



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 2/26/2019

Agenda Placement: 6X

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: Sandra Hage, Administrative Support Tech - (707)253-4799

SUBJECT: Budget Transfer to Increase Appropriations for FY16 HSGP & FY18 EMPG

RECOMMENDATION

County Executive Officer/Risk and Emergency Services Manager request approval of Budget Transfer No. CEO010 increasing appropriations in the Emergency Services Grants subdivision budget by \$245,790 with offsetting revenues from federally funded grants:

1. Fiscal Year 2016 Homeland Security Grant Program (HSGP) funds in the amount of \$92,278 for the purchase of equipment and workstations for the County's Emergency Operations Center, Critical Incident Exercise consultants, grant administration and establishment of a capital asset in the amount of \$5,825 for the purchase of a combination base radio/telephone.
2. Fiscal Year 2018 Emergency Management Performance Grant (EMPG) funds in the amount of \$153,512 for the purchase of services, equipment and the establishment of a capital asset in the amount of \$15,000 for the purchase of an emergency shelter support trailer. (4/5 vote required)

EXECUTIVE SUMMARY

The Board previously approved acceptance of the federally funded FY16 Homeland Security Grant Program (HSGP) for the period of September 1, 2016 - May 31, 2019 and FY18 Emergency Management Performance Grant (EMPG) for the period of July 1, 2018 - June 30, 2019. At the time of acceptance, no budget actions were approved. This item increases expenditures in the Emergency Services Grants subdivision in the amount of \$245,790. Of this amount, \$92,278 would fund the remaining portion of the FY16 Homeland Security Grant Program (HSGP) that has carried over from Fiscal Year 2017-2018 and \$153,512 to fund the FY18 Emergency Management Performance Grant (EMPG).

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Federally funded, FY2016 Homeland Security Grant Program funds will reimburse the grant budget a maximum of \$92,278 and federally funded FY2018 Emergency Management Performance Grant will reimburse the grant budget a maximum of \$153,512 upon completion of the grant's performance period.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The purchase of equipment, training and services associated with the Emergency Operations Center will enable County first responders to better communicate with each other during a disaster or other critical incident and will greatly enhance its ability to coordinate response to catastrophic events.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	The lack of interoperability would continue to burden first responders and the County's Emergency Operations Center would not have access to technologies and equipment capable of making smooth coordination of operational resources a reality.

Additional Information:

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

This item increases expenditures in the Emergency Services Grants sub-division in the amount of \$245,790. Of this amount \$92,278 would fund the portion of the FY16 Homeland Security Grant Program (HGSP) carried over from Fiscal Year 2017-2018, as well as \$153,512 to fund the FY18 Emergency Management Performance Grant (EMPG). These funds are allocated for the purchase of equipment, services and training for the County's Emergency Operations Center.

As required in the Cal-OES FY2016 HSGP grant guidance, the proposed expenditure plan was developed in consultation with the Approval Authority Body ("Gang of 5") composed of the Napa County Sheriff, the County Public Health Officer, the County Fire Chief, the City of Napa Fire Chief and the City of Napa Police Chief. A summary of the plan is enumerated here:

- | Emergency Operations Center Equipment \$19,813
- | Critical Incident Exercises \$60,741
- | Base Radio/Telephone Combo \$5,825

| Grant Management and Administration \$5,899

Additionally, The State of California Office of Emergency Services (Cal OES), annually allocates and administers federal funds through the State's Emergency Management Performance Grant (EMPG) Program for the purpose of improving emergency management capabilities at the state, local and tribal levels. Cal OES has allocated to the Napa County Executive Office/Office of Emergency Services \$153,512 in EMPG funds for the period of July 1, 2018 through June 30, 2019, to strengthen the County's ability to plan for, prevent, protect from, mitigate against, respond to, and recover from emergencies, disasters, crimes and terrorist events. A summary of the plan is enumerated here:

- | Emergency Operations Plan/Annexes Update/Consultant Fee \$70,000
- | Emergency Operations Center Functional Exercise/Consultant Fee \$61,012
- | Emergency Response/Support Supply Trailer \$15,000
- | Grant Management and Administration \$7,500

The grant terms require the County to purchase the equipment and services prior to receiving reimbursement from the grant funds. Therefore, approval of the budget adjustment in the amount of \$245,790 is requested.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi