (MOU) agreements to ensure effective public private partnership operations in a disaster for timely and efficient restoration of critical lifelines.

Management Team Support

In terms of how the Bay Area UASI Management Team can better support local priorities, the following themes emerged:

- Provide Bay Area UASI staff support to facilitate regional customization of previous and ongoing UASI regional products into local government operations and Operational Area cities (i.e. training sessions, UASI product workshops, local and regional exercises, information sharing technology systems trainings).
- Ensure regional training and exercise sessions are held in outlying areas; provide Urban Shield and Yellow Command exercise backfill, overtime and food/drink funding for all Bay Area interested participants; and coordinate Yellow Command with the State exercise calendar to vet the Bay Area Earthquake Plan (BAEP).
- People need help understanding Bay Area UASI functions, such as the purpose of the regional workgroups, the proposal process, WebGrants, the risk management process, how to access the Regional Training and Exercise Program, and Management Team roles and responsibilities.
- The most frequent requests for UASI support was in relation to information sharing technologies, sheltering capabilities, public information and warning, and ongoing programs like regional training and exercise.

Bay Area UASI Program Impact

In terms of the impact of UASI Programs, the following feedback was frequently shared:

- **Urban Shield:** This exercise is viewed positively by first responder participants.
- **Yellow Command/CPOD:** Although Yellow Command appears complex to some jurisdictions, the region viewed the exercise as a success. The focus on pulling public and private sector agencies together to discuss the restoration of water systems as a critical lifeline was viewed as a valuable use of time.
- **Public Information and Warning:** This work is well regarded. The regional joint information center-joint information system work has supported the Bay Area public information officers and has been used in real life incidents, such as the Valley Fire.
- **NCRIC Program Support:** Jurisdictions know their Terrorism Liaison Officer, understand the importance of submitting Suspicious Activity Reports (SARs), and feel engaged with the NCRIC.
- **Public and Medical Health Program Support:** The Bay Area regional public health community feels more engaged with UASI over the past several years. They have built capabilities in medical surge and patient tracking operations that have moved up to the State for further development.
- **CalCOP System:** Whether used for critical infrastructure asset inventory or as a common operating picture tool, the CalCOP system is viewed as a useful tool by Bay Area jurisdictions.



To: Bay Area UASI Approval Authority
From: Corey Reynolds, UASI Regional Project Manager
Date: November 10, 2016
Re: Item 7: Regional Mutualink Investments

Recommendation:

None – discussion only

Action or Discussion Items:

Discussion

Discussion/Description:

Background

In August 2015, the Approval Authority directed the Management Team to provide further information on the Mutualink system in the region to determine how it could be more effectively utilized. Mutualink is an Internet Protocol (IP)-based multimedia overlay network and is designed to leverage the sharing of existing, disparate radio, video, telephone, and IP-sensory equipment and next-generation communication technology.

A status of the Mutualink system implementation in the Bay Area was presented at the October 2015 and since, the Management Team conducted a two-phased approach to support public safety and emergency management agencies in using the system efficiently. The Management Team reported out on Phase 1 in May 2016 and this report provides an update on the closeout of Phase 2.

Status

Phase 2 of this project involved assessing stakeholder interest in further buildout of the Mutualink system, identifying challenges and best practices in its operation, scheduling training opportunities, and determining additional Mutualink equipment and service needs for FY17 project proposals.

Challenges identified by users in Phase 2 of this project include a lack of understanding of Mutualink’s capabilities, a lack of training on system operations, technical difficulties logging into the Mutualink system, and limited opportunities for day-to-day use. As such, at this time, there are not any stakeholder requests for further Mutualink investment.

Next Steps

Over the next year, the Management Team will work closely with Bay Area stakeholders and the NCRIC to ensure Mutualink addresses the following:

1. Conduct Local Outreach:
 - Identify key users given significant turnover
 - Schedule individual visits with each Mutualink customer across the region to understand unique needs and address challenges through customized training
2. Make Technological Improvements:
 - Provide remote access so users do not have to be physically stationed at their Mutualink equipment to use it
 - Continue to explore integrating Mutualink with other systems in use across the region, including CalCOP
 - Continue the migration from legacy Mutualink infrastructure to cloud-based Edge licenses
 - Address difficulty with logging into the Mutualink system using VPN
3. Operationalize the Technology:
 - Provide resources for users to integrate Mutualink into day-to-day operations as needed
 - Perform regular drills and system calls
 - Better integrate Mutualink into local and regional exercises

The Management Team will report out on progress in August 2017 and deliver recommendations on further Mutualink investment and buildout in anticipation of FY18 project proposals.



To: Bay Area UASI Approval Authority

From: Tristan Levardo, CFO

Date: November 10, 2016

Re: Item 8: Reallocation of Grant Funds

Staff Recommendation:

Information only

Action or Discussion Item:

Discussion only

Summary

Pursuant to the Approval Authority Bylaws, *Section 8.6 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 six months ended October 31, 2016.

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

For the Period May 1,2016 through October 31, 2016

Jurisdiction	Project, Solution Areas	Project Categories	Initial Allocation	Reallocation	Cumulative Change	Justification
Alameda	C-Equipment	BayLoop Upgrade	202,316	-	(202,316)	Return of funding allocation to Management Team Budget
Oakland	A-Planning	Risk Management	715,000	626,597	(88,403)	Repurposed core city allocations
Oakland	C-Equipment	Radios	100,000	-	(100,000)	Canceled project
Oakland	A-Equipment	Risk Management Equipment	-	70,868	70,868	Repurposed core city allocations
Oakland	B-Equipment	Sharepoint Project	-	85,000	85,000	Repurposed core city allocations
Oakland	F-Equipment	WebEOC	22,000	40,535	18,535	Repurposed core city allocations
Oakland	A-Training	Training for Planners	-	14,000	14,000	Repurposed core city allocations
San Francisco	F-Equipment	Notification System	350,000	123,500	(226,500)	Repurposed savings from hub allocations
San Francisco	F-Equipment	EOC Equipment	-	225,500	225,500	Repurposed savings from hub allocations
San Francisco	H-Exercise	Urban Shield Participation Costs	-	1,000	1,000	Repurposed savings from hub allocations
San Francisco	F-Equipment	Tactical Search Robots	99,565	101,565	2,000	Repurposed savings from hub allocations
San Francisco	B-Equipment	Station Security Enhancements	91,126	89,126	(2,000)	Repurposed savings from hub allocations
San Jose	C-Planning	Interoperability Communications Manager	150,000	51,508	(98,492)	Repurposed core city allocations
San Jose	D-Equipment	X-ray System	350,200	340,688	(9,512)	Repurposed core city allocations
San Jose	C-Equipment	Portable Radios	193,400	301,404	108,004	Repurposed core city allocations
		Grand Total for FY2015 UASI Reallocation	1,580,007	2,071,291	(300,808)	



To: Bay Area UASI Approval Authority
From: Corey Reynolds, Regional Project Manager
Date: November 10, 2016
Re: Item 9: FirstNet Briefing

Staff Recommendations:

None

Action or Discussion Items:

Discussion

Discussion:

BayRICS General Manager Barry Fraser will introduce FirstNet CEO Mike Poth and FirstNet Region IX Continental U.S. Lead Lesia Dickson, who will provide an update on FirstNet's progress and considerations for the Bay Area region. Their presentation is provided as Appendix A.

Mr. Poth and Ms. Dickson are joined by:

- Jeremy Zollo, FirstNet Deputy Director of Outreach
- Mike Bostic, FirstNet Senior Law Enforcement Advisor
- Dave Faulkner, FirstNet Region IX
- Jeanette Kennedy, FirstNet Government Affairs
- Michael Boyden, California First Responder Network (CalFRN)/CalOES



**FIRSTNET
PUBLIC SAFETY BROADBAND
FOR
SAN FRANCISCO BAY AREA PUBLIC SAFETY**

November 10, 2016

Today's Agenda

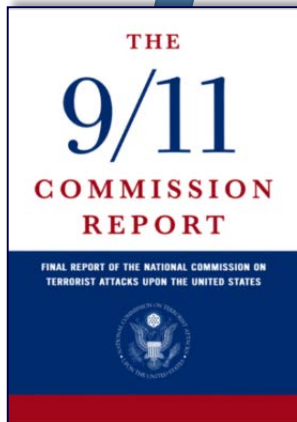


- How we got here
 - Mandated by public safety
 - Created by Federal law
 - Administered by FirstNet
- Where we stand
 - Nationwide consultation
 - Status of the Network RFP
 - Governor's decision
- Where we are going
 - Addressing critical needs of public safety
 - Understanding Bay Area unique requirements
 - Ensuring on-going coordination
- What is your role?



How we got here...





Associations Supporting D-Block Reallocation

<i>National Governors Association</i>	<i>National Criminal Justice Association</i>
<i>National Association of Counties</i>	<i>National Association of Police Organizations</i>
<i>National League of Cities</i>	<i>National Volunteer Fire Council</i>
<i>United States Conference of Mayors</i>	<i>National Troopers' Coalition</i>
<i>Council of State Governments</i>	<i>National Organization of Black Law Enforcement Executives</i>
<i>International City/County Managers Association</i>	<i>Association of Air Medical Services</i>
<i>National Conference of State Legislatures</i>	<i>Advocates for Emergency Medical Services</i>
<i>International Association of Chiefs of Police</i>	<i>Emergency Nurses Association</i>
<i>International Association of Fire Chiefs</i>	<i>National Association of Emergency Medical Services Physicians</i>
<i>National Sheriffs' Association</i>	<i>National Association of Emergency Medical Technicians</i>
<i>Major Cities Chiefs Association</i>	<i>National Association of State Emergency Medical Service Officials</i>
<i>Metropolitan Fire Chiefs Association</i>	<i>National Emergency Medical Services Management Association</i>
<i>Major County Sheriffs' Association</i>	<i>American Probation and Parole Association</i>
<i>Association of Public-Safety Communications Officials</i>	<i>National Association of Regional Councils</i>
<i>National Emergency Management Association</i>	
<i>International Association of Emergency Managers</i>	
<i>Police Executive Research Forum</i>	



THE LAW

2.22.12

FirstNet becomes law

PL 112-96

Recent Major Events – Need for FirstNet



Following numerous events and significant disasters...we know that a new model is necessary...Required is a national architecture for public safety wireless communications

Chief Jeff Johnson – Congressional Testimony, May 2011



Challenges of Commercial Networks for Public Safety

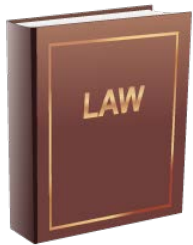


- ✓ Network Congestion
- ✓ Network Outages
- ✓ Coverage Dead Spots

Implementing the Vision



THE LAW



2.22.12

FirstNet becomes law
PL 112-96

GOVERNANCE



The **FirstNet Board** has **15** members, including those with telecommunications and public safety backgrounds

Each Governor appoints **1 Single Point of Contact (SPOC)** and governing body to represent the state's interests to FirstNet.

43 member **Public Safety Advisory Committee (PSAC)** advises FirstNet on public safety intergovernmental matters.



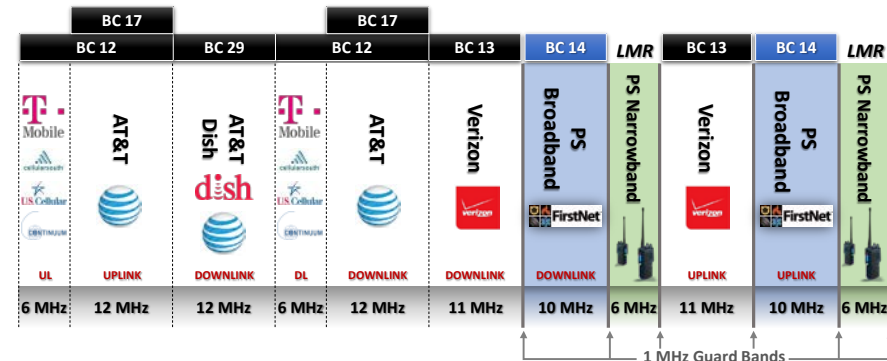
FUNDING



\$7B authorized to build the FirstNet network. Funded by spectrum auctions through 2022.

BAND CLASS (BC) 14

20MHz of bandwidth has been dedicated to public safety in the prime upper **700MHz** frequency range.





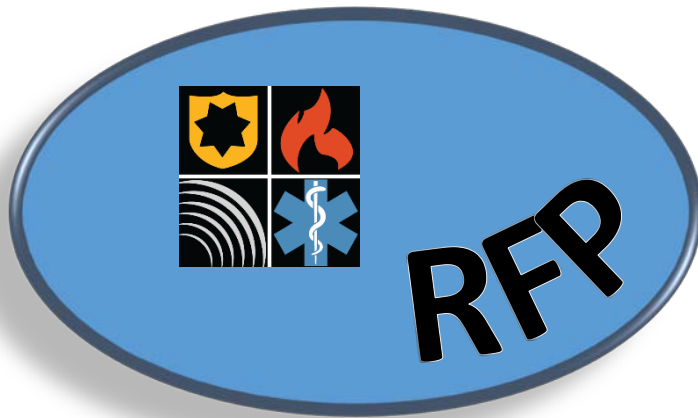
PUBLIC SAFETY NEEDS

- ✓ Dedicated Spectrum
- ✓ Priority / Preemption
- ✓ Public Safety Grade
- ✓ Cybersecurity
- ✓ Public Safety Applications

LEVERAGING INDUSTRY

- ✓ Existing Infrastructure
- ✓ Built & Maintained
- ✓ Global Standard
- ✓ Interoperability
- ✓ Economy of Scale

Where we stand...



RFP Statement of Objectives



Building, Deployment, Operation & Maintenance of the NPSBN



Financial Sustainability



First Responder User Adoption



Device Ecosystem



Applications Ecosystem



Accelerated Speed to Market



User Service Availability



Service Capacity

RFP Under Evaluation!



Cyber Security



Priority Services



Integration Of Opt-out State RANs



Integration of Existing Commercial/ Federal/ Tribal/State/ Local Infrastructure To Support NPSBN Services



Life-cycle Innovation



Program and Business Management



Customer Care and Marketing



Facilitation of FirstNet's Compliance With The Act & Other Laws

Where we are going...



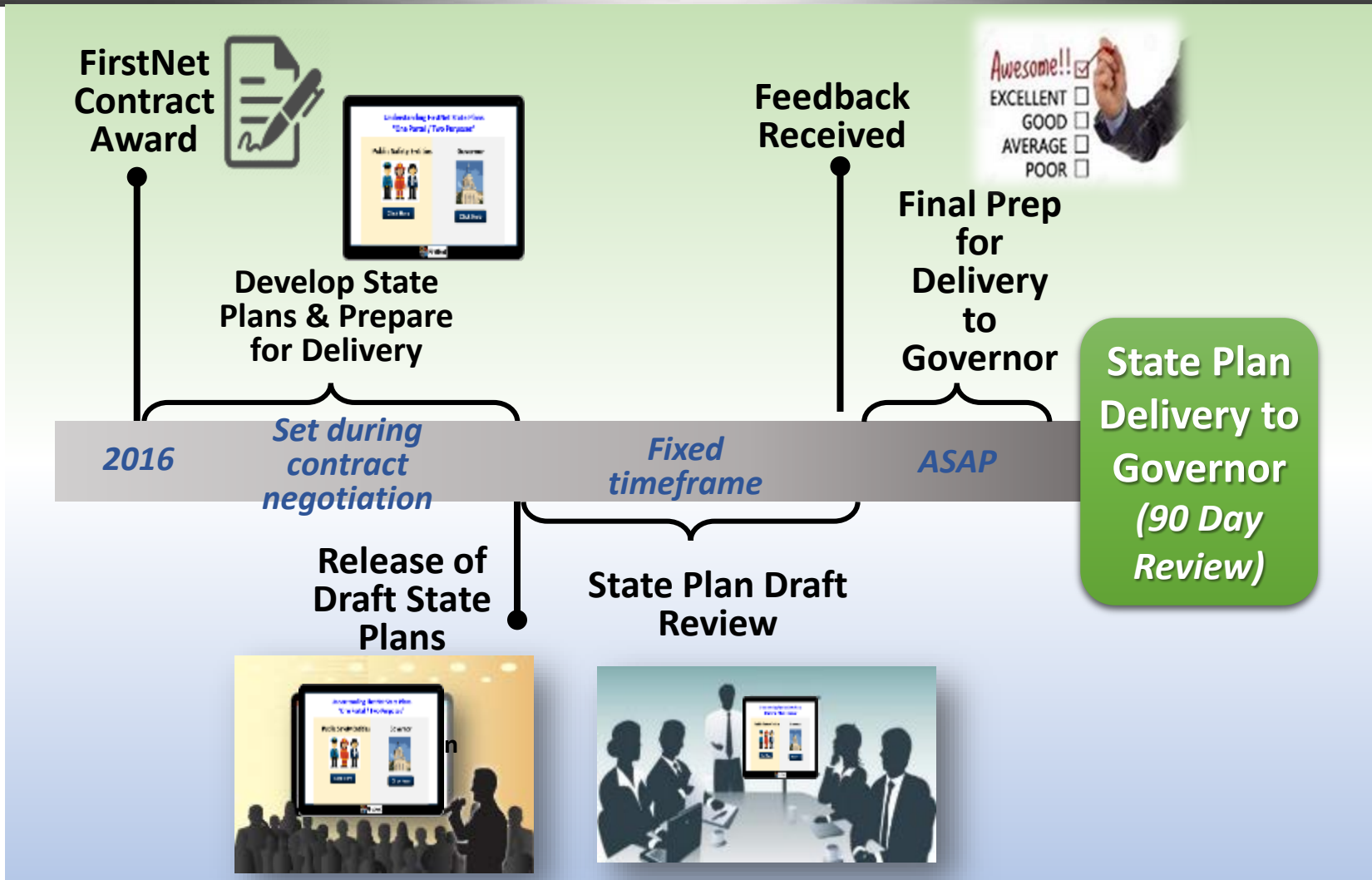
High Priority Applications



One Portal / Two Purposes



State Plans Development From Contract Award to Governor



Meeting Public Safety's Needs



Capacity

Priority
Preemption
Quality of Service

Coverage

Terrestrial
Deployables

Workflow

Applications
Devices
Interoperability

Community

Agency support
User groups
Best practices

What is your role?

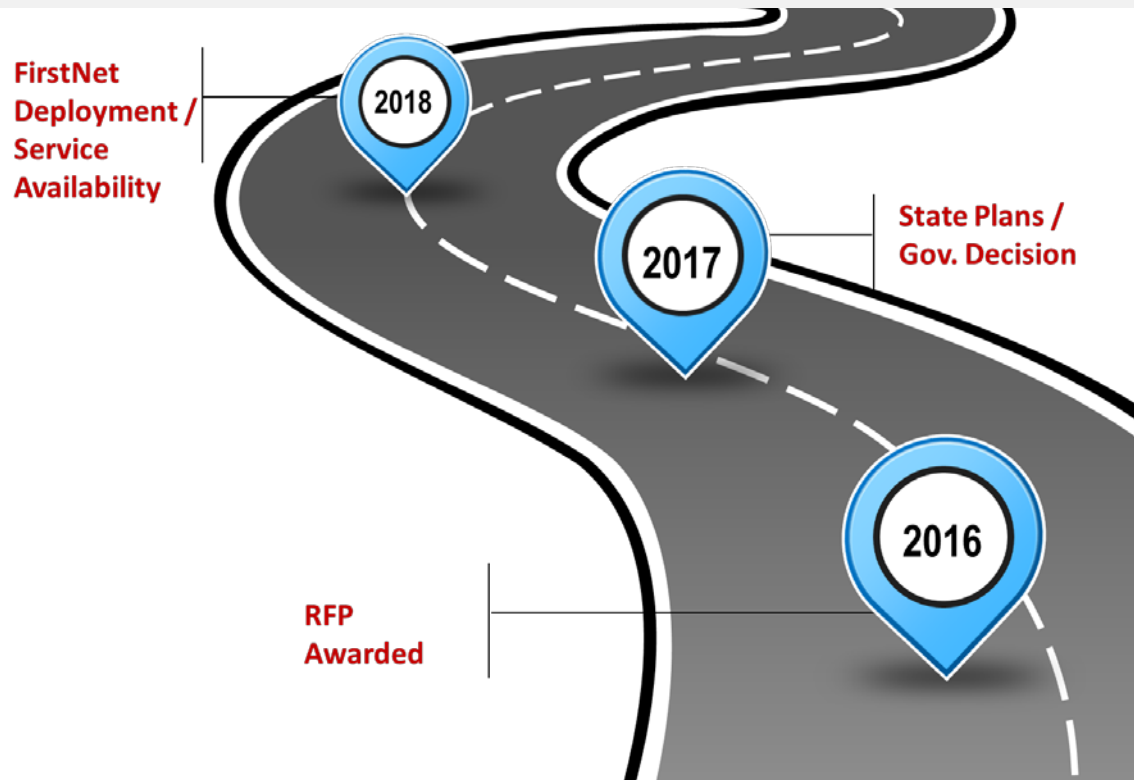


Overall Timeline – Getting Ready For Agency Planning Purposes Only



Once FirstNet is in place:

- Agencies/responders will buy FirstNet devices and service similar to how commercial wireless is procured today
- There will be no Federal mandate to use FirstNet service
- Initial service will focus on mission critical data communications



Getting to know Bay Area Public Safety Needs



- How do you procure services today?
- What do you wish the commercial provider did better to meet public safety needs?



Getting to know Bay Area Public Safety Needs



- Have your commercial networks slowed / become overwhelmed during large scale events?
- Do you have critical coverage dead zones in the region?
- Are there unique coverage issues (buildings, etc.)?
- How does lack of mobile data impact responses?



Getting to know Bay Area Public Safety Needs



- What types of applications do you use?
 - Are any of the applications integrated?
 - Are you using streaming video?
- Are you using specialty devices for public safety?
- Do you have a personal use policy?



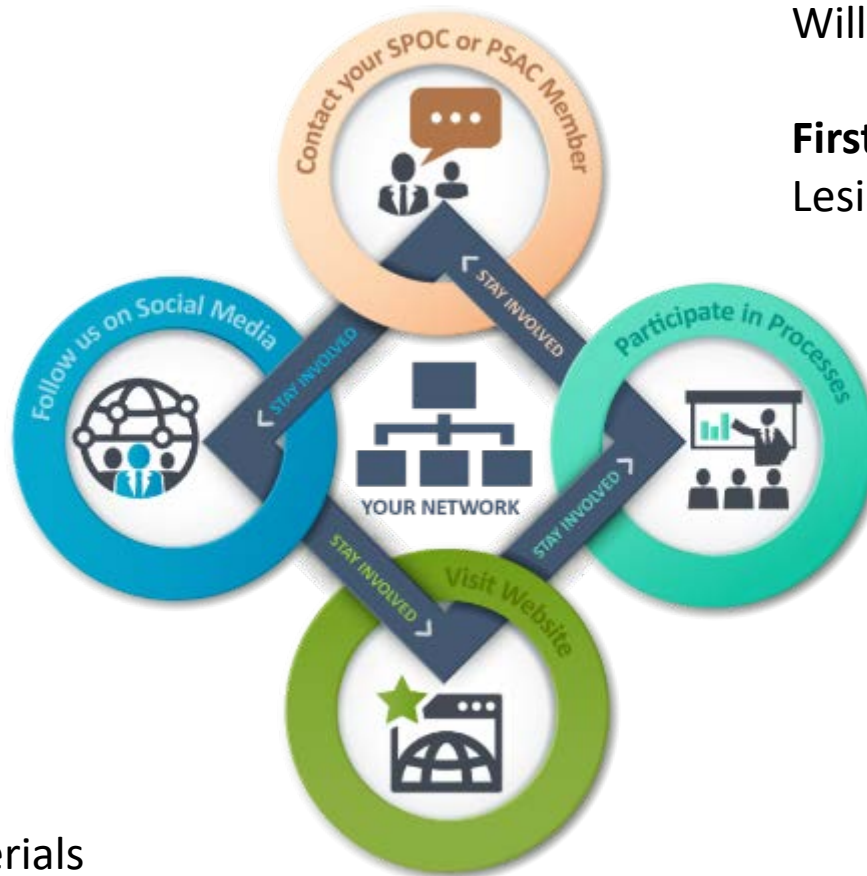
Staying in Touch with FirstNet



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www.firstnet.gov

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- Blogs
- Presentations
- Current Events
- Board meetings and materials



California SPOC:
William Anderson

FirstNet Region Lead:
Lesia Dickson

Questions?



To: Bay Area UASI Approval Authority

From: Philip White, CBRNE Project Manager

Date: November 10, 2016

Re: Item 10: PRND Policies and Procedure Manual Approval

Staff Recommendations:

Approval and adoption of the PRND Focus Group Policies and Procedures Manual

Action or Discussion Items:

Action

Background:

At the April 10, 2014 Approval Authority meeting the Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE) Workgroup announced the formation of a Preventive Radiological / Nuclear Detection (PRND) focus group to develop and adopt a regional approach to the threat of radiological and nuclear materials that may be used by terrorists as a weapon of mass destruction. Since then, much work has been done to develop the region's ability to detect and interdict radiological and nuclear materials that may fall out of regulatory control.

The PRND Focus Group meets quarterly and includes state and regional partners from public safety agencies including Alameda County Sheriff's Office, BART, the California Highway Patrol, Oakland Police Department, San Francisco Fire Department, San Francisco Police Department, San Jose Police Department, NCRIC, Santa Clara County Fire Department, and Solano County Sheriff's Department. The PRND Focus Group has developed and adopted a multi-year Strategy, including a Bay Area PRND Land and Maritime Concept of Operations, Standard Operating Procedures, regional equipment procurement procedures, and a three year training and exercise plan.

The Bay Area PRND Focus Group developed a regional PRND Policy and Procedure Manual which memorializes the region's commitment to a unified approach posed by the threat of a radiological / nuclear terrorism event. The manual provides guidance on important issues such as PRND standardized response protocols, equipment interoperability, and radiological/nuclear alarm information sharing. The manual also names the Bay Area Approval Authority as the ultimate arbitrator when disputes arise among jurisdictions. The Bay Area PRND Policy and Procedure Manual serves as a best practice when applying for the upcoming Securing the Cities grant program.

On behalf of the PRND Focus Group, the Bay Area UASI Management Team requests approval of the Bay Area PRND Policies and Procedures Manual in Appendix A.



Preventive Radiation & Nuclear Detection Policies and Procedures Manual

October 2016

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I. INTRODUCTION

A. Scope and Purpose

This manual acts as a companion document to the Bay Area PRND Strategy which was approved by the by the members of the PRND Bay Area Program (“PRND Members”). It provides policies and procedures for the Bay Area Preventive Rad/Nuc Detection (PRND) Program, a focus group within the CBRNE Working Group of the Bay Area UASI. This manual includes:

- Participation Requirements;
- Indemnification of jurisdictions;
- Equipment purchases and distribution;
- Training and Exercises; and
- Conflict Resolution

No manual can anticipate every circumstance or question about policy. The Bay Area PRND Program reserves the right to revise, supplement, or rescind any policy or portion of this manual from time to time as it deems appropriate. PRND Members will be notified of changes to the manual as they occur.

All participants are expected to read, understand, and comply with all the provisions of this manual, both in their specific direction and the spirit in which they were written.

B. Affected Parties

These policies and procedures will apply to all participating organizations and agencies within the 12 Bay Area UASI County footprint unless they are in conflict with specific provisions of existing labor agreements or with specific provisions of state or federal law. In such cases, the provisions of those agreements or laws should prevail for the employees covered under those agreements or laws.

II. BAY AREA UASI AND THE PRND PROGRAM

A. Bay Area UASI

The Bay Area Urban Areas Security Initiative (BA UASI) improves capacity to prevent, protect against, respond to, mitigate, and recover from terrorist incidents or related catastrophic events by providing planning, organization, training, equipment and exercises to the Bay Area UASI region. It enhances regional capability through regional collaboration and responsibly leverages funding to achieve optimal results with the dollars available. The Bay Area UASI also coordinates and administers risk management planning and regional strategy, as well as researches, learns from, and shares what works well and what does not to inform program/product development.

The Bay Area UASI's footprint is comprised of three major cities (Oakland, San Francisco, and San Jose); twelve counties (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Monterey, San Benito, Santa Cruz, Solano, and Sonoma); and more than 100 incorporated cities. The primary source of funds comes from the Homeland Security Grant Program (UASI program) administered by the Department of Homeland Security.

Governed by Memoranda Of Understandings (MOU) between participant jurisdictions, the Bay Area UASI is managed through a multi-layered governance structure. At the top level is the Approval Authority, which is supported by Working Groups. The City and County of San Francisco serves as the fiscal agent for the Bay Area UASI.

Please see the website, www.bayareauasi.org for more information on the participants and functioning of the Bay Area UASI.

B. Bay Area UASI Management Team

The Bay Area UASI Management Team is responsible for implementing policy decisions of the Approval Authority, which includes the administration and management of regional projects that have been endorsed by the Approval Authority, and all other administrative and legislative responsibilities associated with running the UASI. In addition, the team is responsible for the liaison role between the City and County of San Francisco, which serves as the fiscal agent for grant funds, and the grantors and sub-recipients. The Management Team also serves as the point of contact for all inquiries and issues from regional stakeholders and may assist, schedule, and/or facilitate Approval Authority and stakeholder meetings.

The Management Team is comprised of two units, Project Management and Grants Management.

C. The PRND Focus Group and Committee Structure

Pursuant to the Bay Area UASI governance structure, the BA UASI General Manager oversees the Management Team, which consists of grant specialists and project managers. The Bay Area Preventive Radiological/Nuclear Detection (PRND) Program is comprised of a regional coalition of volunteer subject matter experts serving as a focus group within the BA UASI Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) regional working group.

A project manager from the Bay Area UASI Management Team oversees the CBRNE working group and provides regular reports about the group's activities. The PRND has established a committee structure to move the program forward in a coordinated fashion. This committee structure and its relationship to the BA UASI are depicted in Figure 1 below.

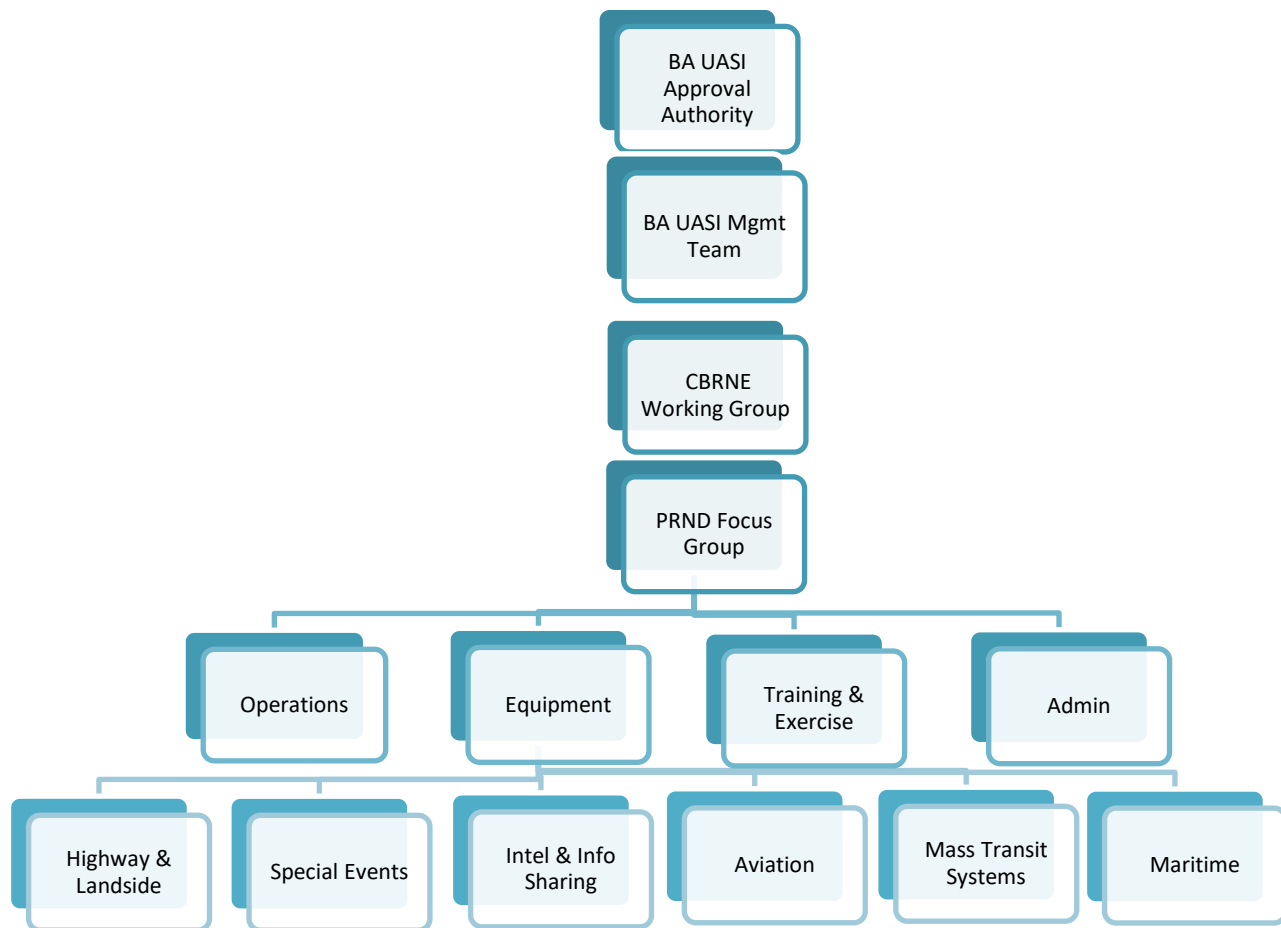


Figure 1: PRND Focus Group and its relationship within the BA UASI Structure

III. PRND DOCUMENTS

A. Guidance Documents and Plans

The BA PRND Focus Group has developed several guidance documents, including a Regional Program Strategy, a Concept of Operations (CONOPs), Regional Equipment Guidelines, and a template for Standard Operating Procedures (SOP). An Operations Plan (OPlan) as described below is in the development phase. These are to be used as guidance documents for the group.

The adopted Bay Area PRND Strategy, Land and Maritime Concepts of Operations, Information Sharing Plan, and SOPs will ensure that all partners are aligned with the mission and goals of the PRND Focus Group and coordinate their activities with other regional, state, and federal PRND stakeholders. The process will also allow each agency the latitude to accommodate local agency implementation needs.

Regional Program Strategy:

The concept of the PRND program is to have a protection strategy, resourced with the capability to perform intelligence, threat and risk driven public safety interdiction and surveillance and detection throughout the Bay Area. The PRND Program will provide a regional reporting mechanism that will allow Bay Area partners to share radiological data. This data will help identify a metric to inform resource deployment decisions and reduce the risk of radiation exposure to first responders and the public.

Concept of Operations:

The BA PRND Interior CONOPs and the Maritime CONOPs documents include a glossary of Bay Area PRND terms and definitions; defines operational modes; establishes a common alarm adjudication process; clarifies federal, state, regional and local jurisdictional authorities’ roles and responsibilities.

Equipment Capabilities and Procurement Guidelines:

The BA UASI PRND Equipment Capabilities and Procurement Guidelines provides equipment capability considerations, priorities, guidelines, and technical references to aid Bay Area agencies in their technical, purchase, distribution, and maintenance guidance that will support implementation of consistent region-wide capabilities.

Standard Operating Procedures:

A template of Standard Operating Procedures (SOP) has been developed to ensure consistency and structure to partner agencies.

Operations Plan:

An Operations Plan (OPLAN) provides guidance on operational activities, detection strategies, and tasks and acts as a foundation for further development of detailed agency-specific operations, protocols and procedures and their alignment with BA PRND policies and procedures. It also illustrates ways in which partner agencies can most effectively coordinate their detection and interdiction actions within the region.

IV. THE PRND PROGRAM

A. Securing the Cities Grant Program

The Bay Area UASI, on behalf of the PRND Program, is actively seeking funding from various funding sources, including the Securing the Cities (STC) Grant Program. The STC grant program specifically seeks to reduce the risk of a successful deployment of a radiological or nuclear weapon against major metropolitan areas in the United States. The program assists state and local partner agencies and requires a regional approach in the building of capabilities to detect, analyze, and report nuclear and other radioactive materials.

B. Principal Partners within the PRND organization

The application for the STC grant program requires a lead agency (applicant) and the identification of up to 11 principal partner agencies, which may include local, interstate, and state agencies. These 12 agencies must be clearly identified and requires the assignment of personnel to support this program **“of sufficient rank and stature to be able to make decisions for their organizations”**.

The San Francisco Department of Emergency Management, as fiscal agent for all homeland security grant funds, has agreed to act as the lead agency for the STC application. The other principal partner entities, as described below, have been nominated based on their unique roles and responsibilities within the region, either law enforcement, fire/hazmat, or health. These principal partner agencies may be changed should the PRND focus group wish to nominate other agencies that they deem more appropriate to fulfill the grant’s criteria and which are willing to accept the responsibilities described in the grant. However, the number of principal partner agencies may not exceed 11.

Law enforcement agencies are primarily responsible for the local radiological/nuclear detection mission in the San Francisco Bay Area and will have the most representation in the list of principal partners. Their duties include the performance of primary screening, secondary screening and technical reachback. Primary screening is typically performed as part of regular patrol duties during the Steady State Mission. It is the goal of the PRND Program to have Explosive Ordnance Disposal (EOD) teams perform secondary screening and technical reachback when certain alarm criteria are encountered.

In those instances when a law enforcement agency does not have secondary screening and technical reachback capability, or if they are unavailable, local fire department hazardous materials teams will be utilized. Therefore, fire departments will be the next most represented principal partners. Fire department hazardous materials team personnel may also be utilized in the formation of Joint Hazard Assessment Teams (JHAT) as part of an Enhanced Steady State or Radiological/Nuclear Search Mission. In the Enhanced Steady State mission posture, JHAT teams, comprised of law enforcement, hazardous materials and explosive ordnance personnel, provide just-in-time discovery, analysis and mitigation of possible CBRNE threats to prevent disruption of large scale public events by terrorists. In the Radiological/Nuclear Search mission posture, JHATs, under the direction of the FBI, are used as a force multiplier when large areas or complex structures need to be searched in a timely manner.

The third represented type of principal partner agency is health departments which support the Bay Area PRND Program by acting as a liaison with the Radiologic Health Branch (RHB) within the Food, Drug, and Radiation Safety Division of the California Department of Public Health. These agencies will assist with the licensing of radioactive source materials used in PRND training courses and exercises, registration and certification of PRND equipment, investigation of radiation incidents, and surveillance of radioactive contamination in the environment.

Project leads, working groups, and project managers each have certain roles and responsibilities to ensure that projects are successfully completed. As seen in Figure 1 above, six sub-committees (commercial vehicles, special events, intelligence and information sharing, aviation, mass transit systems, and maritime) report to the three committees (Strategic Plan, equipment and capabilities, and training and exercise) that then report to the Focus Group. For each sub-committee, a project lead will be selected to work closely with the BA UASI Program Manager and act as a liaison to the rest of the focus group.

C. Principal Partner Activities

By working in a coordinated fashion consistent with the Bay Area PRND Strategy and Concept of Operations, the principal partners will undertake the following activities: assign personnel from each agency of sufficient rank and stature who are eligible to make decisions for their organizations at meetings, hold a meeting of the PRND Focus Group on a quarterly basis, provide the necessary resources to prepare meeting agendas, distribute and approve meeting minutes, use project management tools, adhere to regional primary screening, secondary screening, alarm adjudication and technical reachback protocols, implement a regional strategy for the deployment of PRND equipment based on the mission being performed, participate in approved PRND training courses and exercises, and participate in the exchange of sensitive law enforcement radiological/nuclear detection information as mutually agreed upon.

The BA UASI, a division of the San Francisco Department of Emergency Management, will continue to provide the necessary administrative infrastructure for the development of the regional PRND architecture needed to achieve the goals and objectives of the program. This infrastructure includes the organizational structure of the UASI itself; at the top of which is the Approval Authority, created to ensure that the interests of all twelve counties in the UASI region are represented. By utilizing various working groups comprised of fire, law enforcement, EMS, emergency management and public health professionals, the BA UASI ensures that the needs of the region are reviewed and prioritized. Lastly, the BA UASI's practice of maintaining decision-making by consensus has allowed for the development of regional agreements. The principal partners will agree to continue these practices within the PRND Focus Group to provide personnel to serve on the various committees and sub-committees within the group.

Health department principal partners will act as liaisons to the Radiological Health Branch of the California Department of Public Health on matters of licensing, regulatory compliance and investigations. Training 100% of radiological safety personnel in regulations governing the storage, transport, and use of radiological materials; the safe handling and disposal of radiological materials; and forensic requirements in support of investigations that may arise from the region's efforts to detect and interdict radiological and nuclear materials out of regulatory control will be part of their roles and responsibilities.

In order to ensure regional exercise and training needs remain consistent within the PRND program, principal partner agencies will work with the Bay Area UASI's Regional Exercise and

Training Program (BATEP). This nationally recognized model for the delivery of Department of Homeland Security (DHS) approved courses, currently provides training for over 15,000 users in both the public and private sectors. The BATEP is also responsible for the internationally acclaimed annual Urban Shield Exercise that is designed to provide objective assessments of the region's capabilities and identify areas for improvement. For the last four years, Urban Shield has also included a PRND scenario. The BATEP has the capacity to provide the necessary resources to train over 650 first responders in the performance of primary screening, secondary screening and technical reachback as well as hosting Homeland Security Exercise and Evaluation Program (HSEEP) compliant table top and functional PRND exercises.

D. List of Principal Partner agencies

The current eleven principal partner agencies described below are government entities, either City or County agencies within the FEMA-defined UASI region, or is an agency (state or special district) that supports the UASI region.

The eleven agencies are listed as follows:

Alameda County Sheriff's Office. The 1,000 member Alameda County Sheriff's Office provides law enforcement services to citizens in the unincorporated areas of the County and the cities that have contracted for police services. These sworn/field officers are responsible for law enforcement duties using patrol, specialized tactical teams, explosive ordnance disposal (EOD), and maritime units. The agency is also responsible for providing services to Oakland International Airport, numerous public arenas, stadiums, and the Alameda-Contra Costa Counties Transit Authority. It also acts as the law enforcement coordinator for Region II of the CA Mutual Aid system in the Bay Area and provides representation for all sub-partner law enforcement agencies in the region. It was selected to participate as a principal partner in order to strengthen airport, special event venue and transit detection capabilities of the region.

Alameda County Public Health Department. The Alameda County Public Health Department employs 500 field personnel and works with a variety of medical service providers, government entities, and community-based organizations to address health and safety issues impacting the community. This agency will serve as the lead radiation/health agency for the region, functioning as a liaison to the Radiologic Health Branch (RHB) within the Food, Drug, and Radiation Safety Division of the California Department of Public Health, assisting with the licensing of radioactive source materials used in PRND training courses and exercises, registering and certifying PRND equipment, investigating radiation incidents, and monitoring the surveillance of radioactive contamination in the environment. It was selected to participate as a principal partner in order to assure the region's compliance with all federal, state and local radiological regulations.

Bay Area Rapid Transit District (BART). Bay Area Rapid Transit (BART) is a special district with both a law enforcement and transit component. The 205 sworn/field personnel are responsible for providing law enforcement services to rail passengers on the fifth largest heavy rail rapid

transit service in the US. Trains travel through four of the 12 counties (Alameda, Contra Costa, San Francisco, and San Mateo) and service is expanding into Santa Clara County. It was selected to participate as a principal partner in order to add regional transit detection capabilities.

California Highway Patrol. The California Highway Patrol (CHP) provides traffic enforcement throughout California on the state's highway system. The region is crisscrossed by many of the state's highways that comprise this system. The Golden Gate Division of the agency has 1,278 sworn/field officers who are responsible for law enforcement through patrol, commercial inspection units, and aviation patrol. It was selected to participate as a principal partner in order to strengthen regional transit detection capabilities as well as commercial vehicle inspection and aviation detection capabilities.

Oakland Police Department. The Oakland Police Department provides law enforcement services to the citizens of Oakland with a 658 person force that utilizes patrol, specialized tactical units, and a maritime unit. It is also responsible for portions of the San Francisco Bay waterfront, the Port of Oakland, and Oakland Airport. It is also one of three core cities (along with San Francisco and San Jose) in the San Francisco Bay Urban Area (Urban Area). It was selected to participate as a principal partner in order to add detection capabilities at maritime and airport locations.

San Francisco Fire Department. The San Francisco Fire Department provides fire services to the City and County of San Francisco. There are 1,443 field personnel who handle fire suppression, Emergency Medical Services (EMS), HazMat, and Urban Search and Rescue duties. It is also responsible for providing maritime fire, rescue and EMS services along the waterfront of San Francisco Bay, the Port of San Francisco, and San Francisco Airport. It was selected to enhance the secondary screening and technical reachback capabilities in the region as well as support the formation of Joint Hazard Assessment Teams (JHAT) when required.

San Francisco Police Department. The San Francisco Police Department is the chief law enforcement entity within the City and County of San Francisco. 2,087 sworn/field officers in the department serve on patrol, specialized tactical units, explosive ordnance disposal (EOD), and maritime patrol. The department is also responsible for portions of the waterfront along San Francisco Bay, the Port of San Francisco, numerous public arenas, stadiums, and San Francisco Airport. They are also assigned to the Joint Terrorism Task Force (JTTF). San Francisco is one of three core cities (along with Oakland and San Jose) in the Urban Area. It was selected to participate as a principal partner in order to add to maritime and airport detection capabilities of the region.

San Jose Police Department. The San Jose Police Department is the chief law enforcement entity within the City of San Jose. There are 1,109 sworn/field officers in the department who are responsible for law enforcement through patrol, tactical units, and explosive ordnance disposal (EOD) teams. It is also responsible for San Jose International Airport, numerous public arenas, stadiums, passenger buses and light rail trains operated by the Santa Clara Transportation Authority. San Jose is one of three core cities (along with Oakland and San Francisco) in the

Urban Area. It was selected to participate as a principal partner in order to add to airport, large public venue and transit detection capabilities of the region.

San Mateo County Sheriff's Office. The San Mateo County Sheriff's Office provides law enforcement services to citizens who reside within the unincorporated areas of the County. It also serves as the lead law enforcement agency for the Bay Area's intelligence/fusion center (the Northern California Regional Intelligence Center (NCRIC)) and the Joint Terrorism Task Force (JTTF). It is also responsible for portions of the waterfront of San Francisco Bay and works closely with the San Francisco Police Department to provide law enforcement services to San Francisco Airport (located in San Mateo County) and maritime issues along the Bay.

Santa Clara County Fire Department. The Santa Clara County Fire Department provides fire services to the unincorporated areas of the county and to cities that contract for their services. There are 259 firefighters who handle fire suppression, Emergency Medical Services (EMS), HazMat, and Urban Search and Rescue duties. The department is also the fire services coordinator for Region II of the CA Mutual Aid system in the Bay Area. This allows them to represent all sub-partner fire departments in the region. It was selected to enhance the secondary screening and technical reachback capabilities in the region as well as support the formation of Joint Hazard Assessment Teams (JHAT) when required.

Solano County Sheriff's Office. The Solano County Sheriff's Office is the lead law enforcement agency in Solano County. The Office has 120 sworn field officers who provide law enforcement services through patrol and specialized tactical units (including explosives detection, K-9, and maritime patrol) to citizens within the unincorporated areas of Solano County. It also provides these services to the numerous petrochemical facilities, the Port of Benicia, and to commercial vessel traffic operating between the Bay Area and the Ports of Sacramento and Stockton. Solano County is also geographically located between two major highway bridges and a major rail commerce route. The County is also home to Travis Air Force Base, one of the largest such bases on the West Coast. Solano County was selected as a partner to strengthen land and maritime detection capabilities in the region.

Each of the principal partner personnel identified as a point of contact is of sufficient rank to make decisions for their organization. The PRND program will work with the principal partners to identify other supporting or sub-partner agencies that will play a crucial role in the development of the program and the regional strategy.

E. Sub-partner Agencies

There are a number of sub-partner agencies represented by the eleven principal partners. These agencies have representatives as part of land-based mutual aid or serve on the Neptune Coalition as part of the region's maritime mutual aid program and include:

California National Guard, 95th Civil Support Team.

California Department of Public Health- Radiation Health Branch (CDPH-RHB)
California Department of Fish and Game- Office of Spill Prevention and Response (OSPR)
California Office of Emergency Services (Cal OES)
Alameda County Fire Department
Alameda Police Department
City of Santa Clara Police Department
Contra Costa County Fire Protection District
Contra Costa Sheriff's Office
East Bay Parks Police
Half Moon Bay Harbormaster
Marin County Fire Department
Marin County Sheriff's Office
Port of Oakland
Port of San Francisco
Redwood City Police Department
Richmond Police Department
Sacramento Police Department
San Francisco Sheriff's Department
San Francisco International Airport
San Jose Fire Department
Santa Clara City Fire Department
Santa Clara County Sheriff's Office
San Rafael Police Department
Sausalito Police Department
Sonoma County Fire and Emergency Services Department
Sonoma County Sheriff's Office
Sunnyvale Department of Public Safety
Vallejo Police Department

F. Considerations in Selecting the Principal Partners

Three quarters of the principal partners have representation on the BA UASI Approval Authority through their City or County representative. The Approval Authority ultimately oversees all PRND work.

In addition, the following were considerations in selecting the most appropriate principal partner agencies:

- Capable of maximizing regional involvement and support for agencies not named as principal partners.
- Although not specifically a law enforcement program, many PRND responsibilities will fall to law enforcement agencies.
- Close collaboration with both fire and health agencies is key to a successful program.

- Maritime requirements are significant and thus it is important that several principal partners are Neptune Coalition members to provide better collaboration with the US Coast Guard and the Northern California Area Maritime Security Committee (AMSC).
- Membership in the California Mutual Aid System provides easier access to PRND resources.

Three other agencies not represented on the Approval Authority were also included as principal partners. Solano County, located within the BA UASI footprint, was added due to the location of petro-chemical facilities within its boundaries. The California Highway Patrol, as a state agency with responsibility for all highways and bridges within the region, was considered to be a way to link agencies from the twelve counties that were not named as principal partners and was considered to be vital to this program. Bay Area Rapid Transit (BART), as the transit agency with service to the most jurisdictions in the region, has agreed to represent all the transit agencies.

V. AGREEMENTS

A. Memoranda of Understanding

The Bay Area UASI generally uses Memoranda of Understanding (MOU) to memorialize agreements between partner agencies for both the distribution of funds as well as for the distribution of purchased equipment or for costs associated with the conduct of training or exercises in which agencies participate (as described in Section VI- Equipment, Training, and Exercise).

However, another document, a Letter of Commitment, will also be required from all principal partner agencies should the Bay Area receive Securing the Cities grant funds. This document will indicate their intention to participate in the implementation of a regional STC program, prior to the development of MOUs.

As a part of the terms of the STC grant, MOUs between the San Francisco Department of Emergency Management and each of the other 11 principal partners must be delivered within six months of receipt of the grant award. The information contained in the MOUs will cite the agency's willingness to work in a coordinated fashion, detail equipment transfers and reimbursements, indicate a willingness to exchange law enforcement sensitive nuclear detection information, and a willingness to share lessons learned from operational and training deployments.

Most principal partner agencies have already previously entered into MOUs with the Bay Area UASI in support of various homeland security grant programs. These MOUs are reviewed and approved by the San Francisco City Attorney's Office before sending to the agency for signature.

B. MOU Components

A typical MOU is divided into three (3) parts: a Recital which provides a narrative of the grant's

history and an introduction to the agreement; a series of Articles in boilerplate language that contain clauses defining the recipient's roles and responsibilities (including the performance period of the grant and the amount of funds awarded); and several Appendices in which the allocation of funds or services received are described for the individual agency, Grant Assurances, a form for reimbursement requests, and a Schedule for sub-recipients to itemize their reimbursement requests.

For MOUs between the San Francisco Department of Emergency Management and the eleven (11) principal partners, the Recital will provide the introduction to the grant; the Articles will include the terms and conditions, including specific requirements from the grant guidelines as well as requiring that the agency complies with adopted Bay Area STC policies and procedures; designation of an authorized representative(s); the requirement to work in a coordinated fashion with principal and sub-partners; the sharing of programmatic data and law enforcement sensitive nuclear detection information with other BA STC partners, stakeholders, and the DNDO; collaboration in sharing lessons learned from operational and training deployments; and the requirement not to seek reimbursement for any expenses incurred by it which is not strictly set forth in the grant budget. The Appendices will describe either the allocation of funds for equipment to be purchased or the transfer of equipment to the agency after purchase by the lead agency; the allocation for training and exercise funds as set forth in the region's multi-year training and exercise plan; and the requirement for the timely submission of required records and reports.

VI. EQUIPMENT, TRAINING, AND EXERCISE

A. Equipment Procurement and grant funds

To close some of the identified equipment gaps, funding for PRND efforts has been a combination of multiple grant streams and local agency investments. Urban Areas Security Initiative (UASI), Port Security Grant Program (PSGTP), Buffer Zone Protection Program (BZPP), and State Homeland Security Grant Program (SHSGP) funds were used to purchase PRND equipment. Most recently, the BA PRND program has taken advantage of surplus radiation and nuclear detection equipment as another means to close identified gaps. Repairs, maintenance and replacement of radiation and nuclear detection equipment are funded by local agencies.

Procurement includes hiring, purchasing of supplies, and soliciting for professional services. The Bay Area UASI Management Team has responsibility for oversight of procurement processes that utilize federal funds received by the Approval Authority. The Grants Management Unit of the Management Team ensures compliance with federal laws, regulations, executive orders, departmental policy, award terms and conditions, and state and local requirements.

When a jurisdiction is the sub-recipient of award funds, the sub-recipient is responsible for procurement processes and should use procurement procedures and regulations from that jurisdiction, provided these procurement procedures and regulations conform to applicable federal law and standards.

In cases when a project does not include sub-recipient funding, all procurement processes are the responsibility of the Bay Area UASI Project Manager, working in partnership with the Grants Management Unit. Such procurements are conducted per the policies and procedures of the City and Country of San Francisco as the Bay Area UASI fiscal agent.

B. Eligible Equipment and standardized procurement

It is the policy of the Bay Area PRND program to purchase standardized equipment consistently throughout the region as well as meeting eligibility requirements for the Securing the Cities grant program. The Equipment working group will meet to identify all potential equipment purchases and provide a list annually for review by the twelve principal partners. The principal partners will review this equipment list and make priority determinations for purchases. On a case by case basis, special equipment requests will be reviewed and considered by the twelve principal partners. The equipment purchased will be designed with the intent to meet or exceed the radiation detection requirements of the American National Standards Institute (ANSI) standard for each category. There are also special requirements for the purchase of Neutron Detection equipment due to the limited supply of 3He. Should the PRND determine that they wish to develop neutron detection capabilities, DNDO will be contacted. The following is a list of equipment and the ANSI standard that the PRND will prioritize and purchase:

Equipment Category	Standard
Alarming Personal Radiation Detectors (PRDs)	ANSI/IEEE N42.32
Portable Radiation Detection Instrumentation	ANSI/IEEE N42.33
Hand-held Instruments for the Detection & Identification of Radionuclides	ANSI/IEEE N42.34
Mobile and Transportable Radiation Monitors. While detection systems configured to fit into helicopters and maritime vessels are authorized, helicopters and maritime vessels are not an allowable expense	ANSI/IEEE N42.43
Spectroscopic Personal Radiation Detectors (SPRDs)	ANSI/IEEE N42.48
Alarming Electronic Personal Emergency Radiation Detectors	ANSI/IEEE N42.49A
Non-Alarming Personal Emergency Radiation Detectors	ANSI/IEEE N42.49B
Backpack-based Radiation Detection Systems	ANSI/IEEE N42.53
Equipment necessary to facilitate response protocols, information exchange, and situational awareness, including computers, network equipment, communication equipment and wiring	N/A
Sealed radiation sources for training. Sealed radiation sources for system calibration and/or function checks. Storage lockers, if necessary, to maintain physical security of sources	Various

Equipment associated with preventive nuclear detection system calibration or maintenance, excluding vehicle maintenance	N/A
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C. Procurement by sub-recipient jurisdictions

It is the intent of the PRND program to purchase standardized equipment consistently and distribute it to principal partner agencies whenever possible. However, in some instances sub-recipient jurisdictions will procure approved equipment. Sub-recipients should use their own procurement procedures, regulations, and best practices, provided these conform to applicable federal law and standards. Sub-recipients are required to provide the Management Team’s Grants Management Unit a copy of their procurement policies for review. The sub-recipient jurisdiction must also comply with all relevant guidelines laid out in this manual, including those in Section VI (Procurement), as well as meet the approval requirements listed in the next section. The BA UASI Management Team is available to support jurisdictions with best practices concerning vendor solicitation, selection, negotiation, and management.

In many cases sub-recipient jurisdictions may begin the vendor procurement process in advance of the finalization of the MOU. Such work can include doing market research and drafting the solicitation. In addition, some jurisdictions are able to post the solicitation as well as select a vendor and negotiate a contract. However, in no instances may a sub-recipient jurisdiction obligate the funds, incur costs, or submit a reimbursement request for work on a contract that is not consistent with the time period stated on an approved MOU document.

D. Distribution of Procured Equipment

In cases where a project does not include sub-recipient jurisdiction funding, all procurement processes are the responsibility of the Bay Area UASI Management Team Project Manager, working in partnership with the Grants Management Unit. Such procurement should be conducted per the policies and procedures of the City and Country of San Francisco as the Bay Area UASI fiscal agent.

The distribution of equipment purchased through the Bay Area UASI will be determined by a risk-threat method and through a vote of the 12 principal partners.

E. Training and Exercises

Training

The BA UASI Regional Training and Exercise Program (BATEP) will be responsible for working collaboratively with the PRND Focus Group to review and approve eligible training course requests. Allowable training-related costs include the establishment, support, conduct, and attendance of

training specifically identified by Federal agencies (e.g., DHS, HHS, DOT, DNDO). Should the Bay Area receive an STC award, funds will be allocated to the regional Training and Exercise Program to utilize funds on behalf of the PRND.

Allowable STC training costs include:

- Conferences or workshops to develop training plans
- Contracts for delivery of approved courses
- Backfill or overtime costs for attending or instructing approved courses
- Travel/per diem to attend or instruct approved courses
- Supplies necessary to deliver approved courses
- Other training courses or activities with prior approval of DHS

The training courses described below are eligible under the UASI grant and are also allowable under the STC Grant. In addition, vendors of equipment may offer familiarization seminars on the operation, calibration, and maintenance of their equipment. These familiarization classes are also eligible when obtained from the same vendor from which the equipment was purchased. The PRND Focus Group will work with the Bay Area RTEP to develop a plan for prioritizing class offerings and the number of students from each jurisdiction who will attend the classes.

List of STC Grant eligible courses:

- AWR 140 WMD Rad/Nuc Awareness
- AWR 140-1 WMD Rad/Nuc Awareness Train the Trainer (TTT)
- PER 243 WMD Rad/Nuc Personal Radiation Detector (PRD)
- PER 243-01 WMD Rad/Nuc Personal Radiation Detector (PRD) Train the Trainer (TTT)
- PER 245 Secondary Screener (RIID)
- PER 246 Primary Screener: Backpack Basic Course
- HSEEP Exercise Training
- DHS-013-PREV - Primary Screening: PRD Basic Operator
- DHS-014-PREV - Primary Screening: Backpack
- DHS-012-PREV - Primary Screening: Mobile Detection System
- DHS-015-PREV - Secondary Screening: RIID
- DNDO-Sponsored STC Operational Workshops (includes operational training classes)
- Courses necessary for the authorized transportation, storage, and use of sealed radiation sources, based on NRC or NRC Agreement State regulations
- Other Radiological/Nuclear Detection related courses approved on a case-by-case basis by the STC Program Manager

Exercise

The BATEP is also responsible for reviewing and approving Exercise requests. Gaps identified by PRND exercises should be added to the Strategy, AAR/IP and/or addressed in the Bay Area training plans and cycle. Exercises must be managed and executed in accordance with the Bay Area's

Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP Guidance for exercise design, development, conduct, evaluation, and improvement planning is located at <https://www.fema.gov/exercise>. The HSEEP Library provides sample exercise materials and templates. The PRND Focus Group should work with the BATEP to design and conduct exercises that will close identified gaps. Allowable exercise activities include, but are not limited to:

- Design, develop, conduct, and evaluate an exercise
- Exercise planning workshop
- Full- or part-time staff or contractors/consultants to design, develop, conduct and/or evaluate the exercise
- Overtime or backfill costs, including expenses for part-time and volunteer law enforcement or emergency response personnel participating an HSEEP compliant exercise
- Implementation of HSEEP
- Travel/per diem for the above exercise activities
- Supplies for the above exercise activities
- Other exercise activities with prior approval of DHS

F. Maintenance and Sustainment

The use of grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable as described in FEMA Policy [FP 205-402-125-1](#) under all active and future grant awards, unless otherwise noted. With the exception of maintenance plans purchased incidental to the original purchase of the equipment, the period covered by maintenance or warranty plan must not exceed the period of performance of the specific grant funds used to purchase the plan or warranty. In cases where equipment is no longer covered by a maintenance agreement, jurisdictions will be responsible for maintaining their equipment in good working order.

Grant funds are intended to support projects that build and sustain the core capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the Nation. In order to meet this objective, the policy set forth in GPD's IB 379 (Guidance to State Administrative Agencies to Expedite the Expenditure of Certain DHS/FEMA Grant Funding) allows for the expansion of eligible maintenance and sustainment costs which must be in 1) direct support of existing capabilities; (2) must be an otherwise allowable expenditure under the applicable grant program; (3) be tied to one of the core capabilities in the five mission areas contained within the Goal, and (4) shareable through the Emergency Management Assistance Compact. Additionally, eligible costs must also be in support of equipment, training, and critical resources that have previously been purchased with either Federal grant or any other source of funding other than DHS/FEMA preparedness grant program dollars.

G. Licensing Requirements and other Legal Considerations

At the federal level, the United States Nuclear Regulatory Commission is responsible for materials safety oversight and materials licensing for a variety of purposes. At the state level, the California Department of Public Health is responsible for the licensing and regulation of radioactive sources and the PRND will work closely with this agency.

Please see the Standard Operating Procedures or the Operational Plan for legal requirements pertaining to alarm adjudication or other rules and regulations.

VII. OTHER REQUIREMENTS

A. Regional Distribution of Standardized Equipment

In order to ensure the effective detection and prevention of the introduction of illicit radiological/nuclear threat material into the Bay Area, it is the policy of the PRND Focus group to ensure that standardized equipment is purchased and regionally distributed. Uniformity of radiation detection equipment fosters interoperability, efficient training, streamlined data sharing and communication, and more effective collective regional result integration.

Common data transmission and sharing is critical to a coordinated Bay Area PRND program as it allows for greater situational awareness and rapid adjudication of alarms through remote data analysis (if needed). In addition, time spent resolving alarms caused by natural background variations can be reduced through a collective assessment of nominal environmental levels; this also supports rapid identification of deviations from nominal levels. Finally, automated data sharing would greatly aid first responders in the aftermath of a radiological/nuclear event as near-real time radiological data provides situational awareness and can mitigate the dangers to first responders.

B. Equipment Inventory and Deployment

Equipment Inventory

Each jurisdiction will be responsible for conducting an annual inventory of all PRND equipment and submitted to the 12 principal partners. It will be the policy of the PRND program to also develop and maintain a cache of equipment to be made available for use by partner or sub-partner agencies. Such cache will be stored at an agency designated by the twelve principal partners.

Deployment

Preventive radiation detection equipment will be deployed on a regular basis whenever possible and not be used solely for special events, or as a result of threat based intelligence. Deploying equipment on a regular basis will allow operators to become proficient in the functions of the

instruments and the techniques necessary to properly utilize them. There is no substitute for actual field use to hone detection skills and techniques. This will also make the interdiction and prevention effort an everyday part of the operators' work duties and increase the deterrent effect of the program. Carrying a Personal Radiation Detector (PRD) increases the passive detection capability in each area it is deployed without dramatically increasing the demands placed upon the wearer. Generally, the instrument must only be addressed when it alarms. The more instruments present in the field on a daily basis, the greater the regional capability to detect and deter an attack.

Initial equipment assignments may include members of special operations commands including members of hazmat or bomb squads, special weapons and tactics teams, motor carrier safety/commercial vehicle inspection personnel, arson squads and canine explosives detection handlers due to the possibility that the unique skills possessed by these officers will be required during an interdiction effort or special event depending on agency considerations. Agencies should distribute equipment to personnel who could be mobilized, or surged to respond, in an organized and coordinated manner to regional threats. Many police agencies utilize mobile field forces or task forces that are trained to work together. Consideration should be given to advancing the training and equipment for these personnel to respond in a coordinated fashion to regional threats. Additional considerations should be given to providing training in response to incidents involving explosive materials, hazardous materials and suicide attacks to personnel who would participate in a PRND surge mobilization.

C. Agency coordination

Agencies should coordinate their local efforts with other first responder agencies that possess radiological detection equipment. This coordination should include procedures and training as to how to respond to alarms encountered by other first responders (non-law enforcement) in the course of their duties. Agencies may wish to establish a process/procedure to borrow detection equipment from other first response agencies or identify how capabilities will be augmented through cooperative efforts. Each agency should be aware of how to obtain secondary screening support, either from within their organization or from a designated regional partner agency.

Local plans should include a procedure to maintain calibration on all radiological detection equipment, as recommended by the manufacturer. Calibrations, when necessary, should be maintained in such a way that evidence obtained subsequent to an alarm from an instrument would be admissible in a court. If calibration cannot be maintained on a local level, a regional calibration capability should be developed and utilized. Local plans may also include significant security partners in high value target areas such as downtown or malls.

VIII. Conflict Resolution

A. Steps to resolve disputes

Participants in the Bay Area PRND program have worked collaboratively together for a number of years. Occasions may occur, however, when differences of opinion lead to unresolvable issues. If that happens, the PRND Focus Group will first attempt to resolve it informally through the BA UASI CBRNE Program Manager. If this is not successful, the matter will be forwarded to the CBRNE Working Group for action. If this still does not resolve the issue, the Focus Group will request a meeting with the BA UASI General Manager who will act as an arbiter between the parties. Should a party wish to appeal the arbiter's decision, as a last option, the issue will be calendared on the Approval Authority meeting agenda for review. As per the Multi-Year Master MOU, the purpose of the Approval Authority is to provide effective direction and governance of all grant programs. At that point, they will make the final ruling on any and all disputes involving the PRND Program.

The principal partners have agreed to take the following steps in the dispute resolution process:

Step One: The principal partner's representative will notify the Program Manager via an interoffice memorandum that an unresolvable issue exists. The Program Manager will facilitate an informal meeting between the representatives to resolve the issue(s). On issues of a technical nature, a Radiation/Nuclear Subject Matter Expert will assist. Assistance from the Domestic Nuclear Detection Office may also be requested in the Program Manager's efforts to find a solution. If the principal partner is not satisfied with the results of this informal discussion, or such discussion is not appropriate under the circumstances, the next step will be taken.

Step Two: If the principal partner is not satisfied with the resolution proposed through the informal discussion with the Program Manager, they may submit a formal written complaint for review by the PRND Focus Group. To do so, the principal partner should prepare a request for the issue to be placed on the agenda of the next regular meeting of the PRND Focus Group for their review and action. Assistance from the DNDO may also be requested by the Focus Group to assist in their efforts to find a solution. If the principal partner is not satisfied with the results of the Focus Group's recommendation for resolution, or such discussion is not appropriate under the circumstances, the next step in the resolution process will be taken.

Step Three: If the principal partner is not satisfied with the review and action of the Focus Group, the issue will be referred to the BA UASI General Manager who will function as an arbiter between the principal partners and/or review the issue(s) and make a recommendation for resolution. Assistance from the DNDO may also be requested by the BA UASI General Manager in his/her efforts to find a solution. If the principal partner is not satisfied with the result of the BA UASI General Manager's arbitration, review or recommendation, or such discussion is not appropriate under the circumstances, the next step in the resolution process will be initiated.

Step Four: The purpose of the Approval Authority is to provide effective direction and governance

of all grant programs. Assistance from the DNDO may also be requested by the Approval Authority in its efforts to reach a solution. After careful consideration of all the issues, the Approval Authority will make a decision that is binding for all involved parties. The Approval Authority's decision will be posted on the BA UASI webpage under the regular meeting minutes section for the month in which the meeting occurred. In addition, a letter will be sent from the BA UASI General Manager to the notifying principal partner agency in which the decision of the Approval Authority is described.

It has been the BA UASI's practice to reach decisions through consensus. The benefit of this approach is the Bay Area recognizes the diversity of agencies and service levels in the region and has dealt with differing approaches in many efforts. Enablers of collaborative effort have been identified in other programs which has allowed for successfully overcoming barriers. Using the Operations Plan and the Strategic Plan as tools will ensure that all partners are aligned with the mission and goals of the PRND Program, while allowing latitude to accommodate local needs in terms of agency implementation. Given the common-felt need by the principal partners for the PRND effort in the Bay Area, a very positive relationship already exists, and will allow for a successful outcome of the program. Based on past experience, the need for the above described steps will be extremely limited.