



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** William L. McDonald  
Christopher M. Moore  
Jennifer A. Maguire

**SUBJECT:** SEE BELOW

**DATE:** May 29, 2012

Approved

Date

6/7/12

**SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE COUNTY OF SANTA CLARA TO ACCEPT 2011 STATE HOMELAND SECURITY PROGRAM (SHSP) FUNDS AND 2011 METROPOLITAN MEDICAL RESPONSE SYSTEM (MMRS) GRANT FUNDS AND ADOPTION OF APPROPRIATION ORDINANCE AND FUNDING SOURCES RESOLUTION AMENDMENTS IN THE GENERAL FUND**

## RECOMMENDATION

It is recommended that the City Council:

1. Adopt a resolution authorizing the City Manager to negotiate and execute an agreement with the County of Santa Clara (County) to accept program funds from the County for 2011 State Homeland Security Program (SHSP) funding for:
  - a. Police and Fire Department training and exercise events in an amount up to \$394,198; training sessions/classes are to be developed and approved, allocation of funds (citywide) will be requested at some future point;
  - b. Fire Department funding for the 2011 Metropolitan Medical Response System (MMRS) Grant Program in the amount of \$281,693.
2. Adopt the following Appropriation Ordinance and Funding Sources Resolution amendments in the General Fund for 2012-2013:
  - a. Increase the Earned Revenue Estimate from the Federal Government by \$281,693;
  - b. Establish a city-wide appropriation to the Fire Department for the 2011 Metropolitan Medical Response System (MMRS) Grant Program in the amount of \$281,693.

3. Adopt a resolution authorizing the City Manager to negotiate and execute additional amendments to the agreement and all related documents without further City Council action.

### **OUTCOME**

City Council's approval of the 2011 SHSP recommendation will provide continued funding for the conduct of or attendance at approved San José Police Department and Fire Department trainings and exercise events for the purpose of enhancing the Departments' capabilities in terrorism prevention, mitigation, and deterrence. The 2011 MMRS grant funding will be used by the Fire Department's Office of Emergency Services for planning purposes to include emergency operations plan updates, development of additional plan appendices and other planning efforts, equipment, and will also cover limited management and administration costs. The Office of Emergency Services will administer the entirety of the 2011 MMRS grant funding during the grant performance period.

### **BACKGROUND**

The federal Department of Homeland Security (DHS) through its Homeland Security Grant Program (HSGP) has awarded 2011 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 this funding. The County of Santa Clara has allocated funding, which the City of San José is to receive under the 2011 State Homeland Security Program (SHSP) and Metropolitan Medical Response System (MMRS) programs funded through HSGP. Both of these grants reimburse the City for eligible grant expenditures.

As in the last several years, the SHSP grant is to provide funding for approved local law enforcement and fire department trainings and exercise events. These are designed to enhance capabilities in the field of terrorism prevention, mitigation, and deterrence, as well as in rescue systems and methods of confined space rescues.

The funds from the 2011 MMRS program would continue San José's existing program, which was designed to protect first responders from bio-terrorism events. San José's Metropolitan Medical Task Force, funded through this grant, is a partnership consisting of San José's Fire and Police Departments, County of Santa Clara Public Health Department, and Rural/Metro, the contracted medical transport provider for the County and hospitals.

### **ANALYSIS**

The City of San José is to receive 2011 SHSP and 2011 MMRS funding from the County of Santa Clara, acting as the grant administrator for funds awarded to the State of California under the 2011 HSGP. The term of the grant agreement is for the period January 3, 2012 through December 31, 2013.

Per the Agreement, the San José Police Department (SJPD) and Fire Department (SJFD) will be allocated up to a maximum of \$394,198 for the purpose of conducting and attending approved training and exercise events. This allocation for training and exercise events is available to all jurisdictions within the Santa Clara County Operational Area and is approved for dispersal and allocation by the Homeland Security Training & Exercise Grants Advisory Group (HSTEGAG). To access SHSP grant funds that are not being appropriated as part of this Council action, the SJPD and SJFD will submit a training/exercise request form to the Santa Clara County Office of Emergency Services (SCCOES) for approval by the HSTEGAG for each training and/or exercise it has proposed for grant funding. Once these requests are approved by HSTEGAG, the respective department will request appropriation of the approved funds up to the maximum amount indicated above.

The 2011 MMRS grant funds will be utilized for San José emergency operation planning purposes including the funding of staff to assess and develop additional plans, procedures and policies, emergency pharmaceutical supplies and equipment procurement, and management and administrative costs to address the possible catastrophic event such as, but not limited to, an earthquake, plane crash, or wildfire. This include pre-approved travel to MMRS-related conferences, following City policy and grant requirements.

#### **EVALUATION AND FOLLOW-UP**

As additional training events are applied for and approved, City Council action may be required to appropriate additional grant funding.

#### **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; however it will be posted on the City's website as part of the June 19, 2012 Council Agenda.

#### **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office.

**COST SUMMARY/IMPLICATIONS**

Funding available for training and exercise costs through the HSTEGAG totals \$394,198 for all local jurisdictions in Santa Clara County. The City of San José is to be reimbursed by the County of Santa Clara for grant-related expenditures for approved training and exercise costs incurred by SJPD and SJFD during the term of the 2011 SHSP grant. Appropriation of funds and related expenses for this contract will be brought forward to the City Council once specific training programs are approved by the Santa Clara County Office of Emergency Services. Additionally, the City will be reimbursed by the County of Santa Clara up to \$281,693 for eligible 2011 MMRS grant expenditures.

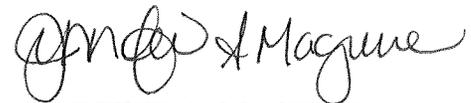
There are no matching funds or in-kind services required under either of these grants (SHSP and MMRS).

**CEQA**

Not a Project, File No. PP10-066(g), Agreement and Contracts for 2011 SHSP/MMRS Grant Agreement.

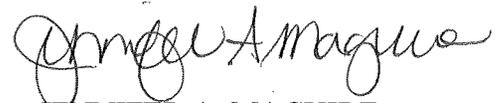
/s/  
WILLIAM L. MCDONALD  
Fire Chief

/s/  
CHRISTOPHER M. MOORE  
Chief of Police

  
JENNIFER A. MAGUIRE  
Budget Director

For questions, please contact Cay Denise MacKenzie, Senior Analyst, at 408-794-7055.

I hereby certify that there will be available for appropriation in the General Fund in the Fiscal Year 2012-2013 moneys in excess of those heretofore appropriated therefrom, said excess being at least \$281,693.

  
JENNIFER A. MAGUIRE  
Budget Director