



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/10/2020

Agenda Placement: 60

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Kerry Whitney for Minh Tran - County Executive Officer
Emergency Services

REPORT BY: LEAH GREENBAUM, EMERGENCY SERVICES OFFICER - 7072991867

SUBJECT: Approval of Information Sharing Access Agreement (ISAA) with FEMA

RECOMMENDATION

County Executive Officer/Director of Emergency Services requests approval of and authorization for the Chair to sign an Information Sharing Access Agreement (ISAA) with the Department of Homeland Security/Federal Emergency Management Agency which shall be effective upon signature of both parties and will remain in effect for three years to provide access to data on Napa County disaster assistance applicants.

EXECUTIVE SUMMARY

The purpose of the Information Sharing Access Agreement (ISAA) is to enable the Federal Emergency Management Agency (FEMA) to share personally identifiable information (PII) that is protected by the Privacy Act of 1974 with Napa County. This agreement will allow the County to receive and review FEMA Individual Assistance (IA) data for individuals and households impacted by the LNU Lightning Fire and Glass Fire, which will enhance the coordination of recovery support activities.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed: Healthy, Safe, and Welcoming Place to Live, Work, and Visit
Livable Economy for All
Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Hundreds of Napa County residents were displaced by the LNU Lightning Fire (DR-4558) and Glass Fire (DR-4569). Through two major disaster declarations, the Federal Emergency Management Agency (FEMA) has authorized the provision of Individual Assistance (IA) to support the recovery of eligible individuals and households impacted by these fires. Napa County supports recovery efforts of impacted residents through existing housing and social services programs.

This Information Sharing Access Agreement (ISAA) between the U.S. Department of Homeland Security/FEMA, and the County of Napa is required by FEMA in order for FEMA to share personally identifiable information (PII) with the County of Napa.

The purpose of the ISAA is to enable FEMA to share PII that is protected by the Privacy Act of 1974 (Privacy Act), as amended, 5 U.S.C. § 552a, with the County to review PII data for individuals and households receiving Individual Assistance from FEMA. The agreement outlines what information FEMA can share with the County of Napa and outlines the routine disaster assistance uses for this information. Analysis of this PII data will enhance the coordination of recovery support activities and provision of assistance for individuals and households impacted by the recent wildfires. The ISAA is a one-way information sharing agreement; under the terms of the agreement, the County is not required to share PII on disaster-impacted residents, but does agree to maintain a set of information security standards to keep the PII data from FEMA secure.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi