



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jennifer A. Maguire
William L. McDonald

SUBJECT: SEE BELOW

DATE: February 7, 2011

Approved

Date

2/16/11

Council District: City-Wide

SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE COUNTY OF SANTA CLARA TO ACCEPT THE 2010 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) AND ADOPTION OF RELATED APPROPRIATION ORDINANCE AND FUNDING SOURCES RESOLUTION AMENDMENTS IN THE GENERAL FUND

RECOMMENDATION

It is recommended the City Council:

1. Adopt a resolution authorizing the City Manager to execute an agreement with the County of Santa Clara, acting as the fiscal agent for the Federal Department of Homeland Security, to accept program funds for the 2010 Emergency Management Performance Grant (EMPG) for the Fire Department in the amount of \$153,193, and to negotiate and execute additional amendments to the agreement and all related documents without further City Council action other than appropriation of funds.
2. Adopt the following Appropriation Ordinance and Funding Sources resolution amendments in the General Fund in Fiscal Year 2010-2011:
 - a. Establish a city-wide appropriation to the Fire Department for the 2010 Emergency Management Performance Grant (EMPG) in an amount of \$153,193; and,
 - b. Increase the estimate for Revenue from the Federal Government by \$153,193.

OUTCOME

City Council's approval of the 2010 EMPG recommendations will provide reimbursement to the San José Fire Department for community preparedness and planning staff, expenditures for enhancement of the City's Emergency Operations Center (EOC), and for the costs associated with development of an emergency communication and coordination protocol with the area's school districts.

The EOC enhancements will include an EOC assessment, upgrades in information technology systems, the reconfiguration of workstations and traffic patterns, installation of interoperable communications systems and acquisition of other equipment and supplies to support a prolonged facility activation.

BACKGROUND

The Federal Department of Homeland Security (DHS) through the Homeland Security Grant Program (HSGP) has awarded 2010 grant funding to the State of California for a number of grant programs. The State, as grantee, has awarded funding to designated Operational Areas within the State for expenditure of select grant funding. The County of Santa Clara is one of several Operational Areas in California that is administering the grant, and has allocated funding which the City of San José is to receive under the 2010 EMPG funded through HSGP. This grant reimburses the City for eligible grant expenditures and requires matching funds of \$153,193.

ANALYSIS

The City of San José is to receive 2010 EMPG funding from the County of Santa Clara, acting as the grant administrator for funds awarded to the State of California under the 2010 HSGP. The term of the grant is for the period of July 1, 2010 through June 30, 2011.

Per the Agreement (Attachment A), the San José Fire Department is to be allocated \$153,193.

The 2010 EMPG funds will be utilized for training and planning purposes, including the funding of staff to train community members in disaster preparedness and for staff to develop additional emergency plans, procedures and policies. In addition, the grant funding will be used to enhance the current EOC through technology installations and upgrades, reconfiguration of workstations for enhanced productivity and acquisition of other equipment and supplies to support a prolonged EOC activation. Additionally, staff would be funded to develop an emergency communication and coordination protocol for the City with area school districts to be used during an EOC activation and/or for emergency planning purposes.

Spending Plan Element	Cost
Training Specialist	\$87,154
Equipment	46,039
Emergency Communication and Coordination Protocol effort (County to provide product to the City and City to fund from grant)	20,000
<i>Total Expenditures to be Requested for Reimbursement from Grant:</i>	\$153,193

For full grant reimbursement, a match of City-funded expenditures in the same amount is required. This will be accomplished through a combination of expenditures from the Fire Department's personal services appropriation and the Metropolitan Medical Task Force Grant city-wide appropriation.

EVALUATION AND FOLLOW-UP

There is no additional evaluation or follow-up required.

PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This memorandum does not meet any of the above criteria, but it is posted on the City's website as part of the March 1, 2011 Council agenda.

COORDINATION

This memorandum was coordinated with the City Attorney's Office.

FISCAL/POLICY ALIGNMENT

This action is consistent with the following General Budget Principles:

1. We must focus on protecting our vital core city services for both the short- and long-term.
2. We must continue to streamline, innovate, and simplify our operations so that we can deliver services at a higher quality level and with better flexibility.

COST SUMMARY/IMPLICATIONS

Total funding available to the City through this grant is \$153,193. The City of San José will be reimbursed by the County of Santa Clara for grant-related expenditures during the term of the 2010 EMPG.

There is matching fund requirement of \$153,193 for this grant, of which the match funding will be achieved through General Fund staff expenditures which are already budgeted in the Fire Department's Personal Services appropriation. In addition, equipment purchases will be funded through the Metropolitan Medical Task Force Grant city-wide appropriation.

BUDGET REFERENCE

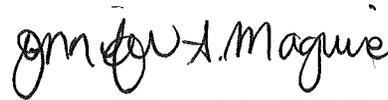
Fund #	Appn #	Appn. Name	Total Appn	Amount of Matching Funds	2010-2011 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
001	0541	PS-Fire	\$146,477,316	\$87,154*	VIII-102	10/19/2010 Ord. No. 28829
001	2850	Metropolitan Medical Task Force Grant	\$111,292	\$66,039*	IX-30	6/29/2010 Ord. No. 28765

*Estimates may vary but total is not to exceed \$153,193.

CEQA

Not a Project, File No. PP10—066, 2010 EMPG Grant Agreement.

/s/
WILLIAM L. MCDONALD
Fire Chief


JENNIFER A. MAGUIRE
Budget Director

For questions please contact Chris Godley, Office of Emergency Services Director, at 408-277-4595.

I hereby certify that there will be available for appropriation in the General Fund in the Fiscal Year 2010-2011 moneys in excess of those heretofore appropriated therefrom, said excess being at least \$153,193.


JENNIFER A. MAGUIRE
Budget Director