



## **Approval Authority Meeting**

Thursday, May 14, 2015

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	Raymond Guzman, 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	Sherrie L. Collins, County of Monterey
Member	Carlos Bolanos, County of San Mateo
Member	Al Terrell, County of Sonoma

General Manager      Craig Dziedzic

#### **2. APPROVAL OF THE MINUTES (Discussion, Possible Action)**

Discussion and possible action to approve the draft minutes from the April 9, 2015 regular meeting or take any other action related to the matter. *(Document for this item includes draft minutes from April 9, 2015.)* 5 mins

#### **3. GENERAL MANAGER'S REPORT (Discussion)**

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

- a) FY 2014-2015 Bay Area UASI Annual Report
- b) Management Team Organization Chart and Annual Work Plans
- c) FY 2015-2016 Management Team Budget

*(Documents for this item are a report and 4 appendices from Craig Dziedzic.)* 5 mins

- 4. FY15 PROPOSED REGIONAL PROJECTS – PUBLIC SAFETY INFORMATION SHARING AND PUBLIC HEALTH** (Discussion, Possible Action)  
Assistant General Manager Catherine Spaulding will introduce the FY15 regional information sharing and public health projects and their respective presenters. Representatives from CopLINK, ARIES, and BAMPWG will present the FY15 regional information sharing and public health project proposals. *(Documents for this item are a report from Catherine Spaulding and appendices from the aforementioned presenters.)* 20 mins
- 5. APPROVAL OF FY15 UASI ALLOCATIONS** (Discussion, Possible Action)  
Assistant General Manager Catherine Spaulding will provide an update on the FY15 UASI grant allocations. *(Document for this item is a report from Catherine Spaulding.)* 10 mins
- 6. UASI FY15 PROPOSAL PROCESS LESSONS LEARNED** (Discussion)  
Assistant General Manager Catherine Spaulding will present on the lessons learned from the FY15 Bay Area UASI proposal process. *(Document for this item is a report from Catherine Spaulding.)* 5 mins
- 7. RCPGP LOCAL PLAN VALIDATION EXERCISE AND POD WORKSHOP** (Discussion)  
Project Manager Corinne Bartshire will provide an update on the RCPGP local plan validation exercise and POD workshop. *(Documents for this item are a report and 2 appendices from Corinne Bartshire.)* 5 mins
- 8. FY13 REGIONAL RECOVERY PROJECTS CLOSE OUT** (Discussion)  
Project Managers Corinne Bartshire and Srijesh Thapa will provide an update on the close out of the FY13 Bay Area UASI regional recovery projects. *(Documents for this item are report and a PowerPoint from Corinne Bartshire and Srijesh Thapa.)* 5 mins
- 9. WEBEOC ASSESSMENT PROJECT UPDATE** (Discussion)  
Project Manager Srijesh Thapa will provide an update on his analysis of the WebEOC system. *(Documents for this item are a report and an appendix from Srijesh Thapa.)* 5 mins
- 10. REALLOCATION OF GRANT FUNDS** (Discussion)  
Chief Financial Officer Tristan Levardo will present on the reallocation of grant funds. *(Documents for this item are a report and an appendix from Tristan Levardo.)* 5 mins
- 11. TRACKING TOOL-FUTURE AGENDA ITEMS** (Discussion, Possible Action)  
Review the tracking tool for accuracy and confirmation of deadlines. Possible action to add or clarify tasks for the Management Team or take other action related to the tracking tool. At the same time, the Approval Authority members will discuss agenda items for future meetings. *(Document for this item is the UASI Approval Authority Tracking Tool.)* 5 mins
- 12. ANNOUNCEMENTS-GOOD OF THE ORDER**
- 13. 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.
- 14. 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, April 9, 2014  
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**

UASI Chair Anne Kronenberg called the meeting to order at 10:02 AM and General Manager Craig Dziedzic subsequently took the role. Vice-Chair Rich Lucia and Members Raymond Guzman, Cathey Eide, Ryan Broughton, and Sherrie Collins were present. Members Ken Kehmna, Mike Casten, Bob Doyle, and Carlos Bolanos were absent, but their alternates, respectively Dana Reed, Elise Warren, Steve DeLao, and Jeff Kearnan, were present. Member Al Terrell was not present and neither was his alternate.

**2. Approval of the Minutes**

Chair Kronenberg asked for any comments or questions concerning the minutes from the February 12, 2015 meeting. Seeing none, she requested a motion to approve the minutes.

**Motion:** Approve the minutes from the February 12, 2015 Approval Authority Meeting

**Moved:** Member Guzman      **Seconded:** Member Broughton

**Vote:** The motion was passed unanimously.

### 3. General Manager's Report

#### (a) FY 2015 UASI Grant Update

General Manager Craig Dziejczic updated the Board on the FY 2015 Homeland Security Grant Program Notice of Funding Opportunity announced by the Department of Homeland Security (DHS). 28 Urban Areas were selected to receive a total of \$587 million, with the Bay Area UASI receiving \$28.4 million. Mr. Dziejczic also announced that the performance period has been extended to 3 years for the FY 2015 grant.

#### (b) Securing the Cities (STC) Grant

Mr. Dziejczic announced that DHS released the FY 2015 funding opportunity for the Securing the Cities Grant. The Management Team has initiated the application process and has sent requests for letters of commitment to the agencies that previously provided them.

#### (c) Cal OES Approval Authority Representative

Mr. Dziejczic stated that Cal OES will not appoint an official representative to the Approval Authority, but Jodi Traversaro, Cal OES Coastal Regional Administrator, will attend meetings as a partnering agency.

#### (d) BAUASI Management Team Update

The Management Team has hired Yoshimi Saito as a Grants Specialist. She brings a wealth of experience to the Management Team and has served in various other City offices.

Additionally, Commander Tom Wright has been appointed as the new Regional Training and Exercise Program Manager. He has 18 years of law enforcement experience with the Alameda County Sheriff's Office and has served in multiple capacities within the agency.

Lastly, Ethan Baker has been promoted to an Emergency Services Coordinator II position on the Management Team. He is managing the website redesign and grants management system projects.

A Member of the Board asked if the 3-year performance period will affect the performance period for already submitted FY 2015 projects. Assistant General Manager Catherine Spaulding answered that all projects should be completed within the original timelines submitted to the Management Team. If they have a justification for an extension, jurisdictions can request additional time to complete a project. Such requests will be reviewed and approved by the Management Team per our established policies and procedures.

**4. Regional Procurement Process**

Ms. Spaulding provided an update to last month's Regional Procurement Process Agenda Item in which Members requested a direct allocation to the Cities of San Jose and Oakland as part of the FY 2014 regional procurement process.

**Motion:** Approve the FY 14 regional procurement process including a direct allocation to the Core Cities of San Jose and Oakland

**Moved:** Member Broughton **Seconded:** Member Eide

**Vote:** The motion was passed unanimously.

**5. FY 15 Proposed Regional Projects**

Ms. Spaulding stated that FY15 regional project proposals will be presented directly to the Board for review and approval per their request. The following projects were presented and discussed:

- a) Regional Training and Exercise Program by Alameda County
- b) Information Analysis, Infrastructure Protection, and Cyber Security Program by NCRIC
- c) BayLoop Upgrade by BayRICS
- d) Regional Broadband/LMR/Governance by BayRICS
- e) Super Bowl 50 Regional Coordination by the Management Team

Project Managers presented to the Board each of the proposals and fielded various questions from Members. Ms. Spaulding answered questions from Members concerning the process for approving FY 15 grant allocations.

**Motion:** Approve the proposed UASI FY 15 regional projects

**Moved:** Alternate Member Kearnan **Seconded:** Alternate Member Reed

**Vote:** The motion was passed unanimously.

**6. FY 15 Hub Projects**

Ms. Spaulding presented the FY 15 hub projects to the Board. She gave a high level overview of what each hub had prioritized and thanked the Advisory Group, Hub Voting Members, and Bay Area UASI stakeholders for their time in preparing, reviewing and prioritizing the projects.

**Motion:** Approve the proposed FY 15 hub projects

**Moved:** Member Collins      **Seconded:** Alternate Member Kearnan

**Vote:** The motion was passed unanimously.

7. **FY 15 Hub Funding Formula**

Ms. Spaulding presented the FY15 hub funding formula used to determine allocation percentages. The formula is a weighted combination of population risk, asset risk, and economic risk. The change in allocation percentages per hub compared to last year are small. Ms. Spaulding clarified that hubs will likely not see a decrease in funding compared to last year because our grant award has increased by one million dollars.

**Motion:** Approve the proposed FY 15 hub funding formula

**Moved:** Vice-Chair Lucia      **Seconded:** Alternate Member Kearnan

**Vote:** The motion was passed unanimously.

8. **Medical-Public Health Regional Exercise Close Out**

Project Manager Eric Shanks and San Mateo Bioterrorism Coordinator Carl Hess presented on the close out of the Bay Area Regional Mass Prophylaxis Exercise. The goals of the project were to strengthen public information system capabilities, to rapidly deploy the Bay Area Strategic National Stockpile, and to coordinate mission tasking for multiple Bay Area Public Health agencies. Mr. Hess detailed each of the major events of the project in addition to the full scale exercise on November 20, 2014. The after action report recommended training in EOC positions specific to action planning, state resource requests, and public and medical state processes.

Members discussed the possibility of incorporating more public health exercises into programs like Urban Shield.

9. **Bay Area Medical Countermeasures Supplement Plan Brief**

FEMA Region IX Planning Branch Chief Dennis McKeown presented on work done by the Cities Readiness Initiative (CRI) and how FEMA Region IX is working to dovetail current State and UASI plans to identify gaps in resources. The project is currently in the planning and engagement phases with the official kickoff occurring in May. The project would then identify bioterrorism scenarios for local jurisdictions. The final plan will be delivered in July 2016.

**10. BayRICS JPA Quarterly Report**

BayRICS General Manager Barry Fraser presented on the recent activities of BayRICS. He provided a brief overview of the BayRICS program and identified 4 strategic goals, which include realistic and stable funding, interoperability outreach and education, guiding state planning for FirstNet, and bridging the voice-data communications gap.

**11. UASI Travel Expenditures**

CFO Tristan Levarado presented on the travel activities from the Bay Area UASI for the period of July 1, 2014 to March 31, 2015. He encouraged Members to complete the travel authorization process soon for the upcoming National Homeland Security Conference.

**12. Tracking Tool – Future Agenda Items**

There were no additions to the Tracking Tool.

**13. Announcements – Good of the Order**

Mr. Dziedzic thanked Chief Houghtelling for his service as Training and Exercise Project Manager and wished him well in his new role as Chief of Police for the City of Dublin.

Members discussed upcoming anniversaries and events including CERT, NERT and the 1906 earthquake.

Member Collins introduced Kevin Oakley from the Monterey County Sheriff's Office. He will become the new alternate for Monterey County on the Approval Authority.

Project Manager Dave Frazer reminded the Board that the core capability and asset updates are due to the Risk Management Program by the end of April.

**14. General Public Comment**

A member of the public asked if the Board will participate in Jade Helm. Members were unaware of the exercise and said that they are not participating.

**15. Adjournment**

The meeting adjourned at 11:37 AM.



**To: Bay Area UASI Approval Authority**  
**From: Craig Dziedzic, General Manager**  
**Date: May 14, 2015**  
**Re: Item 3: General Manager's Report**

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**Staff Recommendations:**

Staff recommends approving the Management Team Organization Chart, Annual Work Plans, and FY 2015-2016 Management Team Proposed Budget.

**Action or Discussion Items:**

- a) FY 2014-2015 Bay Area UASI Annual Report (Discussion Only)
- b) Management Team Organization Chart and Annual Work Plans (Action)
- c) FY 2015-2016 Management Team Budget (Action)

**Discussion:**

- a) FY 2014-2015 Bay Area UASI Annual Report (attached as Appendix A)

Highlights of our accomplishments include the following;

- Increased capabilities for Preventative Radiological Nuclear Detection & Cyber Security;
  - Provided effective grant monitoring and efficient project management; and
  - Enhanced Training & Exercise and Recovery & Resiliency capabilities.
- b) Management Team Organization Chart and Annual Work Plans (attached as Appendices B and C, respectively)

The Management Team is divided into three components based upon functionality (i.e., project planning, grants management, and administration). As indicated on the chart, each of the components are divided into staff and described as following: (a) assignments/responsibilities; (b) contract vs employee status; (c) salaries; (d) jurisdiction; and (e) vacancies.

The annual work plan aligns the Management Team’s activities with the Bay Area Homeland Security Strategy (“Strategy”) for enhancing regional capabilities to reduce the risk of terrorism. The objectives of the Strategy are as follows:

- Prevent and disrupt terrorist attacks;
- Protect the people of the Bay Area, its critical infrastructure and key resources;
- Respond to and recover from major incidents and all hazards that do occur;
- Continue to strengthen our preparedness foundation to ensure our long-term success;
- Guide future investments, increase capabilities and reduce risk.

The annual work plan also implements the abovementioned Strategy with eight (8) goals (“Goals”):

- Goal 1 - Develop a Regional Risk management and Planning Program
- Goal 2 - Enhance Information Analysis and Infrastructure Protective Capabilities.
- Goal 3 - Strengthen Communications and Interoperable Communications.
- Goal 4 - Strengthen CBRNE Detection, Response, and Decontamination capabilities.
- Goal 5 - Enhance Medical, Public Health and Mass Care Preparedness.
- Goal 6 - Strengthen Planning and Citizen Preparedness capabilities.
- Goal 7 - Enhance Recovery Capabilities.
- Goal 8 - Enhance Homeland Security Exercise, Evaluation and Training Programs.

c) FY 2015-2016 Management Team Budget (attached as Appendix D)

The FY 2015-2016 UASI Management Team proposed budget lists the revenue sources from two grants (FY 2013 UASI and FY 2014 UASI) in the amount of \$3,610,541. Due to a slight increase in personnel costs, there is 2.44% increase in the operating expenditures for FY 2015-2016 as compared to last year.

# Bay Area UASI



## Urban Areas Security Initiative



# FY 2014-2015 Annual Report

Alameda | Contra Costa | Marin | Monterey | Napa | San Benito | San Francisco | San Mateo | Santa Clara | Santa Cruz | Solano | Sonoma

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## Approval Authority Members

### Chair

#### Anne Kronenberg

Executive Director  
City & County of San Francisco  
Dept. of Emergency Management

### Vice Chair

#### Richard T. Lucia

Undersheriff  
Alameda County Sheriff's Office

#### Carlos Bolanos

Undersheriff  
San Mateo County Sheriff's Office

#### Ryan Broughton

Director  
Office of Emergency Services  
City Of San Jose

#### Mike Casten

Undersheriff  
Contra Costa County Sheriff's Office

#### Sherrie Collins

Emergency Services Manager  
Office of Emergency Services  
Monterey County

#### Robert Doyle

Sheriff  
Marin County Sheriff's Office

#### Cathey Eide

Emergency Services Manager  
City of Oakland

#### Raymond Guzman

Deputy Chief of Administration  
San Francisco Fire Department

#### Ken Kehmna

Fire Chief  
Santa Clara County

#### Al Terrell

Fire Chief  
Sonoma County

### Headquarters

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For more information on Bay Area UASI, visit our website at [www.bayareauasi.org](http://www.bayareauasi.org).

This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security.

# General Manager's Letter



I am pleased to provide the Fiscal Year 2014-15 Bay Area UASI Annual Report which highlights key activities and major program accomplishments that have enhanced the region's goals and capability objectives. It has been a year filled with significant achievements and increased regional collaboration. This past year, we continued to use our risk and gap analysis tools to support investment decisions in the key areas of radiological and nuclear detection capabilities, cyber security, recovery and resiliency, and training and exercise.

Significant work has been done to strengthen our radiological and nuclear detection, prevention, and response capabilities. Working with the federal Domestic Nuclear Detection Office (DNDO) and state and local agencies, we developed a Preventative Radiological Nuclear Detection (PRND) program; consequently, a regional Concept of Operations was completed. We also used our regional procurement process to identify, purchase, and distribute needed portable rad-nuc equipment to first responders.

Nationally, the risk to cyber networks has risen in prominence with a number of high profile hacking incidents. Using UASI grant funds, the Northern California Regional Intelligence Center (NCRIC) developed a team of cyber analysts and procured equipment to detect and respond to real-time network intrusions. They have also begun providing cyber security vulnerability assessments to regional governmental agencies.

Through collaboration with non-governmental organizations, the Regional Catastrophic Planning Team successfully developed and distributed multiple plans, tools, and resources for use during the recovery phase after a disaster. These efforts strengthened emergency planning and citizen preparedness by enhancing the Bay Area's recovery and resiliency capabilities.

Overall, training and exercises remained key components of regional preparedness. First, this year's Yellow Command scenario in Urban Shield simulated a mass casualty incident to test EOC/hospital coordination of medical surge and patient tracking abilities. Thereafter, in order to prepare for a large-scale public health emergency, we conducted a mass dispensing exercise, complementing the CDC's Cities Readiness Initiative. The exercise evaluated the region's ability to quickly receive and distribute medicine and medical supplies. As we approach Super Bowl 50, a number of tabletop exercises and the 2015 Yellow Command scenario will be designed to support large scale event coordination.

All these activities would not be possible without your continued support and dedication. To the hard-working members of the Management Team, to the subject matter experts in our working groups, and to the leadership of the Approval Authority, I wish to express my sincere thanks. Our region's continued collaboration demonstrates a commitment to closing the gaps that pose a threat to our security. I look forward to the year ahead, confident that we will continue this mission.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Dziedzic". The signature is fluid and cursive, with a large initial "C" and "D".

Craig Dziedzic

# Overview

## OUR MISSION

The mission of the Bay Area Urban Areas Security Initiative is to improve regional capacity to prevent, protect against, mitigate, respond to, and recover from terrorist incidents and catastrophic events.



## OUR REGION

- *Twelve Counties*
- *Three major cities of San Francisco, Oakland, and San Jose*
- *Over 100 incorporated cities (urban, suburban, and rural)*
- *A combined total population exceeding 8.2 million*
- *Over 16 million visitors per year*
- *Over 16,000 identified pieces of critical infrastructure and key assets*



# Grant Expenditures

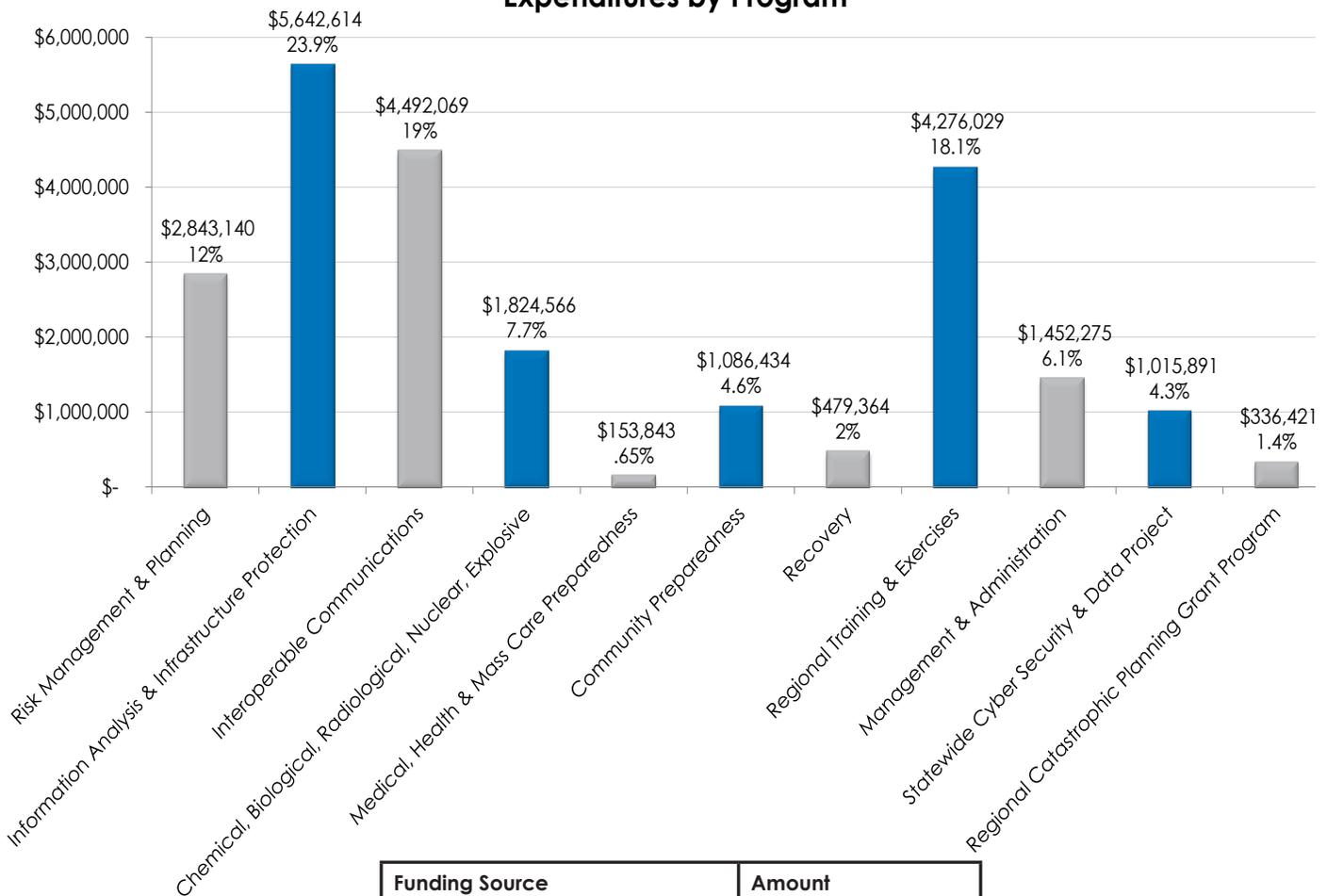
## OVERVIEW

As the fiscal agent for all homeland security grant funds awarded to the Bay Area, the Grants Team is responsible for all aspects of the grant cycle, from application to close-out. Their duties include: managing awarded grant funds, developing Memoranda of Understanding (MOUs), and assisting jurisdictions in meeting Federal and State grant compliance requirements.

The fiscal year 2014 grant award to the Bay Area UASI was \$27,242,000. Chief Financial Officer Tristan Levardo and his team completed 28 monitoring visits to subrecipient jurisdictions and provided recommendations as needed to ensure the success of future audits. Since July 1, 2014, the Grants Team reimbursed over \$23.6 million dollars in expenditures from the FY 11, FY 12, and FY 13 grants.

The chart below indicates grant expenditures, by program, for each UASI goal:

**Expenditures by Program**



Funding Source	Amount
Urban Areas Security Initiative	\$23,266,225
Regional Catastrophic Planning Grant Program	\$336,421
<b>Total:</b>	<b>\$23,602,646</b>

# Recovery & Resiliency

## OVERVIEW

The Regional Catastrophic Planning Team (RCPT), chaired by Project Manager Corinne Bartshire, unites emergency management, public safety officials, private sector businesses, and non-profit groups to plan for regional recovery. This year, the group worked in partnership with CalOES and FEMA to develop a portfolio of recovery planning tools. These tools, designed to be used by local governments in preparation for events such as the recent Napa earthquake, are all available for download on the Bay Area UASI website. In fiscal year 2014-15 the Bay Area UASI expended over \$1.9 million dollars towards enhancing the region's recovery and resiliency capabilities.



## KEY ACCOMPLISHMENTS

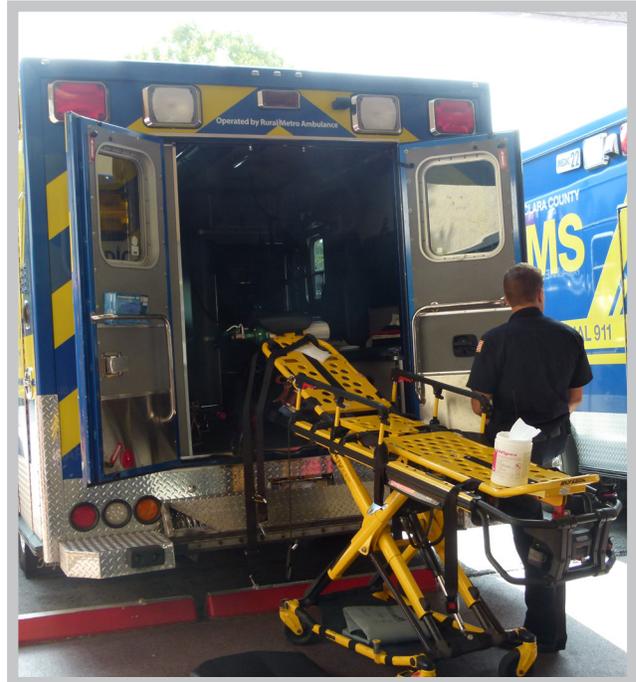
- *Distributed 42 Continuity of Operations / Continuity of Government (COOP/COG) Toolkits to the 12 Op Areas and 2 major cities*
- *Completed Disaster Recovery Frameworks (DRF) and Recovery Support Functions (RSF) for Oakland, San Francisco, and San Jose and developed templates for all other local governments*
- *Developed a guidebook and tools for requesting permit and regulation waivers during disaster recovery*



# Medical & Public Health

## OVERVIEW

Project Manager Dr. Eric Shanks, who chairs the Medical/Public Health working group, formed a regional partnership with the Bay Area Mass Prophylaxis Working Group (BAMPWG), the Medical Health Operational Area Coordinators (MHOAC), and the Association of Bay Area Health Officials (ABAHO) to collaborate on strengthening medical and public health response capabilities for the region. In conjunction with the CDC's Cities Readiness Initiative, over \$150,000 was expended during fiscal year 2014-15 to fund an exercise to test the region's ability to provide a mass dispensing of vaccinations. The working group also developed the website [www.bayareadisastermeds.org](http://www.bayareadisastermeds.org) which includes training materials for public health departments in the event of a mass incident.



## KEY ACCOMPLISHMENTS

- Tested patient tracking abilities during a mass casualty exercise at Bay Area hospitals, including Stanford Hospital
- Used seasonal flu vaccination process to test National Strategic Stockpile dispensing operations
- Ebola and anthrax mitigation procedures were tested in some operational areas
- Created a mass fatality training video for emergency operation center staff



# CBRNE Enhancement Program

## OVERVIEW

Preparing for chemical, biological, radiological, nuclear, and explosive (CBRNE) incidents is a regional priority. During the recent World Series parade, CBRNE equipment such as bomb squad and hazmat vehicles, rad-nuc detection equipment, and mobile command centers were deployed to ensure public safety. In fiscal year 2014-15, the region expended over \$1.8 million on CBRNE-related programs.



To further develop intelligence and risk-based CBRNE screening, search and detection deployment protocols, the CBRNE working group partnered with Lawrence Livermore National Laboratories and the Domestic Nuclear Detection Office (DNDO) to develop a regional Preventative Radiological and Nuclear Detection (PRND) Program. Led by Project Managers Phil White and Bruce Martin, participants from the FBI, the Northern California Regional Intelligence Center (NCRIC), state agencies, and the Neptune Coalition worked together to ensure a unified planning effort.



## KEY ACCOMPLISHMENTS

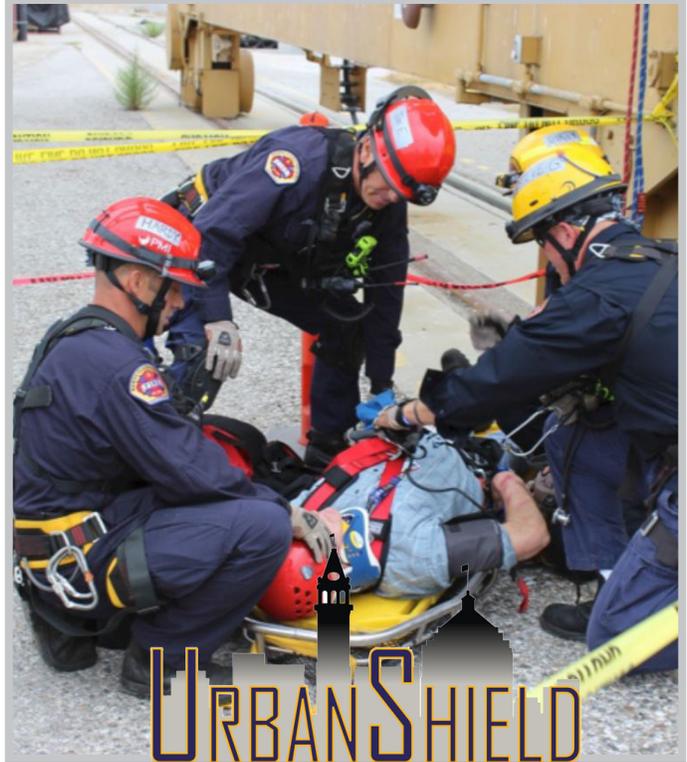
- Developed a Concept of Operations (CONOPS) for the PRND program
- Purchased portable radiation detection equipment for first responders through the regional procurement process
- Procured specialized equipment, including bomb squad trailers and robot upgrades, plume modeling software, and rescue carts for the BART Trans-Bay Tube



# Training & Exercise Program

## OVERVIEW

The Regional Training and Exercise Program (RTEP) is a comprehensive, multi-disciplinary program dedicated to improving the skills and abilities of public safety officials in the Bay Area. Hosted by the Alameda County Sheriff's Office and managed by Commanders Dennis Houghtelling and Tom Wright, course offerings are derived from a multi-year training and exercise plan. In 2014, 138 classes were conducted and 3,796 students received training. More than 5,000 participated in the 8th annual Urban Shield exercise. In fiscal year 2014-15, the Bay Area UASI expended over \$4.2 million dollars for the Training and Exercise program.



## KEY ACCOMPLISHMENTS

- More than 11,600 registered participants in the RTEP
- Expanded Yellow Command in Urban Shield to further incorporate Emergency Management and Emergency Operations Center roles
- Redesigned [www.bauasitep.org](http://www.bauasitep.org) website to allow online course registration, certificate downloads, and training course requests



# Communications

## OVERVIEW

Enhancing the region's communication abilities is a core goal of the Bay Area UASI. By employing strategies to improve interoperable communications, public safety officials are more equipped than ever to communicate when crossing jurisdictional boundaries in a response to mutual aid calls for service.



The Bay Area UASI has also collaborated with FirstNet to develop access to dedicated broadband networks for public safety officials. Project Manager Srijesh Thapa and the Interoperable Working Group have collaborated with the BayRICS Joint Powers Authority to coordinate the build-out and operation of wireless voice and data networks that serve over 25,000 first responders to protect the life and property of Bay Area residents and visitors.

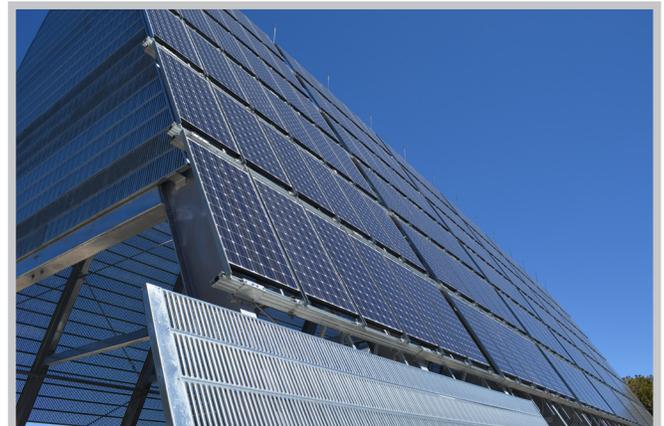


To improve the delivery of public information communications, the Bay Area UASI tested a regional Joint Information System for officials. Work also commenced on a regional mass notification and public warning system which will assist in the coordinated dissemination of information, alerts, warnings, and notifications. In fiscal year 2014-15 the Bay Area UASI expended over \$4.5 million dollars to improve these communications abilities in the region.



## KEY ACCOMPLISHMENTS

- *Coordinated a regional Public Information & Warning project to ensure consistency with the Common Alerting Protocol (CAP) and Integrated Public Alert and Warning Systems (IPAWS)*
- *Conducted regional training for Public Information Officers using the Joint Information System*
- *Deployed a 900MHz test system to improve regional interoperability*
- *Purchased 320 P25 compliant radios for first responders in the Bay Area*



# Risk Management & Information Sharing

## OVERVIEW

The Bay Area UASI expended over \$8.4 million dollars in FY 2014-15 on risk management, information sharing & infrastructure protection programs. The Risk Management Program, led by Project Manager David Frazer, categorizes the region's assets and calculates the threat risk and our ability to mitigate and respond to those threats.

The Bay Area UASI is also dedicated to enhancing the region's ability to share and distribute pertinent information about suspected terrorist threats and activities across geographical and jurisdictional boundaries. The Northern California Regional Intelligence Center (NCRIC) facilitates this communication between federal, state, local, and private sector entities.

To enhance regional cyber security, the NCRIC employs a team of cyber analysts using cutting edge Intrusion Prevention Systems (IPS) hardware that provides real-time detection of network intrusions. The NCRIC has also partnered with the California Coalition of UASIs (CCU) to develop the cloud based California Common Operating Picture (CALCOP) software to provide for situational awareness to public safety officials.



## KEY ACCOMPLISHMENTS

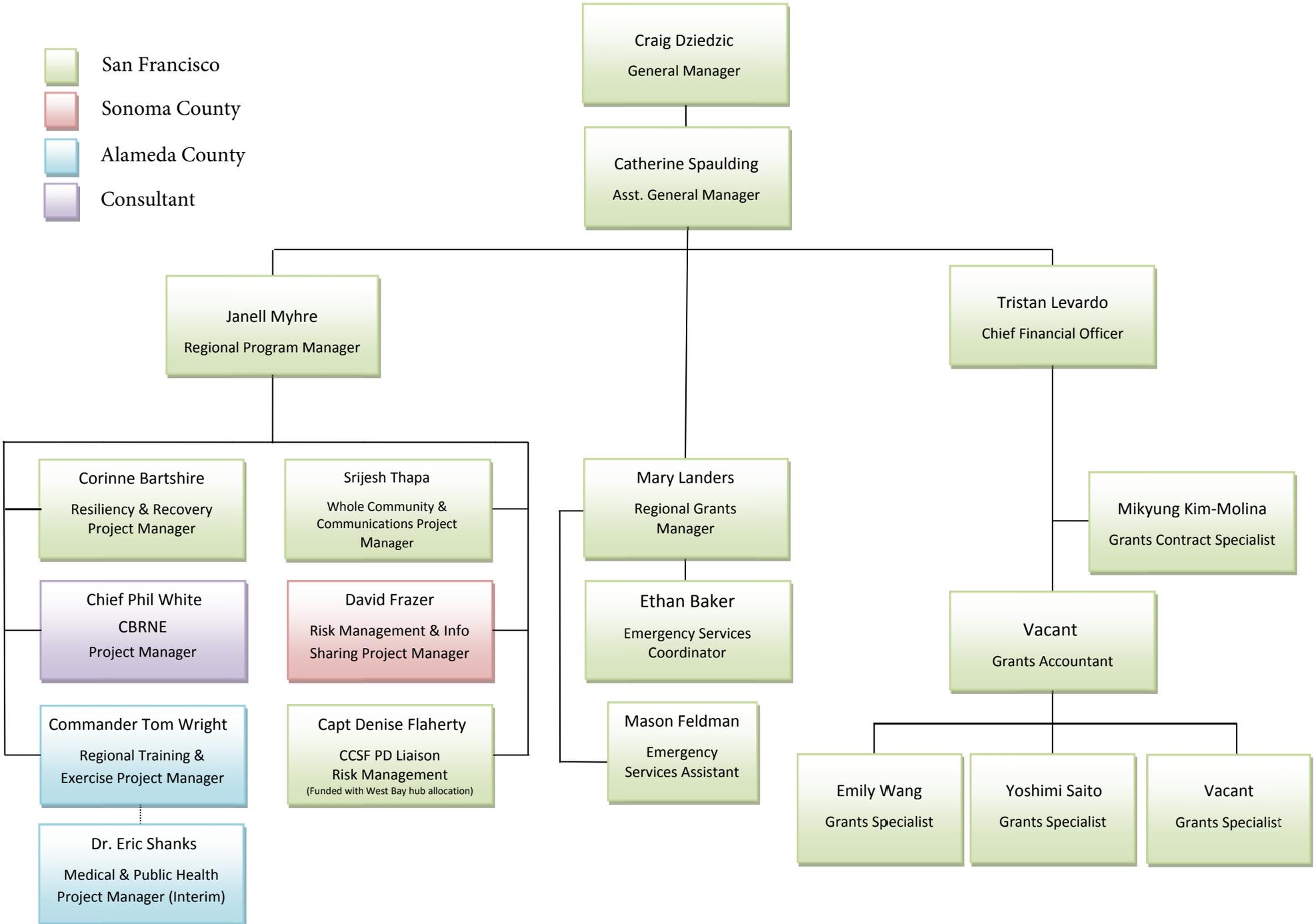
- *Distributed biweekly Homeland Security briefings to over 15,000 subscribed law enforcement partners*
- *Trained over 1800 public safety officials in terrorism identification and reporting techniques*
- *Received 669 Suspicious Activity Reports and submitted 274 of these to the FBI*
- *Invested in systems such as Coplink, and Aires to share information across jurisdictions*





**San Francisco Department of Emergency Management  
 Bay Area Urban Areas Security Initiative (UASI)  
 2015 STAFF ORGANIZATION CHART**

- San Francisco
- Sonoma County
- Alameda County
- Consultant





**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<b>Craig Dziedzic</b> <b>UASI General Manager</b> 8 am – 5 pm	<b>Goal 1</b> Develop a Regional Risk Management and Planning Program	<ul style="list-style-type: none"> <li>• Provide region-wide leadership and administration of all grant initiatives in federal homeland security grants, in direct support of the homeland security strategies approved by the Approval Authority, awarded to the Bay Area Region.</li> </ul>	<ul style="list-style-type: none"> <li>• Execute Bay Area regional strategies and initiatives that are risk based and aligned with Federal and State policies, goals and strategies.</li> </ul>	25%
		<ul style="list-style-type: none"> <li>• Select, direct and manage a Management Team to support the Approval Authority and the BAUASI region's initiatives and projects, and make reasonable efforts to balance regional representation on the Management Team within budget.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop, initiate, and implement division goals, objectives, policies/procedures, and priorities to determine service levels and resource allocations</li> <li>• Direct the allocation of resources to achieve timely outcomes and measurable goals within budget; implement annual work plans and programs to meet emerging or new programs, while continuing to address major organizational goals, objectives, and priorities.</li> </ul>	25%
		<ul style="list-style-type: none"> <li>• Monitor, supervise, and/or coach the assistant GM, the regional project manager, the Chief Financial Officer, and two Emergency Services Coordinators to align the performance and skill set of the Management Team with the goals of the organization.</li> </ul>	<ul style="list-style-type: none"> <li>• On a weekly basis, monitor the efficiency and effectiveness of the organization structure, staff assignments, service levels and administrative systems; identify and analyze opportunities for improvement and implement improvements.</li> <li>• Develop, implement, and</li> </ul>	15%



		<ul style="list-style-type: none"> <li>• Communicate regularly with executive-level management regarding the organization's activities and coordinate and represent the organization before legislative boards, committees, outside organizations, and governmental organizations.</li> <li>• Attend BAUASI quarterly meetings to implement best practices and state-wide preparedness goals and initiatives.</li> <li>• Conduct weekly staff meetings to ensure that regional initiatives are on track and in compliance with state and federal preparedness goals.</li> <li>• On an as needed basis, schedule and meet with individual members of the approval authority, SMEs, and other regional stakeholders to enhance working relationships.</li> <li>• Enhance the organization's operating revenue by leveraging multiple grant sources</li> </ul>	<p>manage a working budget, organization chart, and annual work plan, for the BAUASI organization.</p> <ul style="list-style-type: none"> <li>• Coordinate, collaborate, and implement policies, procedures, and regulations of the City and County of San Francisco, including complying with specific union agreements, procurement requirements, dept. policies and MOUs.</li> <li>• Work with the Chair of the Approval Authority to prepare agendas, minutes, and quarterly staff reports for the monthly Approval Authority meetings pursuant to the Bylaws of the Master MOU.</li> <li>• Work with the Coalition of California UASIs (CCUs), the NCRIC, Cal OES and other state/local agencies and departments to develop, enhance, and implement regional and statewide initiatives involving data sharing (California Common Operating Picture - CalCOP), cyber security, and risk management. Chair the quarterly meetings of the CCU.</li> <li>• Coordinate and strategize with federal, state, and local agencies to increase organizational grant</li> </ul>	<p>10%</p> <p>10%</p> <p>10%</p> <p>5%</p>
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			funding; , including but not limited to forming necessary regional working groups and responding to Notices of Announcements for applicable grants.	
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-2016**

Staff	UASI Goals	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>Catherine Spaulding</b>  Assistant General Manager  Mon-Fri 8am-5pm</p>	<p>Management and Administration</p>	<ul style="list-style-type: none"> <li>• Developing, reviewing and implementing plans, protocols, goals, and strategies</li> <li>• Supervising, training, assigning, and evaluating the activities of division personnel</li> <li>• Providing clarity to staff on roles, responsibilities, and expectations</li> <li>• Monitor programmatic and financial management activities, and identify and analyze opportunities for implementing efficiencies and improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Compliance with MOUs, bylaws, and any policies and procedures established by the Approval Authority</li> <li>• Up to date understanding of DHS/FEMA funding, priorities, and policies</li> <li>• Policies and templates for performance plans and appraisals</li> <li>• In house training plan and implementation of plan</li> <li>• Organization chart</li> <li>• Management Team</li> <li>• Administrative Policies and Procedures</li> <li>• Grants Policies and Procedures</li> </ul>	<p><b>25%</b></p>
	<p>Enhance Planning, Threat and Hazard Identification, and Risk Management Capabilities</p>	<ul style="list-style-type: none"> <li>• Direct project staff responsible for the development and coordination of the Bay Area UASI regional risk management program and project selection process</li> <li>• Direct project staff as they work with stakeholders to review goals, strategies, analyze gaps in capabilities</li> <li>• Oversee tasks associated with application for and</li> </ul>	<ul style="list-style-type: none"> <li>• Communication to stakeholders on risk management and planning program and activities</li> <li>• Risk cycle kick off meeting</li> <li>• Capability assessments</li> <li>• Gap analysis report</li> <li>• THIRA</li> </ul>	<p><b>75%</b></p>



		<p>distribution of grant funds and programs and ensure compliance with applicable federal and state grant requirements</p> <ul style="list-style-type: none"> <li>• Provide regional coordination, monitoring, and appropriate oversight and management of grant funded projects and programs</li> <li>• Work with Advisory and Working Groups, as well as appropriate Bay Area stakeholders, to obtain input and make recommendations to the Approval Authority</li> </ul>	<ul style="list-style-type: none"> <li>• Bay Area Homeland Security Strategy</li> <li>• Allocation and policy priorities</li> <li>• Project proposal and prioritization process documents</li> <li>• Project plans, timelines MOUs, and professional services contracts</li> <li>• IJs</li> <li>• UASI grant application</li> <li>• Review of project deliverables</li> <li>• Budget and spending tracking</li> <li>• Regular participation and report outs at Working and Advisory Group meetings as well as Approval Authority meetings</li> </ul>	
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**Bay Area Urban Area Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>Tristan Levarado</b> Chief Financial Officer  8 am – 5 pm  San Francisco</p>	<p><b>Goal</b> Management and Administration</p>	<ul style="list-style-type: none"> <li>• Oversee the financial administration of HLS grants and the financial operations of the Bay Area UASI.</li> <li>• Direct the day-to-day operations of the Grants Management Unit in support of the Bay Area UASI mission and goals.</li> <li>• Administer HLS grant programs in accordance with DHS National Initiatives and grant guidelines with respect to grants management and accounting.</li> <li>• Attend local/ regional stakeholder meetings to implement best practices and state-wide preparedness goals and initiatives.</li> <li>• Participate in weekly staff meetings to ensure that regional initiatives are on track and in compliance with state and federal preparedness goals.</li> <li>• Provide fiscal and accounting support as well as technical assistance to UASI management team, and regional and local partners.</li> </ul>	<ul style="list-style-type: none"> <li>• Comply with reporting requirements by submitting on time accurate Financial Workbook, cash requests, program status reports, and budget reports.</li> <li>• Implement funding allocation and program plans in accordance with grant guidelines.</li> <li>• Develop policies and procedures to implement grant management objectives per grant management guidelines.</li> <li>• Create reports for AA including project status reports, travel expense reports, etc.</li> <li>• Over see activities of Post Audit, Single Audit, and other state and Federal audits.</li> <li>• Oversee monitoring of sub recipient activities in compliance with grant provisions, and generate meaningful monitoring reports.</li> </ul>	<p>25%</p> <p>20%</p> <p>15%</p> <p>10%</p> <p>10%</p> <p>15%</p>

		<ul style="list-style-type: none"> <li>• Oversee and coordinate the audit of grant accounting transactions including Single Audit, Post Audit and granting agency site reviews.</li> <li>• Oversee monitoring activities of regional and local jurisdictions in compliance with applicable grant guidelines.</li> <li>• Oversee completion of MOUs and LOAs</li> </ul>	<ul style="list-style-type: none"> <li>• Issue accurate and timely MOUs and LOAs.</li> </ul>	5%
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal/ Objectives	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
<b>Janell Myhre</b>  <b>Regional Program Manager</b>  <b>SF DEM</b>  9:00am – 6:00pm	<b>Goals 1 - 8</b>	Work with GM and AGM to lead the UASI Management Team in best serving the Bay Area through building local and regional capabilities as related to the Bay Area UASI regional program goals.	<ul style="list-style-type: none"> <li>• Oversee and coordinate Regional Project Manager(s) workload to achieve project management and monitoring goals.</li> <li>• Work with CFO to ensure UASI grant fiscal goals and objectives are coordinated with project management activities.</li> <li>• Lead Bay Area project proposal and selection process.</li> <li>• Coordinate efficient presentations to UASI Approval Authority, Advisory Group and Workgroups.</li> <li>• Provide All Hazards expertise to UASI Management Team efforts.</li> </ul>	65%
		Support Bay Area jurisdictions with UASI project management coordination.	<ul style="list-style-type: none"> <li>• Provide guidance and support to Regional Project Managers in assisting Bay Area jurisdiction’s staff to complete projects through project monitoring and contractor management.</li> <li>• Attend Bay Area regional meetings, as needed.</li> <li>• Provide outreach and work directly with Bay Area jurisdictions, as needed.</li> </ul>	15%



Staff	UASI Goal/ Objectives	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
		Implement best practices to strengthen regional relationships in order to coordinate and improve the development of UASI programs.	<ul style="list-style-type: none"> <li>• Engage with CalOES State and Coastal Region staff to coordinate Bay Area region efforts.</li> <li>• Work with CalOES Region II MARAC meetings to coordinate information with CalOES Coastal Region and Bay Area OAs.</li> <li>• Engage and coordinate with Bay Area regional agencies and organizations, as needed.</li> <li>• Engage and coordinate with FEMA Region IX, as needed.</li> </ul>	15%
		Remain current in UASI and RCPGP national program standards.	<ul style="list-style-type: none"> <li>• Coordinate with other UASI and RCPGP sites in the country to engage in national information sharing on current program and project development and standards.</li> </ul>	5%



**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

<b>Staff</b>	<b>UASI Goal</b>	<b>Assignments and Responsibility</b>	<b>Critical Tasks &amp; Job Functions</b>	<b>Allocation of Time</b>
<b>Mary Landers</b> Regional Grants Manager SFD SFDEM  8 am – 5 pm San Francisco	Goal 3 Strengthen Communications and Interoperable Communications	<b>Compliance</b> <ul style="list-style-type: none"> <li>• Technical lead on all compliance requirements</li> <li>• Provide support and build capacity of program and finance staff on compliance requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• Manage contractors and project staff to ensure compliance with contractual parameters and alignment with grant guidelines and conduct evaluation of contractors;</li> <li>• Attend working group meetings as necessary to monitor and evaluate the effectiveness and efficiency of the program’s service delivery system, identify and recommend alternative approaches or improvements;</li> <li>• Provide regional coordination, monitoring, and appropriate oversight and management of grant funded projects to ensure jurisdictions are compliant with grant guidelines and meeting their performance milestones and deliverables;</li> <li>• Coordinate with State and Federal agencies and UASI sites to share best practices; and</li> </ul>	40%
	Goal 6 Strengthen Planning and Citizen Preparedness	<ul style="list-style-type: none"> <li>• Design/implement at least 1 training on compliance requirements for staff.</li> <li>• Coordinate updates to policies and procedures documents.</li> <li>• Keep staff apprised of FEMA updates</li> </ul>		10%
	Goal 7 Enhance Recovery Capabilities	<b>Grant Applications</b> <ul style="list-style-type: none"> <li>• Prepare and submit IJs</li> <li>• Prepare and submit grant applications</li> <li>• Research new grant funding streams and spearhead grant application process.</li> </ul> <b>Outreach and Writing</b> <ul style="list-style-type: none"> <li>• Lead on Annual Report</li> <li>• Prepare legislation and supporting documentation for submittal to the Board of Supervisors.</li> <li>• Work closely with DEM representative to provide additional information/clarification as needed.</li> <li>• Work and assist w/ special projects as needed</li> </ul>		10%

		<p><b>Finance and Program Backfill</b></p> <ul style="list-style-type: none"> <li>• Fiscal backfill and as needed support</li> </ul> <p><b>Supervision</b></p> <ul style="list-style-type: none"> <li>• Manage and coach 8600 and 8601 during weekly one on one meetings</li> <li>• Perform Mid Year and Annual Reviews</li> <li>• Ensure accountability of assigned tasks</li> </ul> <p><b>Special Projects</b></p> <ul style="list-style-type: none"> <li>• On an as needed basis be prepared to draft and develop RFPs, RFIs, or contracts</li> <li>• Manage vendors to ensure successful and timely completion of projects within grant performance periods</li> <li>• Provide backfill in a Project Manager capacity in an as needed basis.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare grant applications and written status reports, provide oral presentations and briefings to local and regional emergency management groups, Advisory Groups, Approval Authority, and local, state, and Federal agencies, prepare legislative documents, and maintain all records associated with project activities.</li> <li>• Manage and coach 8600 and 8601 to ensure accountability of assigned tasks- including conducting annual performance reviews.</li> <li>• Prepare meeting agendas and conduct working group meetings as necessary.</li> </ul>	<p>15%</p> <p>5%</p> <p>10%</p>
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**Bay Area Urban Area Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>Mikyung Kim-Molina,</b> Contract Specialist 8 am – 5 pm San Francisco</p>	<p>Management &amp; Administration</p>	<ul style="list-style-type: none"> <li>• Manage, develop, create and amend Memorandums of Understanding (MOU) with sub-recipient jurisdictions and Letters of Agreement (LOA) with San Francisco City Departments for all grant programs.</li> <li>• Develop professional services contracts.</li> <li>• Provide support on the project proposal process.</li> <li>• Perform capability gap assessment and analytical work on regional investments.</li> </ul>	<ul style="list-style-type: none"> <li>• Create MOU boilerplate, Appendix A and Grant Assurance templates for each grant program</li> <li>• Work in collaboration with UASI Program Managers and sub-recipient jurisdictions to obtain necessary information (e.g., project description, deliverables, timelines, contact information, budget amounts, etc.) in order to complete MOUs/LOAs</li> <li>• Generate formal modifications to MOUs/LOAs, as necessary</li> <li>• Serve as liaison to SF City Attorney.</li> <li>• Provide ongoing technical assistance to sub-recipients regarding MOU/LOA requirements and compliance</li> <li>• Maintain and track MOU/LOA status and budget information on the Inventory and Status spreadsheet</li> <li>• Carry out full execution of all MOUs/LOAs</li> </ul>	<p>90%</p>

			<ul style="list-style-type: none"> <li>• Present updates to CFO and Program Mangers on MOUs/LOAs</li> <li>• Create RFP/RFQ for Professional Services Contracts.</li> <li>• Facilitate and/or participate on Review Panels. Write contracts using the City's P500 boilerplate and scope of services</li> <li>• Process contracts with SF Office of Contracts Administration and Human Rights Commission.</li> <li>• Attend meetings of San Francisco Department of Emergency Management, Office of Contracts Administration and Civil Service Commission.</li> </ul>	10%
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**Bay Area Urban Area Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI GOAL	Assignments and Responsibilities	Critical Tasks and Job Functions	Allocation of Time
<p><b>Thomas Wright</b> Training and Exercise Program Manager Alameda County Sheriff's Office 8 am – 5 pm T SF M, W-F</p>	<p><b>Goal 8</b> Enhance Homeland Security Exercise, Evaluation and Training Programs</p>	<p>Administer and manage the Regional Training and Exercise Program</p> <ul style="list-style-type: none"> <li>• Maintain a multidisciplinary Training and Exercise Team</li> <li>• Revise/update the Multi-Year Regional Training and Exercise Plan as necessary. Prepare for the development of a new Multi-Year Training and Exercise Plan in early 2015.</li> <li>• Meet, as needed, with the Regional Training and Exercise policy level Executive Steering Committee of executive level managers and administrators to obtain input on region-wide training and exercise priorities as they relate to Homeland Security</li> <li>• Analyze all existing and relevant training plans and priorities and present findings to the Executive Committee to receive input, priorities, and direction, and recommend and implement</li> </ul>	<ul style="list-style-type: none"> <li>• Plan, monitor, evaluate, and manage the day-to-day operations of the Regional Exercise and Training Program</li> <li>• Manage the implementation of the Multi-Year Regional Training and Exercise Plan and coordinate the activities of the Regional Overhead Planning Team</li> <li>• Formulate and implement policies and procedures to ensure that the performance of training and exercise activities are in compliance with all UASI grant guidelines and requirements</li> <li>• Monitor the work of and coach subordinates to improve performance.</li> <li>• Oversee the development of</li> </ul>	<p align="center">90%</p>

		<p>alternative delivery models for efficient and effective implementation of training and exercises</p> <ul style="list-style-type: none"> <li>• Act as UASI regional POC for a regional full-scale exercise (Urban Shield) and coordinate with Bay Area stakeholders to ensure other regional exercises are conducted as needed.</li> <li>• Sustain the assimilation of the Regional Catastrophic disaster exercise component (Yellow Command) into Urban Shield</li> <li>• Produce After Action Reports (AAR) for Regional Exercises, and ensure that Improvement Plans and performance gaps are identified for future funding by UASI</li> <li>• Prepare monthly reports and produce a FY 2014 Regional Training and Exercise Annual report that contains a summary of training and exercise activities and accomplishments of the FY 2014 grant cycle</li> <li>• Facilitate the presentation of various courses, presented by the National Training Consortium, to the members in the Bay Area UASI Region</li> </ul>	<p>MOUs, contracts, and agreements with other jurisdictions and/or vendors</p> <ul style="list-style-type: none"> <li>• Develop and maintain financial management plans and policies that govern the expenditure of grant funds on training and exercise activities, and the reimbursement of grant funds to the region</li> <li>• Maintain all records, including AAR/IPs, prepare periodic reports and recommendations to the Bay Area UASI Management Team, Advisory Group, and Approval Authority, and prepare information for the annual report</li> <li>• Serve as a liaison to local, state, and federal agencies, private sector partners, and non-governmental agencies</li> </ul>	
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	<p><b>Goal 1</b></p> <p>Develop a Regional Risk Management and Planning Program</p>	<ul style="list-style-type: none"> <li>• Serve as the East Bay Hub Liaison and assist in the execution of the East Bay Hub planning process. Assist in the coordination of activities of the East Bay Hub as deemed appropriate by UASI Management</li> <li>• Prepare and manage annual budget, file reimbursement requests on a quarterly basis, and provide and maintain required supporting documentation.</li> <li>• Establish methodologies for assessing, evaluating and measuring the effectiveness of UASI funded projects, equipment, and plans</li> <li>• Assist the UASI Risk Management Project Manager in the Threat and Hazard Identification process</li> <li>• Assist in the promulgation of the concepts contained in the 31 Core Capabilities to the Training and Exercise Workgroup and to the Region.</li> </ul>		<p>10%</p>
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>David Frazer</b> Risk Management &amp; Information Sharing Project Manager</p> <p>Sonoma County Fire &amp; Emergency Services</p> <p>7:30 am – 4:30 pm M/T SF 7:30 am – 4:30 pm W/Th/F Sonoma County FES</p> <p>Unless facilitating working groups, workshops, project planning, or other meetings</p>	<p><b>Goal 1</b> Develop a Regional Risk Management and Planning Program</p> <p><b>Goal 2</b> Enhance Information Analysis and Infrastructure Protective Capabilities</p>	<p>UASI Lead project manager for Threat and Hazard Identification and Risk Assessment (Goal#1)</p> <ul style="list-style-type: none"> <li>• Facilitate and coordinate the Risk Validation Workshops, manage the PCII certification/audit process, act as administrator for Cal COP Bay Area users and coordinate NCRIC final review and validation of the data</li> <li>• Provide Project Management Lead to coordinate revisions to Measures &amp; Metrics for Core Capabilities.</li> <li>• Schedule capabilities assessment workshops, engage SME to assist in the assessment process, and review the risk analysis and capability relevance information</li> <li>• Review risk reports and gap analyses and facilitate briefings in hubs or operational areas, and core cities</li> </ul>	<ul style="list-style-type: none"> <li>• Manage procurement process, including , developing RFPs, negotiating contract schedules/project plans, drafting statements of work, assisting with recruitment/selection of RFP evaluators, and preparing recommendations for contract awards;</li> <li>• Review Appendix A of MOU’s for sub-recipient approval;</li> <li>• Manage contractors to ensure compliance with contractual parameters and alignment with grant guidelines and conduct evaluation of contractors;</li> <li>• Coordinate and manage working group meetings and related trainings ensuring the required stakeholders and SME are included in the meetings to obtain input, serve as the liaison between these groups to ensure regional coordination and collaboration, and prepare and post meeting minutes;</li> <li>• Provide regional coordination, monitoring, and appropriate oversight and management of grant funded projects to ensure jurisdictions are compliant with grant guidelines and meeting their performance milestones</li> </ul>	<p>5%</p> <p>15%</p> <p>15%</p> <p>30%</p> <p>20%</p>

		<ul style="list-style-type: none"> <li>• Provide UASI Project Management support and direct contract oversight to the Fusion Center and provide liaison between the Fusion Center and UASI Management Team for the Risk Management and Cyber Security initiatives</li> <li>• Provide Project Management support to the regional partners in the gap analysis and capabilities assessment and assist with Executive Briefings on regional risk and threat</li> <li>• Facilitate the Bay Area Information Sharing Systems (BAISS) meetings</li> <li>• Facilitate the Regional ALPR Focus Group and Cyber Focus Group meetings</li> <li>• Provide project management support to regional partners for Information sharing through technical solutions such as RMS to RMS and ALPR</li> <li>• Provide RAC support for the North Bay Hub</li> </ul>	<p>and deliverables;</p> <ul style="list-style-type: none"> <li>• Prepare written status reports, provide oral presentations and briefings to local and regional emergency management groups, Advisory Groups, Approval Authority, and Federal and State agencies, and maintain all records associated with project activities; and</li> <li>• Provide support for North Bay Hub Planner to include asset management, capabilities assessment and gap analysis.</li> </ul>	<p>10%</p> <p>5%</p>
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>Captain Denise Flaherty</b> <b>San Francisco Police Department</b></p> <p>SFPD Special Operations Bureau</p> <p>9:00 a.m. – 5:00 p.m. Monday-Friday</p>	<p><b>Goal 1, 2</b></p> <p>Goal 1 – Risk Management</p> <p>Goal 2 - Information Analysis and Infrastructure Protective Capabilities</p>	<p>Managing the San Francisco Police Department’s Homeland Security Project Planning Team, developing projects to address local and regional gaps.</p> <p>Coordinate and monitor San Francisco Public Safety projects, including SFPD and SFFD.</p> <ul style="list-style-type: none"> <li>• Liaison between the Bay Area UASI and the San Francisco Police Department.</li> <li>• Review reports produced by the Risk Assessment Center (RAC) on critical security gaps and capabilities locally and throughout the region. Coordinate and collaborate with Law Enforcement Personnel to identify and develop project proposals to address identified gaps. Be a resource and provide assistance to project managers on assigned projects.</li> <li>• Address capability gaps by adequately planning for large-scale local, regional, and international events.</li> <li>• Work with the 58 City and County of San Francisco Departments, in partnership with the Risk Assessment Center (RAC) to identify</li> </ul>	<ul style="list-style-type: none"> <li>• Review risk assessment, security gaps and capability reports produced by the Risk Assessment Center.</li> <li>• Coordinate internal meetings within the San Francisco Police Department and identify and designate Department members as project managers, ensuring that projects are implemented, on time and within their budgets.</li> <li>• Discuss and identify regional projects related to protecting, preventing, responding, mitigating and recovering from acts of terrorism.</li> <li>• Facilitate the preparation of project proposals.</li> <li>• Present and justify project proposals to UASI based on criteria and grant guidelines.</li> <li>• Communicate with project managers to ensure goals, objectives, timelines and deliverables are being accomplished.</li> <li>• Act as a liaison between the SFPD and the Bay Area</li> </ul>	<p><b>50%</b></p>

		<p>capabilities, risks and gaps in planning.</p> <ul style="list-style-type: none"> <li>• Work with the Department of Emergency Management and Digital Sandbox’s Risk Assessment Center to review reports related to critical capability gaps with the 58 City and County of San Francisco City Departments and facilitate at least two workshops to assist those Departments in developing proposals to address potential gaps if applicable. This is accomplished under the direct guidance of Risk Assessment and Planning Program Manager at the Bay Area UASI.</li> </ul>	<p>UASI Management Team.</p> <ul style="list-style-type: none"> <li>• Revise the Open Source and Law Enforcement Sensitive Security Plan.</li> <li>• Coordinate the development of plans produced by the 11 subcommittees (command, air operations, intelligence, water, traffic, communications, crime prevention, logistics, DOC, 1<sup>st</sup> amendment, public information officer).</li> <li>• Develop a comprehensive operational plan.</li> <li>• Develop a budget and staffing plan.</li> <li>• Coordinate and facilitate a monthly regional law enforcement meeting.</li> <li>• Attend numerous meetings related to regional events.</li> <li>• Attend and participate in joint training exercises.</li> <li>• Develop internal policies related to events.</li> <li>• Conduct site visits.</li> <li>• Meet with Law Enforcement, Security personnel, and City agency representatives.</li> <li>• Attend community meetings.</li> <li>• Ensure proper training</li> </ul>	<p><b>45%</b></p>
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			<p>supplied to officers.</p> <ul style="list-style-type: none"> <li>• Attend meetings related to new technology.</li> <li>• Conduct numerous briefings related to plan.</li> <li>• Review risk assessment, gap and capability reports produced by the Risk Assessment Center.</li> <li>• In partnership with the Department of Emergency Management's Department of Emergency Services, meet and distribute a report to City Department representatives.</li> <li>• Facilitate discussions related to capabilities of the City, identified gaps, and strategies necessary to eliminate gaps in planning related to the City and region.</li> <li>• Act as a liaison between the City representatives, the Department of Emergency Management and the Bay Area UASI to propose projects addressing local and regional gaps.</li> </ul>	<p><b>5%</b></p>
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p>Philip White CBRNE Project Manager Independent Contractor 16-20 hours per week</p>	<p>Goal 4 Strengthen CBRNE Detection, Response, and Decontamination Capabilities</p>	<p>Administration and Management of UASI CBRNE Initiative</p> <ul style="list-style-type: none"> <li>• FY 2014 grant year– Provide guidance and assistance in finalizing all CBRNE projects and all records and documents pertaining to Project D</li> <li>• Assist in the development and implementation of FY 2014, MOUs;</li> <li>• Host monthly work group meetings, provide monthly agenda, and minutes.</li> <li>• Maintain constant communication with sub-recipient project leads for project monitoring, status updates and assistance.</li> <li>• Prepare annual, quarterly and monthly reports as needed.</li> <li>• Attend Approval Authority and Advisory Group Meetings</li> <li>• Attend weekly UASI staff meetings and report out on CBRNE project status.</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinate and manage working group meetings and ensure appropriate SMEs are present to vet project proposals as necessary;</li> <li>• Prepare Attachment A of the MOU’s for sub-recipient approval;</li> <li>• Prepare agendas and minutes for CBRNE working group and post to UASI website;</li> <li>• Provide guidance to sub-recipients to ensure compliance with grant guidelines and ensure that they are meeting performance milestones for</li> </ul>	<p>50%</p>

		<p>Bay Area PRND Project</p> <ul style="list-style-type: none"> <li>• Project Chair</li> <li>• Assist in the preparation of the 2015 Securing the Cities grant application</li> </ul>	<p>deliverables;</p> <ul style="list-style-type: none"> <li>• Prepare written reports, provide oral presentations and briefings to Approval Authority and Advisory Group as necessary;</li> <li>• Work with consultants and other members of staff to provide information on various reports;</li> <li>• Facilitate meetings</li> <li>• Hold working groups accountable</li> <li>• Liaise with DHS DNDO, LLNL, Sandia SMEs and support</li> <li>• Brief AA, agencies, staff as needed</li> </ul>	50%
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-2016**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>Corinne Bartshire</b> Resilience and Recovery Regional Project Manager</p> <p>Bay Area UASI</p> <p>8:00 am – 5:00 pm M-F SF</p>	<p><b>Goal 6</b> Strengthen Emergency Planning and Citizen Preparedness Capabilities</p> <p><b>Goal 7</b> Enhance Recovery Capabilities</p>	<p>Project Manager for Super Bowl 50 Regional Coordination project:</p> <ul style="list-style-type: none"> <li>• Manage contract for development of Large Event Regional Concept of Operations Plan and regional emergency management coordination in preparation for Super Bowl 50</li> </ul> <p>Yellow Command Urban Shield Exercise:</p> <ul style="list-style-type: none"> <li>• Exercise Director</li> <li>• Manage exercise planning team</li> <li>• Manage contract for exercise design and conduct</li> </ul>	<ul style="list-style-type: none"> <li>• Manage procurement process, including developing RFPs, negotiating contract schedules/project plans, drafting statements of work, assisting with recruitment/selection of RFP evaluators, and preparing recommendations for contract awards.</li> <li>• Serve as contract and project manager, working closely with the selected contractor and stakeholders throughout the region to ensure deliverables are completed well and on time.</li> <li>• Provide regional coordination, monitoring, and appropriate oversight to ensure regional OES plans and operations are effectively tested and coordinated with Urban Shield objectives, CalOES authority and bay area OA goals.</li> <li>• Work with Urban Shield exercise staff to effectively manage contractor to meet HSEEP and grant guidelines.</li> <li>• Work with Urban Shield, FEMA IX, Cal OES and bay area OAs to develop long term planning strategies to support sustainment of Yellow Command operations.</li> </ul>	<p>40%</p> <p>40%</p>



Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
		<p>Convene and/or attend advisory and/or working groups as necessary, representing Bay Area UASI to ensure region-wide communication and participation in community preparedness and recovery related projects.</p>	<ul style="list-style-type: none"> <li>• Chair the Regional Catastrophic Planning Team (RCPT) Work Group. Coordinate and oversee related subcommittees and sub workgroups to effectively engage and include bay area input into UASI projects.</li> <li>• Represent BAUASI in meetings related to regional projects, policies, or procedures. These may include Mutual Aid Regional Advisory Committee (MARAC), Public Private Partnership advisory committees, California Emergency Services Association (CESA), and other stakeholder groups as appropriate.</li> </ul>	15%
		Project Monitoring	<ul style="list-style-type: none"> <li>• Monitor progress of assigned sub-grantee allocated projects on a quarterly basis.</li> </ul>	5%



**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal/ Objectives	Assignments and Responsibilities	Critical Tasks & Job Functions	Allocation of Time
<b>Srijesh Thapa</b>  Interoperable Communications and Emergency Planning Project Manager  SF DEM  8:30am – 5:30pm	<b>Goals 3 and 6</b>  Goal 3 – Communications  Goal 6- Community Preparedness and Public Outreach	Project Manager for interoperable communications and emergency planning projects, including managing projects and providing oversight to contractors  Provide regional coordination, monitoring, management, and oversight of grant- funded projects and programs.	<ul style="list-style-type: none"> <li>• Coordinate with BayRICS and the Interoperability Work Group to enhance interoperable communications in the region. Conduct a regional P25 interoperability assessment and address training and exercise needs</li> </ul>	30%
			<ul style="list-style-type: none"> <li>• Coordinate and support efforts to enhance regional public information and warning capabilities</li> </ul>	20%
			<ul style="list-style-type: none"> <li>• Coordinate with local, State, and Federal partners to develop and test catastrophic earthquake response plans for the Bay Area</li> </ul>	15%
			<ul style="list-style-type: none"> <li>• Implement and manage projects to enhance regional operational coordination and information sharing</li> </ul>	10%
			<ul style="list-style-type: none"> <li>• Communicate regularly with local, regional, State, and Federal partners, assess and respond to stakeholder concerns and issues, and provide updates on projects</li> </ul>	10%
			<ul style="list-style-type: none"> <li>• Prepare written status reports for Program Manager, General Manager, UASI Approval Authority, and other organizations as requested</li> </ul>	5%
			<ul style="list-style-type: none"> <li>• Maintain all records associated with project activities, work group meetings, and monitoring visits</li> </ul>	5%
<ul style="list-style-type: none"> <li>• Represent BAUASI in meetings related to regional projects, policies, or procedures</li> </ul>	5%			



**Bay Area Urban Area Security Initiative  
Work Plan Fiscal Year 2015-16**

Staff	UASI Goal	Assignments and Responsibility	Critical Tasks & Job Functions	Allocation of Time
<p><b>Eric Shanks</b>  Medical and Public Health Project Manager  9am-5pm  Monday and Tuesday</p>	<p><b>Goal 5</b>  Goal 5- Medical and Public Health</p>	<ul style="list-style-type: none"> <li>• Manage contracts for Medical and Public Health projects</li> <li>• Convene advisory and/or working groups as necessary, and attend meetings representing the division/department to ensure region-wide communication and participation in Public and Medical Health stakeholder meetings.</li> <li>• Participate in inter-departmental strategic planning, and identifying the mission, goals, and objectives of the UASI grant program, with a focus on integrating public health, community preparedness priorities into BAUASI projects and programs.</li> </ul>	<ul style="list-style-type: none"> <li>• Manage procurement process, including developing RFPs, negotiating contract schedules/project plans, drafting statements of work, assisting with recruitment/selection of RFP evaluators, and preparing recommendations for contract awards.</li> <li>• Serve as contract and project manager, working closely with the selected contractor and stakeholders throughout the region to ensure deliverables are completed well and on time.</li> <li>• Represent BAUASI in meetings related to regional projects, policies, or procedures.</li> <li>• Attend the following regional workgroups, providing updates as needed: <ul style="list-style-type: none"> <li>-Association of Bay Area Health Organizations (ABAHO)</li> <li>-Public Health Preparedness monthly work group</li> <li>-Bay Area Mass Prophylaxis Working Group (BAMPWG) monthly work group</li> <li>-Medical Health Operational Area Coordinator (MHOAC) quarterly work group</li> </ul> </li> <li>• Provide regional coordination, monitoring, management, and oversight of grant-funded projects and programs.</li> </ul>	<p>40%</p> <p>40%</p> <p>15%</p> <p>5%</p>



		<p>with sub-recipient awards affirmed in MOU agreements.</p> <ul style="list-style-type: none"><li>• Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. Evaluate and review grants financial and accounting operation, and work with project managers to review programmatic requirements of various grants.</li></ul>		
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		<p>nongovernment organizations.</p> <ul style="list-style-type: none"> <li>• Work with sub-recipients in reviewing and analyzing grant reimbursement requests to ensure expenditures incurred are in compliance with grant guidelines and are consistent with sub-recipient awards affirmed in MOU agreements.</li> <li>• Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. Evaluate and review grants financial and accounting operation, and work with project managers to review programmatic requirements of various grants.</li> <li>• Provide initial training for new grants analysts in areas of budget, accounting, purchasing activities, payroll analysis and reconciliation, as well as UASI grants model structure of projects and solution areas and grants administration.</li> <li>• Prepare written reports with comments and recommendations. Maintain monitoring records for Federal and State monitoring visits and audits.</li> </ul>		
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		<p>guidelines and are consistent with sub-recipient awards affirmed in MOU agreements.</p> <ul style="list-style-type: none"><li>• Perform regional sub-recipient monitoring field visits and desk reviews of grants activities. Evaluate and review grants financial and accounting operation, and work with project managers to review programmatic requirements of various grants.</li></ul>		
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**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

<b>Staff</b>	<b>UASI Goal</b>	<b>Assignments and Responsibility</b>	<b>Critical Tasks &amp; Job Functions</b>	<b>Allocation of Time</b>
<b>Ethan Baker</b> Emergency Services Coordinator II 8 am – 5 pm San Francisco	<b>Goals 1 - 8</b>	Project Planning Support	<ul style="list-style-type: none"> <li>• Provide support to all Regional Project Managers by preparing and editing regional project plan materials</li> <li>• Assist in stakeholder outreach; preparation of all outreach materials and documents</li> <li>• Training/exercise Project- Track all training class approval requests sent to Cal OES</li> </ul>	50%
	<b>Goals 1 - 8</b>	Website Planning and Administration	<ul style="list-style-type: none"> <li>• Plan and develop website improvements for public outreach</li> <li>• Post Approval Authority documents and audio files for monthly public meetings</li> <li>• Update, edit, and post planning documents as needed</li> <li>• Track stakeholder participation and feedback</li> <li>• Manage maintenance and hosting of site</li> <li>• Train staff and regional users how to upload documents and audio</li> <li>• Conduct quarterly demonstrations of website updates at staff meeting</li> </ul>	35%
	<b>Goals 1 - 8</b>	Strategic Planning for Bay Area UASI Outreach	<ul style="list-style-type: none"> <li>• Create PowerPoints, organizational charts, and other materials as needed to support planning staff</li> <li>• Prepare graphics and digital presentation materials for meetings and agenda items</li> <li>• Design layout for Annual Report- due each June</li> <li>• Develop and prepare quarterly Bay Area UASI Newsletter</li> <li>• Work with DEM to develop UASI Social Media Policies and procedures</li> </ul>	10%



			<ul style="list-style-type: none"> <li>• Conduct staff training on public outreach using social media</li> </ul>	
	<b>Goals 1 - 8</b>	Special Planning Projects	<ul style="list-style-type: none"> <li>• Assist with special projects as needed</li> </ul>	5%



**Bay Area Urban Areas Security Initiative  
Work Plan Fiscal Year 2015-16**

<b>Staff</b>	<b>UASI Goal</b>	<b>Assignments and Responsibility</b>	<b>Critical Tasks &amp; Job Functions</b>	<b>Allocation of Time</b>
<b>Mason Feldman</b>  Emergency Services Assistant  8 am – 5 pm San Francisco	<b>Management and Administration</b>	Coordinate logistics of Approval Authority meetings	<ul style="list-style-type: none"> <li>• Act as public liaison to the Approval Authority</li> <li>• Prepare, edit , and format documents to be submitted to the Approval Authority</li> <li>• Distribute documents to appropriate staff and Approval Authority members</li> <li>• Upload documents to UASI website</li> <li>• Maintain official records of meetings and official actions of the Approval Authority</li> <li>• Set up and attend Approval Authority meetings</li> </ul>	40%
	<b>Management and Administration</b>	Office Management and Administrative Support	<ul style="list-style-type: none"> <li>• Provide administrative support to Management Team</li> <li>• Coordinate logistics of weekly staff meetings</li> <li>• Act as liaison to Building Management</li> <li>• Manage the master calendar</li> <li>• Order office supplies</li> <li>• Provide technical support and maintain conference room equipment</li> <li>• Act as liaison to DEM Human Resources</li> <li>• Act as liaison to DEM Information Technology</li> </ul>	30%
	<b>Management and Administration</b>	Project Support	<ul style="list-style-type: none"> <li>• Assist Management Team with special projects including the quarterly newsletter, the annual report, website redesign, implementation of an online grants management system, consolidation of office space, and an inventory management system.</li> </ul>	30%

**Bay Area UASI Program  
FY2015-2016 Proposed Budget**

<b><u>Revenue Sources</u></b>	<b><u>Amount</u></b>
13 UASI (Planning and M&A)	\$ 300,878
14 UASI (Planning and M&A)	\$ 3,309,663
<b>TOTAL ALL SOURCES</b>	<b>\$ 3,610,541</b>

**Expenditures:**

<b><u>Personnel</u></b>	
Salaries and Fringes - Project Planning	\$ 2,013,145
Salaries and Fringes - Grants Management (M&A)	\$ 880,729
Salaries and Fringes - Compliance and Administration (M&A)	\$ 378,167
Subtotal	<b>\$ 3,272,041</b>

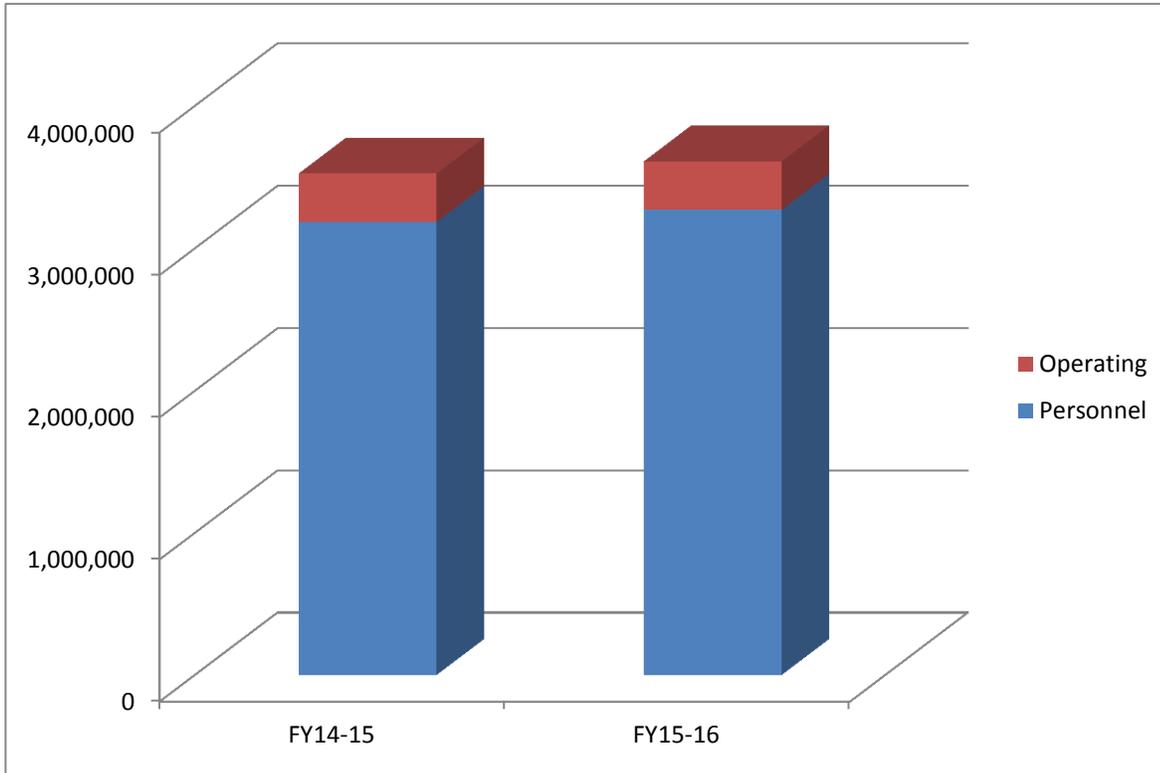
<b><u>Operating</u></b>	
Travel (Planning and M&A)	\$ 42,000
Rents and leases (M&A)	\$ 200,000
Copy machines, website, on-line meetings, phones (M&A)	\$ 38,500
Office supplies/printing (M&A)	\$ 25,000
City Attorney Services (review of MOUs and contracts) (M&A)	\$ 18,000
Legal Services (Approval Authority) (M&A)	\$ 15,000
Subtotal	<b>\$ 338,500</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 3,610,541</b>
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**UASI Management Team  
FY2015-2016 Personnel Detail**

<b>Classification / Jurisdiction</b>	<b>Job Title</b>	<b>Project</b>	<b>Salary</b>	<b>Fringe Benefits</b>	<b>Total</b>
<b><u>Project Management Team</u></b>					
0954 Mgr. VIII/SF	General Manager	Risk Mangement	192,764	67,467	260,231
0933 Mgr. VII/SF	Assistant General Manager	Risk Mangement	157,742	55,210	212,952
0932 Mgr. IV/SF	Lead Project Manager	Information Sharing	146,224	51,178	197,402
0931 Mgr III/SF	Resiliency & Recovery PM	Resiliency and Recovery	136,266	47,693	183,959
0931 Mgr III/SF	Whole Community and Communications PM	Whole Community and Communications	136,266	47,693	183,959
Sonoma	Risk Management PM	Risk Mangement	108,889	38,111	147,000
Contract	CBRNE PM	CBRNE Detection and Response	100,000		100,000
Alameda Cnty SO	Medical/Public Health PM	Medical and Public Health	74,360	58,484	132,844
Alameda Cnty SO	Training & Exercise PM	Training & Exercise Program	282,318	98,811	381,129
Captain/SF	SFPD Liaison	Risk Mangement	158,273	55,396	213,669
<b>Subtotal</b>			<b>1,493,101</b>	<b>520,043</b>	<b>2,013,145</b>
<b><u>Grants Management Unit</u></b>					
0932 Mgr. IV/SF	Chief Financial Officer	M&A	146,224	51,178	197,402
1824 Principal Admin Analyst/SF	Contract Specialist	M&A	117,364	41,077	158,441
1657 Acct IV/SF	Grants Accountant	M&A	112,918	39,521	152,439
1823 Sr Admin Analyst/SF	Grant Specialist	M&A	91,962	32,187	124,149
1823 Sr Admin Analyst/SF	Grant Specialist	M&A	91,962	32,187	124,149
1823 Sr Admin Analyst/SF	Grant Specialist	M&A	91,962	32,187	124,149
<b>Subtotal</b>			<b>652,392</b>	<b>228,337</b>	<b>880,729</b>
<b><u>Compliance and Administration</u></b>					
0931 Mgr III/SF	Compliance Manager	M&A	136,266	47,693	183,959
8602 ESC 2/SF	Planner	M&A	88,868	31,104	119,972
8600 ESC Assistant/SF	Admin Support	M&A	54,990	19,247	74,237
<b>Subtotal</b>			<b>280,124</b>	<b>98,043</b>	<b>378,167</b>
<b>TOTAL: UASI MANAGEMENT TEAM</b>			<b>2,425,617</b>	<b>846,423</b>	<b>3,272,041</b>

	<b>Personnel</b>	<b>Operating</b>		
<b>FY14-15</b>	3,186,073	338,500	3,524,573	
<b>FY15-16</b>	3,272,041	338,500	3,610,541	
<b>Increase</b>	85,968	-	85,968	2.44%





**To: Bay Area UASI Approval Authority**  
**From: Catherine Spaulding, Assistant General Manager**  
**Date: May 14, 2015**  
**Re: Item 4: FY15 Proposed Regional Projects**

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**Staff Recommendations:**

Approve the UASI FY15 proposed regional projects

**Action or Discussion Items:**

Action

**Discussion:**

On January 23, 2015, the Advisory Group met to provide recommendations to the General Manager concerning funding for FY15 regional projects. Please see Appendix A for a list of recommended projects and funding amounts.

In the February 2015 Approval Authority meeting, Members requested that the regional projects be presented directly to the Approval Authority for review and approval. The Management Team scheduled these presentations over the course of the April and May Approval Authority meetings. In today's (May 14<sup>th</sup>) meeting, proposers will hear the remaining regional proposals, listed in the table below. Please see Appendix B for the project proposals.

<b>Project</b>	<b>Proposer</b>	<b>Requested Amount</b>	<b>Recommended Allocation</b>
CopLink West Node	NCRIC	\$322,631	\$290,368
Aries	Contra Costa Sheriff	\$500,000	\$225,000
CopLink South Node	South Bay Info. Sharing System	\$240,000	\$198,000
Aries Solano	Solano Sheriff	\$138,000	\$90,000
BAMPWG Development and Sustainment	BAMPWG (Bay Area Mass Prophylaxis Working Group) via Contra Costa Health Department	\$150,000	\$75,000

**FY15 UASI REGIONAL ALLOCATIONS RECOMMENDED BY THE ADVISORY GROUP, JANUARY 2015**

<b>REGIONAL PROJECTS</b>							
ESTIMATED AVAILABLE FUNDING (FY15 PLANNING AMOUNT) = \$11,341,093							
Project Number	Agency	Project Name	Total Project Cost	Allocation Requested	Minimum Allocation Requested	Advisory Group Recommended Allocation	
CS01	Alameda County Sheriff's Office	Regional Training & Exercise Program	\$4,901,339	\$4,901,339	\$4,901,339	<b>\$4,901,339</b>	
CS02	NCRIC	Info Analysis, IP & Cyber Security	\$10,189,589	\$4,594,472	\$4,594,472	<b>\$4,594,472</b>	
CS03	Bay Area UASI Management Team	Yellow Command and Superbowl TTX	\$400,000	\$400,000	\$400,000	<b>\$350,000</b>	
CS04**	Contra Costa County Sheriff's Office	ARIES	\$500,000	\$500,000	\$250,000	<b>\$225,000</b>	
CS05**	NCRIC/County of San Mateo	West Bay Info Sharing System (COPLINK)	\$322,631	\$322,631	\$322,631	<b>\$290,368</b>	
CS06**	South Bay Information Sharing System	South Bay Information Sharing Project (COPLINK)	\$2,800,000	\$240,000	\$220,000	<b>\$198,000</b>	
CS07**	NCRIC	Regional Data Warehouse	\$625,000	\$375,000	\$275,000	<b>\$275,000</b>	
CS09**	Solano County Sheriff's Office	Solano ARIES - COPLINK Database Connection	\$138,000	\$138,000	\$100,000	<b>\$90,000</b>	
CS10	BayRICS Authority	BayLoop Regional Loop Upgrade	\$456,176	\$303,860	\$202,316	<b>\$202,316</b>	
CS11	BayRICS Authority	Regional Broadband/LMR Planning/Governance	\$284,359	\$190,509	\$109,000	<b>\$59,000</b>	
CS18	Bay Area UASI Management Team	Preventive Rad/Nuc Detection	\$1,219,650	\$419,200	\$225,000	<b>\$202,500</b>	
<b>TOTALS FOR ABOVE THE LINE PROJECTS:</b>			<b>\$21,836,744</b>	<b>\$12,385,011</b>	<b>\$11,599,758</b>	<b>\$11,387,995</b>	
** The Advisory Group recommends that next year all the information sharing projects (CS04, 5, 6, 7, and 9) collaborate to submit one, shared proposal. In addition, with their proposal next year they should provide a high-level three year strategy including key milestones/deliverables and a funding sustainability plan.							
<b>B01**</b>	CS04	Contra Costa County Sheriff's Office	ARIES	\$500,000	\$500,000	\$250,000	<b>\$25,000</b>
<b>B01**</b>	CS05	NCRIC/County of San Mateo	West Bay Info Sharing System (COPLINK)	\$322,631	\$322,631	\$322,631	<b>\$32,263</b>
<b>B01**</b>	CS06	South Bay Information Sharing System	South Bay Information Sharing Project (COPLINK)	\$2,800,000	\$240,000	\$220,000	<b>\$22,000</b>
<b>B01**</b>	CS09	Solano County Sheriff's Office	Solano ARIES - COPLINK Database Connection	\$138,000	\$138,000	\$100,000	<b>\$10,000</b>
<b>B02</b>	CS18	Bay Area UASI Management Team	Preventive Rad/Nuc Detection	\$1,219,650	\$419,200	\$225,000	<b>\$22,500</b>
<b>B03</b>	CS03	Bay Area UASI Management Team	Yellow Command and Superbowl TTX	\$400,000	\$400,000	\$400,000	<b>\$50,000</b>
<b>B04</b>	CS13	BAMPWG via Contra Costa Health Dept.	BAMPWG Development & Sustainment Project	\$250,000	\$200,000	\$150,000	<b>\$150,000</b>
<b>No funding</b>	CS08	Sonoma County Sheriff's Office	CalGang - #1 Field Data and #2 From Coplink	\$309,900	\$309,900	\$228,700	<b>\$0</b>
<b>No funding</b>	CS14	City of Palo Alto	Mobile Medical Patient Tracking App	\$91,000	\$91,000	\$50,000	<b>\$0</b>
<b>No funding</b>	CS12	ABAHO PHP via AICo Health Dept.	Regional PH-M Emergency Coordination	\$250,000	\$250,000	\$200,000	<b>\$0</b>
<b>No funding</b>	CS15	SF Dept of Emergency Management	Bay72 - Regional Community Preparedness	\$150,000	\$150,000	\$100,000	<b>\$0</b>
<b>No funding</b>	CS16	AICo General Services Agency	Children's Emergency Management ConOps	\$150,000	\$150,000	\$75,000	<b>\$0</b>
<b>No funding</b>	CS17	San Francisco Police Department	Hetch Hetchy Communication & Security	\$817,448	\$817,448	\$246,260	<b>\$0</b>
<b>TOTALS FOR BELOW THE LINE PROJECTS:</b>			<b>\$7,398,629</b>	<b>\$3,988,179</b>	<b>\$2,567,591</b>	<b>\$311,763</b>	
** The "B01" projects will equally share any additional funds up to the suggested below the line allocations.							



# FY2015 UASI PROJECT PROPOSAL FORM

**Stop: You must save this file and reopen in Adobe Reader before beginning work. Do not complete this application from your browser window.**

**Submissions will only be accepted from October 1, 2014 at 8:00 A.M. until October 31, 2014 at 5:00 P.M.**

## 1. OVERVIEW

<b>HUB, Core City or Regional</b>	<input type="text" value="Regional"/>	<b>Operational Area</b>	<input type="text" value="San Mateo County"/>
<b>Agency</b>	<input type="text" value="County of San Mateo"/>		
<b>Project Name</b>	<input type="text" value="West Bay Info Sharing System (COPLINK)"/>		
<b>Total Project Cost</b>	<input type="text" value="\$322,631.00"/>		
<b>Allocation Requested</b>	<input type="text" value="\$322,631.00"/>		
<b>Minimum Allocation Request</b>	<input type="text" value="\$322,631.00"/>		

## PROJECT LEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Mike Sena"/>	<b>Title</b>	<input type="text" value="Director"/>
<b>Business Phone</b>	<input type="text" value="(415) 436-8199"/>	<b>E-mail</b>	<input type="text" value="msena@ncric.ca.gov"/>
<b>Cell</b>	<input type="text" value="(415) 725-1000"/>	<b>Fax</b>	<input type="text" value="(415) 436-7484"/>

## DEPARTMENT HEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Greg Munks"/>	<b>Title</b>	<input type="text" value="Sheriff"/>
<b>Phone</b>	<input type="text" value="(650) 599-1664"/>	<b>E-mail</b>	<input type="text" value="gmunks@smcgov.org"/>
<b>Department Head Approval</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## 2. PROJECT DESCRIPTION

Provide a description of this project, including the planning, organization, equipment, training, and/or exercises that will be involved

### PROJECT SUMMARY

*Provide a brief description of your project.*

*A maximum of 375 character limit is allowed for this response*

The West Bay Information Sharing Systems Coordinator will support and expand the Information Sharing Systems project, including working with the vendor IBM i2 on the COPLINK system as well as with agencies within the NCRIC's area of responsibility to help facilitate data sharing solutions within the COPLINK system.

### PROJECT DESCRIPTION

*Describe the individual elements of your project using the POETE model (Planning, Organization, Equipment, training and Exercise). Be specific in your description.*

*A maximum of 1200 character limit is allowed for this response.*

Planning funds are being requested to pay for the planning services of the West Bay Information Sharing Systems Coordinator who will support and expand the Information Sharing Systems project. Equipment funds are being requested for IBM i2 COPLINK maintenance as well as for data source integration services. Such services will take the information, including booking records for prisoners booked into the County jail from all San Mateo County law enforcement agencies, and feed the valuable data into COPLINK, which will then be available to all regional partners to use to prevent, protect against and respond to a threatened or actual terrorist attack, major disaster or other emergency.

### PROJECT ACCOMPLISHMENT SUMMARY

*Provide a brief specific description of the results to be achieved by this investment.*

*A maximum of 375 character limit is allowed for this response.*

Through this data source integration service, the information in the County of San Mateo's ATIMS JMS will be fed into the West Bay Information Sharing System, COPLINK. The information in COPLINK will then be available to all regional partners to use to prevent, protect against and respond to a threatened or actual terrorist attack, major disaster or other emergency.

3. CORE CAPABILITIES For more information [CLICK HERE](#) to go to the FEMA Core Capabilities web page

Primary Core Capability

4. COMPLIANCE REQUIREMENTS

- Check Corresponding Box *Check all that apply***
- This project will require a Sole Source
  - This project will require an Environmental & Historic Preservation Form
  - This project will require an Watercraft Request Form
  - This project will require an Aviation Request Form
  - This project will require an Emergency Operation Center Request Form
  - This project will require a Performance Bond
  - This project will require grant funded personnel (no supplanting)

Forms Hyper Links: [SOLE SOURCE](#) [EHP](#) [EOC](#) [WATERCRAFT](#) [AVIATION](#)

5. POETE SOLUTION AREA

Provide the proposed funding amount to be obligated from this investment towards the primary Planning, Organization, Equipment, Training, and Exercises (POETE) Solution Area. (Please provide amounts for all that apply)

Planning	<input type="text" value="\$80,000.00"/>	
Organization	<input type="text" value="Fusion Center Only"/> <input type="text" value="0"/>	<b>THE ORGANIZATION FIELD IS FOR FUSION CENTER USE ONLY</b>
Equipment	<input type="text" value="\$242,631.00"/>	
Training	<input type="text" value="\$0.00"/>	
Exercises	<input type="text" value="\$0.00"/>	
<b>Total</b>	<input type="text" value="\$322,631.00"/>	
<b>LETPA Amount</b>	<input type="text" value="\$322,631.00"/>	(Law Enforcement Terrorism Prevention Activities)

For more information [CLICK HERE](#) to go to the FEMA Preparedness Grants Authorized Equipment List (RKB)

AEL#	<input type="text" value="13IT-00-DEXC Data Exchange and Interoperability"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$116,447.00"/>
AEL#	<input type="text" value="21GN-00-MAIN Maintenance"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$126,184.00"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$0.00"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$0.00"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text" value="0"/>	Amount	<input type="text" value="\$0.00"/>
AEL#	21GN-00-STAX Sales Tax			Sales Tax	<input type="text" value="\$0.00"/>
AEL#	21GN-00-SHIP Shipping			Shipping	<input type="text" value="\$0.00"/>
AEL#	21GN-00-INST Installation			Installation	<input type="text" value="\$0.00"/>
PERFORMANCE BOND ESTIMATION (1-4% OF EQUIPMENT COST)				Performance Bond	<input type="text" value="\$0.00"/>
				EQUIPMENT TOTAL	<input type="text" value="\$242,631.00"/>

## 6. ALIGNMENT WITH THE 2015 PRIORITY CAPABILITY OBJECTIVES AND BAY AREA HOMELAND SECURITY STRATEGY

For more information [CLICK HERE](#) to go to the 2014 Bay Area Homeland Security Strategy Goals and Objectives

Select only one goal and one objective for your project

Project Goal

Goal 1. Strengthen the Regional Risk Management and Planning Program

**Objective**

---

Goal 2. Enhance Information Analysis and Infrastructure Protection Capabilities

**Objective**

2.1: Enhance Intelligence Collection, Analysis and Sharing: The Bay Area has systems and procedures to effectively collect, analyze and timely share information and intelligence across federal, state, local, tribal, territorial, regional, and private sector entities to achieve coordinated awareness of, prevention of, protection against, mitigation of, and response to a threatened or actual terrorist attack, major disaster, or other emergency.

---

Goal 3. Strengthen Communications Capabilities

**Objective**

---

Goal 4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities

**Objective**

---

Goal 5. Enhance Medical and Public Health Preparedness

**Objective**

---

Goal 6. Strengthen Emergency Planning and Citizen Preparedness Capabilities

**Objective**

---

Goal 7. Enhance Recovery Capabilities

**Objective**

---

Goal 8. Enhance Homeland Security Exercise, Evaluation and Training Programs

**Objective**

## 7. PROJECT MILESTONES

Identify up to ten milestones to be achieved before the end of the twelve month period of performance under the FY 2015 UASI grant. Exact start and end dates of the period of performance are highly subject to change, due to currently unknown state and federal guidance. Our current best guess of the time frame is December 1, 2015 to December 31, 2016. Some Milestones can be achieved prior to the allocation of funding. No purchases can be made prior to completing the execution of your MOU. **For dates use (mm-dd-yyyy). Project Time is the number of months, round up**

**Project Start**  **Project End**  **Project Time**

**Milestone #1**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #2**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #3**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #4**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #5**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #6**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #7**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #8**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #9**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #10**

# of days **from** the Project Start Date to complete this Milestone:

## 8. RESOURCE TYPING

Complete this section for Equipment and Training Projects only

### Instructions:

1. Choose from the drop-down menu to select whether the project is equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.
- 1a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.
2. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .
3. Choose the Primary Core Capability that the Typed Resource supports.
4. Enter the cost of the equipment or training.
5. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

For more information [CLICK HERE](#) to go to the FEMA Resource Typing web site

<b>Equipment or Training</b>	<input type="text" value="Equipment"/>
<b>NIMS Typed Disciplines</b>	<input type="text" value="State / Local Other (provide in comments section)"/> <input type="text" value="Intelligence and Information Sharing"/>
<b>NIMS Typed Resource Supported</b>	<input type="text" value="State / Local Other (provide in comments section)"/> <input type="text" value="Intelligence and Information Sharing"/>
<b>NIMS Type #</b>	<input type="text"/> <input type="text"/>
<b>State/Local Typed Resource Supported (if applicable)</b>	<input type="text" value="N/A"/>
<b>Typed Equipment to be Purchased</b>	<input type="text" value="IBM i2 COPLINK maintenance &amp; data source integration services to feed ATIMS information into COPLINK"/>
<b># of Personnel Trained for Typed Teams</b>	<input type="text"/> <b># of Typed Teams Trained</b> <input type="text"/>
<b>Sustain Current Capability or Add New Capability</b>	<input type="text" value="Sustain Current"/>
<b>Primary Core Capability Supported</b>	<input type="text" value="Intelligence and Information Sharing"/>
<b>Cost of Typed Equipment or Training</b>	<input type="text" value="\$242,631.00"/>
<b>Comments</b> <i>A maximum of 300 character limit is allowed for this response</i>	<input type="text"/>

**BEFORE YOU SUBMIT YOUR PROJECT PROPOSAL, PLEASE SAVE THE FILE AND EMAIL IT TO: [david.frazer@sonoma-county.org](mailto:david.frazer@sonoma-county.org) Report any problems to David Frazer 707-565-1108.**



# FY2015 UASI PROJECT PROPOSAL FORM

**Stop: You must save this file and reopen in Adobe Reader before beginning work. Do not complete this application from your browser window.**

**Submissions will only be accepted from October 1, 2014 at 8:00 A.M. until October 31, 2014 at 5:00 P.M.**

## 1. OVERVIEW

<b>HUB, Core City or Regional</b>	<input type="text" value="Regional"/>	<b>Operational Area</b>	<input type="text" value="Contra Costa County"/>
<b>Agency</b>	<input type="text" value="Contra Costa County Sheriff's Office"/>		
<b>Project Name</b>	<input type="text" value="ARIES"/>		
<b>Total Project Cost</b>	<input type="text" value="\$500,000.00"/>		
<b>Allocation Requested</b>	<input type="text" value="\$500,000.00"/>		
<b>Minimum Allocation Request</b>	<input type="text" value="\$250,000.00"/>		

## PROJECT LEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Jason Vorhauer"/>	<b>Title</b>	<input type="text" value="Lieutenant"/>
<b>Business Phone</b>	<input type="text" value="925-313-2476"/>	<b>E-mail</b>	<input type="text" value="Jvorh@so.cccounty.us"/>
<b>Cell</b>	<input type="text" value="925-864-0006"/>	<b>Fax</b>	<input type="text" value="925-313-2409"/>

## DEPARTMENT HEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Roxane Gruenheid"/>	<b>Title</b>	<input type="text" value="Captain"/>
<b>Phone</b>	<input type="text" value="925-383-2410"/>	<b>E-mail</b>	<input type="text" value="Rgrue@so.cccounty.us"/>
<b>Department Head Approval</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## 2. PROJECT DESCRIPTION

Provide a description of this project, including the planning, organization, equipment, training, and/or exercises that will be involved

### PROJECT SUMMARY

*Provide a brief description of your project.*

*A maximum of 375 character limit is allowed for this response*

This proposal is to upgrade the 16 applications within ARIES and to assist in mapping bay area agency's data. ARIES is used by over 90 agencies for data analysis and at least 30 agencies between four bay area counties contribute dispatch and record data. This upgrade will allow agencies and users to make better decisions, utilize assets and prepare for future events.

### PROJECT DESCRIPTION

*Describe the individual elements of your project using the POETE model (Planning, Organization, Equipment, training and Exercise). Be specific in your description.*

*A maximum of 1200 character limit is allowed for this response.*

In an effort to continue serving and providing new tools to regional agencies, Contra Costa ARIES proposes a complete redevelopment of all its tools and applications with the latest technology platforms. This upgrade will transform ARIES into a more efficient, robust and user friendly data sharing system. With this upgrade we'll be able to assist mapping new bay area law enforcement agencies data into the east bay data warehouse. This will help the regional and member agencies query and solve crimes faster. Data contained in east bay data warehouse will be shared with Coplink/NCRIC. The ability of law enforcement agencies to understand and decrease crime rates within a given area is largely dependent on their access to data. Providing officers and law enforcement agencies with efficient and effective tools for driving down crime, thwarting gang activity and countering terrorist threats is critical to sustaining and improving results. With the updated tools and systems, the law enforcement community will be able to combine the knowledge of our officers with powerful analytical, visualization and decision support tools to speed connecting suspects and associates with their crimes.

### PROJECT ACCOMPLISHMENT SUMMARY

*Provide a brief specific description of the results to be achieved by this investment.*

*A maximum of 375 character limit is allowed for this response.*

The identified ARIES software vendor will update the 16 existing applications and assist mapping bay area agencies data to be stored in East Bay Data Warehouse. ARIES will be able to create consolidated reports, consolidated search features, and visualize information. We would like expand our ability to share data with regional agency's and Coplink/NCRIC.

3. CORE CAPABILITIES For more information [CLICK HERE](#) to go to the FEMA Core Capabilities web page

Primary Core Capability

4. COMPLIANCE REQUIREMENTS

- Check Corresponding Box *Check all that apply***
- This project will require a Sole Source
  - This project will require an Environmental & Historic Preservation Form
  - This project will require a Watercraft Request Form
  - This project will require an Aviation Request Form
  - This project will require an Emergency Operation Center Request Form
  - This project will require a Performance Bond
  - This project will require grant funded personnel (no supplanting)

Forms Hyper Links: [SOLE SOURCE](#) [EHP](#) [EOC](#) [WATERCRAFT](#) [AVIATION](#)

5. POETE SOLUTION AREA

Provide the proposed funding amount to be obligated from this investment towards the primary Planning, Organization, Equipment, Training, and Exercises (POETE) Solution Area. (Please provide amounts for all that apply)

Planning	<input type="text"/>	
Organization	<input type="text" value="Blank"/>	<b>THE ORGANIZATION FIELD IS FOR FUSION CENTER USE ONLY</b>
	<input type="text"/>	
Equipment	<input type="text" value="\$500,000.00"/>	
Training	<input type="text" value="\$0.00"/>	
Exercises	<input type="text" value="\$0.00"/>	
<b>Total</b>	<input type="text" value="\$500,000.00"/>	
<b>LETPA Amount</b>	<input type="text"/>	(Law Enforcement Terrorism Prevention Activities)

For more information [CLICK HERE](#) to go to the FEMA Preparedness Grants Authorized Equipment List (RKB)

AEL#	<input type="text" value="04AP-04-RISK Software, Risk Management"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$495,000.00"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
<b>AEL#</b>	<b>21GN-00-STAX Sales Tax</b>			<b>Sales Tax</b>	<input type="text" value="\$0.00"/>
<b>AEL#</b>	<b>21GN-00-SHIP Shipping</b>			<b>Shipping</b>	<input type="text" value="\$0.00"/>
<b>AEL#</b>	<b>21GN-00-INST Installation</b>			<b>Installation</b>	<input type="text" value="\$0.00"/>
PERFORMANCE BOND ESTIMATION (1-4% OF EQUIPMENT COST)				Performance Bond	<input type="text" value="\$5,000.00"/>
				EQUIPMENT TOTAL	<input type="text" value="\$500,000.00"/>

## 6. ALIGNMENT WITH THE 2015 PRIORITY CAPABILITY OBJECTIVES AND BAY AREA HOMELAND SECURITY STRATEGY

For more information [CLICK HERE](#) to go to the 2014 Bay Area Homeland Security Strategy Goals and Objectives

Select only one goal and one objective for your project

Project Goal

Goal 1. Strengthen the Regional Risk Management and Planning Program

**Objective**

---

Goal 2. Enhance Information Analysis and Infrastructure Protection Capabilities

**Objective**

2.1: Enhance Intelligence Collection, Analysis and Sharing: The Bay Area has systems and procedures to effectively collect, analyze and timely share information and intelligence across federal, state, local, tribal, territorial, regional, and private sector entities to achieve coordinated awareness of, prevention of, protection against, mitigation of, and response to a threatened or actual terrorist attack, major disaster, or other emergency.

---

Goal 3. Strengthen Communications Capabilities

**Objective**

---

Goal 4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities

**Objective**

---

Goal 5. Enhance Medical and Public Health Preparedness

**Objective**

---

Goal 6. Strengthen Emergency Planning and Citizen Preparedness Capabilities

**Objective**

---

Goal 7. Enhance Recovery Capabilities

**Objective**

---

Goal 8. Enhance Homeland Security Exercise, Evaluation and Training Programs

**Objective**

## 7. PROJECT MILESTONES

Identify up to ten milestones to be achieved before the end of the twelve month period of performance under the FY 2015 UASI grant. Exact start and end dates of the period of performance are highly subject to change, due to currently unknown state and federal guidance. Our current best guess of the time frame is December 1, 2015 to December 31, 2016. Some Milestones can be achieved prior to the allocation of funding. No purchases can be made prior to completing the execution of your MOU. **For dates use (mm-dd-yyyy). Project Time is the number of months, round up**

**Project Start**  **Project End**  **Project Time**

**Milestone #1**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #2**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #3**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #4**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #5**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #6**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #7**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #8**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #9**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #10**

# of days **from** the Project Start Date to complete this Milestone:

## 8. RESOURCE TYPING

**Complete this section for Equipment and Training Projects only**

### Instructions:

1. Choose from the drop-down menu to select whether the project is equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.
- 1a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.
2. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .
3. Choose the Primary Core Capability that the Typed Resource supports.
4. Enter the cost of the equipment or training.
5. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

For more information [CLICK HERE](#) to go to the FEMA Resource Typing web site

<b>Equipment or Training</b>	<input type="text" value="Equipment"/>
<b>NIMS Typed Disciplines</b>	<input type="text" value="State / Local Other (provide in comments section)"/> <input type="text" value="Crime Analysis Application"/>
<b>NIMS Typed Resource Supported</b>	<input type="text" value="State / Local Other (provide in comments section)"/> <input type="text" value="Crime Analysis Application"/>
<b>NIMS Type #</b>	<input type="text" value="NIMS or State / Local Other (provide in comments section)"/> <input type="text" value="Crime Analysis Application"/>
<b>State/Local Typed Resource Supported (if applicable)</b>	<input type="text"/>
<b>Typed Equipment to be Purchased</b>	<input type="text" value="Crime Analysis Application"/>
<b># of Personnel Trained for Typed Teams</b>	<input type="text" value="1000"/>
<b># of Typed Teams Trained</b>	<input type="text" value="90"/>
<b>Sustain Current Capability or Add New Capability</b>	<input type="text" value="Add New"/>
<b>Primary Core Capability Supported</b>	<input type="text" value="Intelligence and Information Sharing"/>
<b>Cost of Typed Equipment or Training</b>	<input type="text" value="\$500,000.00"/>
<b>Comments</b> <i>A maximum of 300 character limit is allowed for this response</i>	<input type="text" value="This proposal is to upgrade 16 application within ARIES. Additionally, we would like to assist in data mapping regional agencies."/>

**BEFORE YOU SUBMIT YOUR PROJECT PROPOSAL, PLEASE SAVE THE FILE AND EMAIL IT TO: [david.frazer@sonoma-county.org](mailto:david.frazer@sonoma-county.org) Report any problems to David Frazer 707-565-1108.**



# FY2015 UASI PROJECT PROPOSAL FORM

**Stop: You must save this file and reopen in Adobe Reader before beginning work. Do not complete this application from your browser window.**

**Submissions will only be accepted from October 1, 2014 at 8:00 A.M. until October 31, 2014 at 5:00 P.M.**

## 1. OVERVIEW

<b>HUB, Core City or Regional</b>	<input type="text" value="South"/>	<b>Operational Area</b>	<input type="text" value="Santa Clara County"/>
<b>Agency</b>	<input type="text" value="South Bay Information Sharing System"/>		
<b>Project Name</b>	<input type="text" value="South Bay Information Sharing Project"/>		
<b>Total Project Cost</b>	<input type="text" value="\$2,800,000.00"/>		
<b>Allocation Requested</b>	<input type="text" value="\$240,000.00"/>		
<b>Minimum Allocation Request</b>	<input type="text" value="\$220,000.00"/>		

## PROJECT LEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Juan Gallardo"/>	<b>Title</b>	<input type="text" value="IS Director"/>
<b>Business Phone</b>	<input type="text" value="4088084663"/>	<b>E-mail</b>	<input type="text" value="juan.gallardo@sheriff.sccgov.org"/>
<b>Cell</b>	<input type="text" value="4084216830"/>	<b>Fax</b>	<input type="text" value="4088084655"/>

## DEPARTMENT HEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Denise Turner"/>	<b>Title</b>	<input type="text" value="Chief of Police - Gilroy PD"/>
<b>Phone</b>	<input type="text" value="408-846-0315"/>	<b>E-mail</b>	<input type="text" value="Denise.Turner@ci.gilroy.ca.us"/>
<b>Department Head Approval</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## 2. PROJECT DESCRIPTION

Provide a description of this project, including the planning, organization, equipment, training, and/or exercises that will be involved

### PROJECT SUMMARY

*Provide a brief description of your project.*

*A maximum of 375 character limit is allowed for this response*

Project request is for sustaining the South Bay Information Sharing System, currently connecting law enforcement data from the four South Bay Counties. SBISS has Linked to 15 regional sharing systems in the Western United States including a Link to the Federal Bureau of Investigations National Data Exchange (N-DEx).

### PROJECT DESCRIPTION

*Describe the individual elements of your project using the POETE model (Planning, Organization, Equipment, training and Exercise). Be specific in your description.*

*A maximum of 1200 character limit is allowed for this response.*

The funding to date has been expended on creating and maintaining the South Bay Information Sharing System (SBISS) node with the i2/IBM product "COPLINK." This has paid for hardware, integration costs, project management, connectivity and services to implement the system consisting of dataset integration from 36 member agencies and will include 5 member re-integrations over the next year. The system connects the Records Management Systems, Jail Management Systems, Case Management and Mugshot systems of law enforcement agencies in Santa Clara, Santa Cruz, Monterey and San Benito Counties. Additionally, with the completion of the SBISS License Plate Recognition (LPR) data warehouse, Facial Recognition and Probationer alerts modules we are now entering a well established maintenance phase of our sharing system. As a result, there is an increased need to ensure the system capabilities are maintained. The maintenance of the additional modules, re-integrations and especially the LPR datasource are critical sources of information to the SBISS node as well as to those regional sharing systems that depend on continued access to our law enforcement data.

### PROJECT ACCOMPLISHMENT SUMMARY

*Provide a brief specific description of the results to be achieved by this investment.*

*A maximum of 375 character limit is allowed for this response.*

SBISS has signed MOU's that enable data sharing with 15 regional sharing systems in the Western United States including a Link to the Federal Bureau of Investigations National Data Exchange (N-DEx). Sustainment funding would allow SBISS to continue being an established source of information to thousands of other law enforcement personnel throughout the United States.

3. CORE CAPABILITIES For more information [CLICK HERE](#) to go to the FEMA Core Capabilities web page

Primary Core Capability

4. COMPLIANCE REQUIREMENTS

- Check Corresponding Box *Check all that apply***
- This project will require a Sole Source
  - This project will require an Environmental & Historic Preservation Form
  - This project will require a Watercraft Request Form
  - This project will require an Aviation Request Form
  - This project will require an Emergency Operation Center Request Form
  - This project will require a Performance Bond
  - This project will require grant funded personnel (no supplanting)

Forms Hyper Links: [SOLE SOURCE](#) [EHP](#) [EOC](#) [WATERCRAFT](#) [AVIATION](#)

5. POETE SOLUTION AREA

Provide the proposed funding amount to be obligated from this investment towards the primary Planning, Organization, Equipment, Training, and Exercises (POETE) Solution Area. (Please provide amounts for all that apply)

Planning	<input type="text"/>	
Organization	<input type="text"/>	<b>THE ORGANIZATION FIELD IS FOR FUSION CENTER USE ONLY</b>
	<input type="text"/>	
Equipment	<input type="text" value="\$240,000.00"/>	
Training	<input type="text"/>	
Exercises	<input type="text"/>	
<b>Total</b>	<input type="text" value="\$240,000.00"/>	
<b>LETPA Amount</b>	<input type="text"/>	(Law Enforcement Terrorism Prevention Activities)

For more information [CLICK HERE](#) to go to the FEMA Preparedness Grants Authorized Equipment List (RKB)

AEL#	<input type="text" value="21GN-00-MAIN Maintenance"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$220,000.00"/>
AEL#	<input type="text" value="21GN-00-TRNG Training"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$20,000.00"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	21GN-00-STAX Sales Tax			Sales Tax	<input type="text" value="\$0.00"/>
AEL#	21GN-00-SHIP Shipping			Shipping	<input type="text" value="\$0.00"/>
AEL#	21GN-00-INST Installation			Installation	<input type="text" value="\$0.00"/>
PERFORMANCE BOND ESTIMATION (1-4% OF EQUIPMENT COST)				Performance Bond	<input type="text"/>
				EQUIPMENT TOTAL	<input type="text" value="\$240,000.00"/>

## 6. ALIGNMENT WITH THE 2015 PRIORITY CAPABILITY OBJECTIVES AND BAY AREA HOMELAND SECURITY STRATEGY

For more information [CLICK HERE](#) to go to the 2014 Bay Area Homeland Security Strategy Goals and Objectives

Select only one goal and one objective for your project

Project Goal

Goal 1. Strengthen the Regional Risk Management and Planning Program

**Objective**

---

Goal 2. Enhance Information Analysis and Infrastructure Protection Capabilities

**Objective**

2.1: Enhance Intelligence Collection, Analysis and Sharing: The Bay Area has systems and procedures to effectively collect, analyze and timely share information and intelligence across federal, state, local, tribal, territorial, regional, and private sector entities to achieve coordinated awareness of, prevention of, protection against, mitigation of, and response to a threatened or actual terrorist attack, major disaster, or other emergency.

---

Goal 3. Strengthen Communications Capabilities

**Objective**

---

Goal 4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities

**Objective**

---

Goal 5. Enhance Medical and Public Health Preparedness

**Objective**

---

Goal 6. Strengthen Emergency Planning and Citizen Preparedness Capabilities

**Objective**

---

Goal 7. Enhance Recovery Capabilities

**Objective**

---

Goal 8. Enhance Homeland Security Exercise, Evaluation and Training Programs

**Objective**

## 7. PROJECT MILESTONES

Identify up to ten milestones to be achieved before the end of the twelve month period of performance under the FY 2015 UASI grant. Exact start and end dates of the period of performance are highly subject to change, due to currently unknown state and federal guidance. Our current best guess of the time frame is December 1, 2015 to December 31, 2016. Some Milestones can be achieved prior to the allocation of funding. No purchases can be made prior to completing the execution of your MOU. **For dates use (mm-dd-yyyy). Project Time is the number of months, round up**

Project Start

12-01-15

Project End

12-31-16

Project Time

13

### Milestone #1

Other (Must fill in following Field)

Obtain Statements of Work and Quotes for Maintenance

# of days **from** the Project Start Date to complete this Milestone:

40

### Milestone #2

Sole Source Approval

# of days **from** the Project Start Date to complete this Milestone:

80

### Milestone #3

Project Completion

# of days **from** the Project Start Date to complete this Milestone:

365

### Milestone #4

Submit Reimbursement Documentation

# of days **from** the Project Start Date to complete this Milestone:

395

### Milestone #5

Blank

# of days **from** the Project Start Date to complete this Milestone:

0

### Milestone #6

Blank

# of days **from** the Project Start Date to complete this Milestone:

0

### Milestone #7

Blank

# of days **from** the Project Start Date to complete this Milestone:

0

### Milestone #8

Blank

# of days **from** the Project Start Date to complete this Milestone:

0

### Milestone #9

Blank

# of days **from** the Project Start Date to complete this Milestone:

0

### Milestone #10

Blank

# of days **from** the Project Start Date to complete this Milestone:

## 8. RESOURCE TYPING

**Complete this section for Equipment and Training Projects only**

Instructions:

1. Choose from the drop-down menu to select whether the project is equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.

1a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.

2. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .

3. Choose the Primary Core Capability that the Typed Resource supports.

4. Enter the cost of the equipment or training.

5. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

For more information [CLICK HERE](#) to go to the FEMA Resource Typing web site

**Equipment or Training**

**NIMS Typed Disciplines**

**NIMS Typed Resource Supported**

**NIMS Type #**

**State/Local Typed Resource Supported (if applicable)**

**Typed Equipment to be Purchased**

**# of Personnel Trained for Typed Teams**

 **# of Typed Teams Trained** 

**Sustain Current Capability or Add New Capability**

**Primary Core Capability Supported**

**Cost of Typed Equipment or Training**

**Comments**

*A maximum of 300 character limit is allowed for this response*

From the initial implementation of Coplink, SBISS cost sharing has been in place for host sites costs and resource support. This year's SBISS sustainment request accounts for only 9% of the initial system implementation cost.

**BEFORE YOU SUBMIT YOUR PROJECT PROPOSAL, PLEASE SAVE THE FILE AND EMAIL IT TO: [david.frazer@sonoma-county.org](mailto:david.frazer@sonoma-county.org) Report any problems to David Frazer 707-565-1108.**



# FY2015 UASI PROJECT PROPOSAL FORM

**Stop: You must save this file and reopen in Adobe Reader before beginning work. Do not complete this application from your browser window.**

**Submissions will only be accepted from October 1, 2014 at 8:00 A.M. until October 31, 2014 at 5:00 P.M.**

## 1. OVERVIEW

<b>HUB, Core City or Regional</b>	<input type="text" value="Regional"/>	<b>Operational Area</b>	<input type="text" value="Solano County"/>
<b>Agency</b>	<input type="text" value="Solano County Sheriff's Office"/>		
<b>Project Name</b>	<input type="text" value="Solano ARIES - COPLINK Database Connecto"/>		
<b>Total Project Cost</b>	<input type="text" value="\$138,000.00"/>		
<b>Allocation Requested</b>	<input type="text" value="\$138,000.00"/>		
<b>Minimum Allocation Request</b>	<input type="text" value="\$100,000.00"/>		

## PROJECT LEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Shakeel Ajam"/>	<b>Title</b>	<input type="text" value="Principal Analyst"/>
<b>Business Phone</b>	<input type="text" value="7077843052"/>	<b>E-mail</b>	<input type="text" value="sajam@solanocounty.com"/>
<b>Cell</b>	<input type="text" value="7073981803"/>	<b>Fax</b>	<input type="text" value="7073981803"/>

## DEPARTMENT HEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Thomas A. Ferrara"/>	<b>Title</b>	<input type="text" value="Sheriff-Coroner"/>
<b>Phone</b>	<input type="text" value="7077847030"/>	<b>E-mail</b>	<input type="text" value="tferrara@solanocounty.com"/>
<b>Department Head Approval</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## 2. PROJECT DESCRIPTION

Provide a description of this project, including the planning, organization, equipment, training, and/or exercises that will be involved

### PROJECT SUMMARY

*Provide a brief description of your project.*

*A maximum of 375 character limit is allowed for this response*

Create a Solano LE data warehouse and connectors to share Solano LE agency records systems data regionally via the the multi-county Advanced Regional Information Exchange System (ARIES) which connects with CopLINK and provides statewide sharing with the goal to allow collaborative detection, and prevention of terrorism-related and other types of criminal activity.

### PROJECT DESCRIPTION

*Describe the individual elements of your project using the POETE model (Planning, Organization, Equipment, training and Exercise). Be specific in your description.*

*A maximum of 1200 character limit is allowed for this response.*

ARIES connects to statewide CopLink via an ARIES-CopLink data warehouse. In order for participating Solano LEA's to share their LE data, Solano must create a local copy of the CCC ARIES data warehouse and populate it with local LEA data via data-connectors. The ARIES project will connect to this Solano extension of their data warehouse and make it available along with the other ARIES data to CopLink. Once the Solano data warehouse and connectors are in production, local Solano LEA data will flow automatically to CopLink via ARIES and be available to CopLink users, thus making the regional data-sharing, a statewide data-sharing. Solano participating LE agencies are: Solano Sheriff Office RMS & JAIL; Benicia Police Department RMS; Suisun Police Department RMS; Fairfield Police Department RMS; Vallejo Police Department RMS. The Solano-ARIES-Coplink connections provide a means for Solano LEA's to collaboratively share information to detect and prevent terrorism-related and other types of criminal activity.

### PROJECT ACCOMPLISHMENT SUMMARY

*Provide a brief specific description of the results to be achieved by this investment.*

*A maximum of 375 character limit is allowed for this response.*

Achieve connectivity between the participating Solano LEA databases to the Solano Data Warehouse and ultimately the Contra Costa County ARIES data warehouse and Statewide via COPLINK.

3. CORE CAPABILITIES For more information [CLICK HERE](#) to go to the FEMA Core Capabilities web page

Primary Core Capability

4. COMPLIANCE REQUIREMENTS

- Check Corresponding Box *Check all that apply***
- This project will require a Sole Source
  - This project will require an Environmental & Historic Preservation Form
  - This project will require a Watercraft Request Form
  - This project will require an Aviation Request Form
  - This project will require an Emergency Operation Center Request Form
  - This project will require a Performance Bond
  - This project will require grant funded personnel (no supplanting)

Forms Hyper Links: [SOLE SOURCE](#) [EHP](#) [EOC](#) [WATERCRAFT](#) [AVIATION](#)

5. POETE SOLUTION AREA

Provide the proposed funding amount to be obligated from this investment towards the primary Planning, Organization, Equipment, Training, and Exercises (POETE) Solution Area. (Please provide amounts for all that apply)

Planning	<input type="text"/>	
Organization	<input type="text"/>	<b>THE ORGANIZATION FIELD IS FOR FUSION CENTER USE ONLY</b>
	<input type="text"/>	
Equipment	<input type="text" value="\$138,000.00"/>	
Training	<input type="text"/>	
Exercises	<input type="text"/>	
<b>Total</b>	<input type="text" value="\$138,000.00"/>	
<b>LETPA Amount</b>	<input type="text"/>	(Law Enforcement Terrorism Prevention Activities)

For more information [CLICK HERE](#) to go to the FEMA Preparedness Grants Authorized Equipment List (RKB)

AEL#	<input type="text" value="04HW-01-INHW Hardware, Computer, Integrated"/>	QTY	<input type="text" value="1"/>	Amount	<input type="text" value="\$135,777.00"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	21GN-00-STAX Sales Tax			Sales Tax	<input type="text" value="\$2,223.00"/>
AEL#	21GN-00-SHIP Shipping			Shipping	<input type="text"/>
AEL#	21GN-00-INST Installation			Installation	<input type="text"/>
PERFORMANCE BOND ESTIMATION (1-4% OF EQUIPMENT COST)				Performance Bond	<input type="text"/>
				EQUIPMENT TOTAL	<input type="text" value="\$138,000.00"/>

## 6. ALIGNMENT WITH THE 2015 PRIORITY CAPABILITY OBJECTIVES AND BAY AREA HOMELAND SECURITY STRATEGY

For more information [CLICK HERE](#) to go to the 2014 Bay Area Homeland Security Strategy Goals and Objectives

Select only one goal and one objective for your project

Project Goal

Goal 1. Strengthen the Regional Risk Management and Planning Program

**Objective**

---

Goal 2. Enhance Information Analysis and Infrastructure Protection Capabilities

**Objective**

2.1: Enhance Intelligence Collection, Analysis and Sharing: The Bay Area has systems and procedures to effectively collect, analyze and timely share information and intelligence across federal, state, local, tribal, territorial, regional, and private sector entities to achieve coordinated awareness of, prevention of, protection against, mitigation of, and response to a threatened or actual terrorist attack, major disaster, or other emergency.

---

Goal 3. Strengthen Communications Capabilities

**Objective**

---

Goal 4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities

**Objective**

---

Goal 5. Enhance Medical and Public Health Preparedness

**Objective**

---

Goal 6. Strengthen Emergency Planning and Citizen Preparedness Capabilities

**Objective**

---

Goal 7. Enhance Recovery Capabilities

**Objective**

---

Goal 8. Enhance Homeland Security Exercise, Evaluation and Training Programs

**Objective**

## 7. PROJECT MILESTONES

Identify up to ten milestones to be achieved before the end of the twelve month period of performance under the FY 2015 UASI grant. Exact start and end dates of the period of performance are highly subject to change, due to currently unknown state and federal guidance. Our current best guess of the time frame is December 1, 2015 to December 31, 2016. Some Milestones can be achieved prior to the allocation of funding. No purchases can be made prior to completing the execution of your MOU. **For dates use (mm-dd-yyyy). Project Time is the number of months, round up**

**Project Start**  **Project End**  **Project Time**

**Milestone #1**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #2**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #3**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #4**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #5**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #6**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #7**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #8**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #9**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #10**

# of days **from** the Project Start Date to complete this Milestone:

## 8. RESOURCE TYPING

**Complete this section for Equipment and Training Projects only**

### Instructions:

1. Choose from the drop-down menu to select whether the project is equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.
- 1a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.
2. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .
3. Choose the Primary Core Capability that the Typed Resource supports.
4. Enter the cost of the equipment or training.
5. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

For more information [CLICK HERE](#) to go to the FEMA Resource Typing web site

<b>Equipment or Training</b>	<input type="text" value="Equipment"/>
<b>NIMS Typed Disciplines</b>	<input type="text" value="Law Enforcement"/> <input type="text"/>
<b>NIMS Typed Resource Supported</b>	<input type="text" value="State / Local Other (provide in comments section)"/> <input type="text" value="Law Enforcement"/>
<b>NIMS Type #</b>	<input type="text" value="NIMS or State / Local Other (provide in comments section)"/> <input type="text" value="Law Enforcement"/>
<b>State/Local Typed Resource Supported (if applicable)</b>	<input type="text"/>
<b>Typed Equipment to be Purchased</b>	<input type="text" value="Computer Hardware and Interfaces"/>
<b># of Personnel Trained for Typed Teams</b>	<input type="text"/> <b># of Typed Teams Trained</b> <input type="text"/>
<b>Sustain Current Capability or Add New Capability</b>	<input type="text" value="Add New"/>
<b>Primary Core Capability Supported</b>	<input type="text" value="Intelligence and Information Sharing"/>
<b>Cost of Typed Equipment or Training</b>	<input type="text" value="\$138,000.00"/>
<b>Comments</b> <i>A maximum of 300 character limit is allowed for this response</i>	<input type="text"/>

**BEFORE YOU SUBMIT YOUR PROJECT PROPOSAL, PLEASE SAVE THE FILE AND EMAIL IT TO: [david.frazer@sonoma-county.org](mailto:david.frazer@sonoma-county.org) Report any problems to David Frazer 707-565-1108.**



# FY2015 UASI PROJECT PROPOSAL FORM

**Stop: You must save this file and reopen in Adobe Reader before beginning work. Do not complete this application from your browser window.**

**Submissions will only be accepted from October 1, 2014 at 8:00 A.M. until October 31, 2014 at 5:00 P.M.**

## 1. OVERVIEW

<b>HUB, Core City or Regional</b>	<input type="text" value="Regional"/>	<b>Operational Area</b>	<input type="text" value="Contra Costa County"/>
<b>Agency</b>	<input type="text" value="Contra Costa Health Services"/>		
<b>Project Name</b>	<input type="text" value="BAMPWG Development &amp; Sustainment Project"/>		
<b>Total Project Cost</b>	<input type="text" value="\$250,000.00"/>		
<b>Allocation Requested</b>	<input type="text" value="\$200,000.00"/>		
<b>Minimum Allocation Request</b>	<input type="text" value="\$150,000.00"/>		

## PROJECT LEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Kim Cox"/>	<b>Title</b>	<input type="text" value="Emergency Services Manager"/>
<b>Business Phone</b>	<input type="text" value="925-313-6648"/>	<b>E-mail</b>	<input type="text" value="Kim.Cox@hsd.cccounty.us"/>
<b>Cell</b>	<input type="text" value="510-332-2372"/>	<b>Fax</b>	<input type="text" value="925-313-6465"/>

## DEPARTMENT HEAD CONTACT INFORMATION

<b>Name</b>	<input type="text" value="Wendel Brunner, MD"/>	<b>Title</b>	<input type="text" value="Public Health Director"/>
<b>Phone</b>	<input type="text" value="925-313-6712"/>	<b>E-mail</b>	<input type="text" value="wendel.brunner@hsd.cccounty.us"/>
<b>Department Head Approval</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## 2. PROJECT DESCRIPTION

Provide a description of this project, including the planning, organization, equipment, training, and/or exercises that will be involved

### PROJECT SUMMARY

*Provide a brief description of your project.*

*A maximum of 375 character limit is allowed for this response*

Project will enhance ability of all Bay Area Health Departments to rapidly dispense medication or vaccine in response to bioterrorism or major infectious disease outbreaks. Projects include: complete improvement plan findings from the 2014 Bay Area CRI FSE, enhance website, add algorithms, conduct communication, screening, and dispensing drills and test load capacity.

### PROJECT DESCRIPTION

*Describe the individual elements of your project using the POETE model (Planning, Organization, Equipment, training and Exercise). Be specific in your description.*

*A maximum of 1200 character limit is allowed for this response.*

The Bay Area Mass Prophylaxis Working Group (BAMPWG) is a collaboration between eleven health jurisdictions working to strengthen the region's ability to rapidly dispense medication or vaccine in response to bioterrorism or a major disease outbreak. Bay Area mass prophylaxis dispensing and public messaging practices must remain accurate and consistent and effectively managed. BAMPWG plans, trains, exercises, and maintains a regional website, [www.BayAreaDisasterMeds.org](http://www.BayAreaDisasterMeds.org), to prepare responders and the public to respond to bioterrorism or an incident requiring rapid dispensing of prophylaxis. Multiple projects have been identified to enhance functionality of the website and its effectiveness for users:

- Implement corrective actions / improvement plan resulting from the 2014 Bay Area CSI FSE (11/20/14) during which UASI counties will exercise regional dispensing and communication plans and website
- Add website section for providers
- Conduct communication, screening, and dispensing exercises to test load capacity; analyze results and implement training to close gaps
- Maintain site and fix bugs
- Add dispensing algorithms to website to accommodate all scenarios and exercise

### PROJECT ACCOMPLISHMENT SUMMARY

*Provide a brief specific description of the results to be achieved by this investment.*

*A maximum of 375 character limit is allowed for this response.*

Completion of projects will enhance ability of all Bay Area Health Departments to prepare responders and the public to respond to bioterrorism or an incident requiring rapid dispensing of prophylaxis. Bay Area mass prophylaxis dispensing and public messaging practices will remain accurate and consistent and will be effectively managed.

3. CORE CAPABILITIES For more information [CLICK HERE](#) to go to the FEMA Core Capabilities web page

Primary Core Capability

4. COMPLIANCE REQUIREMENTS

**Check Corresponding Box *Check all that apply***

- This project will require a Sole Source
- This project will require an Environmental & Historic Preservation Form
- This project will require an Watercraft Request Form
- This project will require an Aviation Request Form
- This project will require an Emergency Operation Center Request Form
- This project will require a Performance Bond
- This project will require grant funded personnel (no supplanting)

Forms Hyper Links: [SOLE SOURCE](#) [EHP](#) [EOC](#) [WATERCRAFT](#) [AVIATION](#)

5. POETE SOLUTION AREA

Provide the proposed funding amount to be obligated from this investment towards the primary Planning, Organization, Equipment, Training, and Exercises (POETE) Solution Area. (Please provide amounts for all that apply)

Planning	<input type="text" value="\$250,000.00"/>	
Organization	<input type="text"/>	<b>THE ORGANIZATION FIELD IS FOR FUSION CENTER USE ONLY</b>
Equipment	<input type="text"/>	
Training	<input type="text"/>	
Exercises	<input type="text"/>	
<b>Total</b>	<input type="text" value="\$250,000.00"/>	
<b>LETPA Amount</b>	<input type="text"/>	(Law Enforcement Terrorism Prevention Activities)

For more information [CLICK HERE](#) to go to the FEMA Preparedness Grants Authorized Equipment List (RKB)

AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	<input type="text" value="Blank"/>	QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	21GN-00-STAX Sales Tax			Sales Tax	<input type="text"/>
AEL#	21GN-00-SHIP Shipping			Shipping	<input type="text"/>
AEL#	21GN-00-INST Installation			Installation	<input type="text"/>
PERFORMANCE BOND ESTIMATION (1-4% OF EQUIPMENT COST)				Performance Bond	<input type="text"/>
				EQUIPMENT TOTAL	<input type="text"/>

## 6. ALIGNMENT WITH THE 2015 PRIORITY CAPABILITY OBJECTIVES AND BAY AREA HOMELAND SECURITY STRATEGY

For more information [CLICK HERE](#) to go to the 2014 Bay Area Homeland Security Strategy Goals and Objectives

Select only one goal and one objective for your project

Project Goal

Goal 1. Strengthen the Regional Risk Management and Planning Program

**Objective**

---

Goal 2. Enhance Information Analysis and Infrastructure Protection Capabilities

**Objective**

---

Goal 3. Strengthen Communications Capabilities

**Objective**

---

Goal 4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities

**Objective**

---

Goal 5. Enhance Medical and Public Health Preparedness

**Objective**

---

Goal 6. Strengthen Emergency Planning and Citizen Preparedness Capabilities

**Objective**

6.2: 6.2 Strengthen Operational Coordination Capabilities: The Bay Area has a fully integrated response system through a common framework of the Standardized Emergency Management System, Incident Command System and Unified Command including the use of emergency operations centers (EOCs), incident command posts, emergency plans and standard operating procedures, incident action plans and the tracking of on-site resources in order to manage major incidents safely, effectively and efficiently.

---

Goal 7. Enhance Recovery Capabilities

**Objective**

---

Goal 8. Enhance Homeland Security Exercise, Evaluation and Training Programs

**Objective**

## 7. PROJECT MILESTONES

Identify up to ten milestones to be achieved before the end of the twelve month period of performance under the FY 2015 UASI grant. Exact start and end dates of the period of performance are highly subject to change, due to currently unknown state and federal guidance. Our current best guess of the time frame is December 1, 2015 to December 31, 2016. Some Milestones can be achieved prior to the allocation of funding. No purchases can be made prior to completing the execution of your MOU. **For dates use (mm-dd-yyyy). Project Time is the number of months, round up**

**Project Start**  **Project End**  **Project Time**

**Milestone #1**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #2**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #3**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #4**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #5**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #6**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #7**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #8**

# of days **from** the Project Start Date to complete this Milestone:

**Milestone #9**

# of days **from** the Project Start Date to complete this Milestone:

396

**Milestone #10**

Project Completion

# of days **from** the Project Start Date to complete this Milestone:

426

**8. RESOURCE TYPING**

**Complete this section for Equipment and Training Projects only**

Instructions:

1. Choose from the drop-down menu to select whether the project is equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.

1a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.

2. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .

3. Choose the Primary Core Capability that the Typed Resource supports.

4. Enter the cost of the equipment or training.

5. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

For more information [CLICK HERE](#) to go to the FEMA Resource Typing web site

**Equipment or Training**

**NIMS Typed Disciplines**

**NIMS Typed Resource Supported**

**NIMS Type #**

**State/Local Typed Resource Supported (if applicable)**

**Typed Equipment to be Purchased**

**# of Personnel Trained for Typed Teams**

**# of Typed Teams Trained**

**Sustain Current Capability or Add New Capability**

**Primary Core Capability Supported**

**Cost of Typed Equipment or Training**

**Comments**

*A maximum of 300 character limit is allowed for this response*

**BEFORE YOU SUBMIT YOUR PROJECT PROPOSAL, PLEASE SAVE THE FILE AND EMAIL IT TO: [david.frazer@sonoma-county.org](mailto:david.frazer@sonoma-county.org) Report any problems to David Frazer 707-565-1108.**



**To: Bay Area UASI Approval Authority**  
**From: Catherine Spaulding, Assistant General Manager**  
**Date: May 14, 2015**  
**Re: Item 5: FY15 UASI Grant Allocations**

---

**Staff Recommendation:**

Approve the proposed FY15 UASI grant allocations

**Action or Discussion Item:**

Action

**Discussion:**

On April 2<sup>nd</sup>, FEMA released its 2015 Homeland Security Grant Program Notice of Funding Opportunity, which includes the FY15 UASI grant award for the Bay Area. The Bay Area UASI grant allocation for FY15 is \$28,400,000, an increase of \$1 million over the FY14 allocation.

However, on April 23<sup>rd</sup>, we learned from the State that this year, for the first time since FY10, they will retain 20% of the grant award instead of 17%. Taking into account the increased State retention amount, we are facing a very slight decrease (\$22,000) in locally available funds for the FY15 grant year. As shown below in Table 1, in FY15 we will have \$22.7 million remaining after the State holdback, approximately the same amount available to us in FY14.

**Table 1: UASI FY14 and FY15 Remaining Funds after State Holdback**

	FY14	FY15	\$ Change
<b>Award</b>	\$27,400,000	\$28,400,000	\$1,000,000
<b>State Holdback</b>	(@17%) \$4,658,000	(@20%) \$5,680,000	\$1,022,000
<b>Remaining Funds</b>	\$22,742,000	\$22,720,000	-\$22,000

Proposed FY15 grant allocations are detailed below in Table 2. The Management Team recommends that FY15 allocation amounts remain consistent with FY14 amounts given that remaining funds after the State holdback are essentially the same.

**Table 2: UASI FY14 and Proposed FY15 Allocations**

	<b>FY14</b>	<b>FY15</b>
<b>Award</b>	\$27,400,000	\$28,400,000
<b>State Holdback</b>	\$4,658,000	\$5,680,000
<b>Major City Allocation</b>	\$3,000,000	\$3,000,000
<b>Regional Projects</b>	\$10,941,093	\$10,876,223
<b>Management Team</b>	\$3,376,000	\$3,376,000
<b>Hub Projects</b>	\$5,424,907	\$5,467,777
<b>TOTAL</b>	<b>\$27,400,000</b>	<b>\$28,400,000</b>

***Regional Projects:***

There is a \$10,876,223 proposed FY15 allocation to regional projects, and the list of projects and the proposed amounts are listed in Table 3 on the next page.



**Table 3: FY14 and FY15 Regional Projects**

Project	FY14	FY15
NCRIC	\$4,485,200	\$4,485,200
<b><u>Training and exercise:</u></b>		
Training and Exercise Program	\$4,901,339	\$4,901,339
Super Bowl 50 Regional Coordination	--	\$350,000
<b><u>Public safety information sharing:</u></b>		
Coplink West Node	\$202,000	\$290,368
Aries	\$200,000	\$225,000
Coplink South Node	\$350,000	\$198,000
Aries Solano	--	\$90,000
Bay Area Regional ALPR Project	\$132,554	--
<b><u>Interoperability:</u></b>		
BayLoop	\$220,000	\$202,316
Regional Broadband/LMR Planning	--	\$59,000
P25 Network Coordination	\$100,000	--
<b><u>Medical and public health:</u></b>		
BAMPWG Development and Sustainment	--	\$75,000
Regional PH-M Coordination	\$150,000	--
Medical-Health Incident Resp.	\$150,000	--
<b><u>Other:</u></b>		
Public Information and Warning	\$400,000	--
CalWARN web portal	\$50,000	--
<b>TOTAL</b>	<b>\$11,341,093</b>	<b>\$10,876,223</b>

***Hub Allocations:***

There is \$5,467,777 available for allocation to hubs out of the FY15 grant award. This amount is distributed to the four hubs based on the risk allocation percentage approved by the Approval Authority in the April 2015 meeting (East = 24.2%; North = 8.3%; South = 25.2%; and West = 42.3%). Table 4 below shows the proposed FY15 hub allocations, the FY14 amounts, and percentage change.

**Table 4: FY14 and Proposed FY15 Hub Allocations**

<b>Hub</b>	<b>FY14</b>	<b>FY15</b>	<b>% Change</b>
<b>East</b>	\$1,370,874	\$1,323,202	-3%
<b>North</b>	\$406,868	\$453,825	12%
<b>South</b>	\$1,397,999	\$1,377,880	-1%
<b>West</b>	\$2,249,166	\$2,312,870	3%
<b>TOTAL</b>	<b>\$5,424,907</b>	<b>\$5,467,777</b>	<b>1%</b>



**To: Bay Area UASI Approval Authority**  
**From: Catherine Spaulding, Assistant General Manager**  
**Date: May 14, 2015**  
**Re: Item 6: Proposal Process Lessons Learned**

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**Staff Recommendation:**

None – for discussion only

**Action or Discussion Item:**

Discussion

**Discussion:**

At the end of every proposal cycle, the Management Team reflects on the process in order to identify strengths, weaknesses, and areas of improvement. For the FY15 process, we have identified the following:

***Strengths***

- Streamlined and simplified proposal form
- Good outreach and documentation on process and requirements
- Proposal kick off meeting with Web Ex option
- Hub meetings that were facilitated by the Management Team

***Weakness***

- Technical failings with the Adobe Forms Central tool that was used to submit the proposal form
- Large number of proposals that needed to be resubmitted due to errors
- Lack of clarity around consensus decisions with the hub meeting “opt out” option
- Inadequate opportunity to engage the Approval Authority on important regional investments

## ***Proposed Changes for FY16 Process***

Each year the Management Team refines the proposal process in order to make it more efficient, effective, and easy to understand. The Management Team will present a draft FY16 Project Proposal Guidance document to the Approval Authority in the July meeting for review and approval. We will be including the following changes for the FY16 process:

### **Proposal Form**

- The new WebGrants System will replace the Adobe Forms Central tool and will offer greatly increased functionality.
- The proposal form will better highlight required compliance information, such as fields for describing the nexus to terrorism and how the project benefits more than one OA.

### **Proposal Kick Off Meeting**

- All proposers must attend the proposal kick off meeting or watch the one-hour webinar version in order to submit a proposal. This is necessary due to the switch to the new WebGrants system and the high level of errors on proposals in the past.

### **Management Team Compliance Review Process**

- Proposals that do not meet basic compliance criteria (such as a nexus to terrorism and benefitting more than one hub) will be deemed non-compliant. Proposers will not have the opportunity to correct and resubmit in these instances.
- The Management Team will increase efforts to perform high quality financial and technical/programmatic review of proposals that do meet basic criteria.
- As long as the proposal meets the basic criteria, proposers will be provided with an opportunity to correct and resubmit when there are errors. Typical errors include issues like forgetting to add sales tax, omitting compliance requirements like performance bonds and sole sources, and errors with AEL numbers.

### **Hub Meetings**

- All hub meetings will be facilitated by the Management Team with hub decisions finalized and documented at the end of the meeting

### **Regional Project Review Process**

- Regional project proposals from the NCRIC, Training and Exercise Program, Public Safety Information Sharing Project, BayRICS, ABAHO/BAMPWG, and the Management Team will be proposed directly to the Approval Authority.
- All other regional proposals will be reviewed by a new work group created by the General Manager called the Regional Proposal Work Group. This Work Group will gather subject matter expert input and provide recommendations to the General Manager concerning the viability of these other regional proposals.
- The Advisory Group is no longer needed in the regional proposal review process, but it will remain intact and be convened on an as needed basis for other business purposes. Advisory Group members are welcome to join the Regional Proposal Work Group if they wish.



**To: Bay Area UASI Approval Authority**

**From: Corinne Bartshire, Regional Project Manager**

**Date: May 14, 2015**

**Re: Item 7: RCPGP Local Plan Validation Exercise and POD Workshop**

---

**Staff Recommendation:**

No recommendation – for discussion only

**Action or Discussion Item:**

Discussion

**Discussion:**

This item serves as a closeout briefing on the final two projects with funding from FY11 RCPGP. As a result of the RCPGP Local Plan Validation Exercise and Points of Distribution (POD) Workshop the following tools are available for use by local jurisdictions:

- 1) RCPGP Local Plan Validation Workshop Templates (Manuals and Presentations)
- 2) Points of Distribution (POD) Workshop Summary Report (including planning tools)

*RCPGP Local Plan Validation Exercise*

In October 2014, the UASI hosted a 3-day workshop series for Monterey, San Benito, and Santa Cruz counties to review and validate the local Operational Area RCPGP Plans. The results of this workshop series include after action items for each of these jurisdictions for updating their plans as well as training needs.

Additionally, template materials are now available for all jurisdictions to conduct Operational Area focused workshops to review and validate their Operational Area or Local Catastrophic Earthquake Plans for Debris Removal, Donations Management, Logistics Response, Mass Care and Shelter, Mass Transportation and Evacuation, Volunteer Management, and Mass Fatality.

Workshop manual templates and Power Point presentation templates are being delivered to the OES Manager or a representative of each of the 14 Bay Area UASI jurisdictions on CD. They are also available for download from the Bay Area UASI website [www.bayareauasi.org](http://www.bayareauasi.org).

*Points of Distribution (POD) Training and Workshop*

On October 30, 2014, the UASI hosted a regional Points of Distribution (POD) Training and Workshop. This full day event provided training on planning for and operating PODs in a collaborative forum with city and county local government, state, and federal agencies. The resulting workshop summary report includes guidance for local jurisdictions to continue POD planning which informs the continuing state/federal catastrophic earthquake planning for the Bay Area.

The complete workshop summary report has been provided to workshop participants, Bay Area OES Managers, and the Regional Catastrophic Planning Team. An executive summary is provided with this agenda item.

The attached Appendix A is a PowerPoint presentation to support discussion of this item. The attached Appendix B is the POD Training & Workshop Executive Summary.

# BAY AREA UASI

## Local RCPGP Plan Validation Exercise and POD Workshop

*May 14, 2015*

Corinne Bartshire  
Regional Resilience and Recovery Project Manager  
Bay Area UASI



# South Bay Workshop Series



## SOUTH BAY COUNTIES CATASTROPHIC EARTHQUAKE PLAN WORKSHOP SERIES

*PLAN OVERVIEW, MASS CARE AND SHELTERING / INTERIM  
HOUSING, VOLUNTEER MANAGEMENT*

**OCTOBER 21, 2014**



- October 21-23, 2014
- Monterey, San Benito, Santa Cruz Counties
- Review and validate Op Area Catastrophic Earthquake Plans



# South Bay Workshop Series

## SOUTH BAY COUNTIES CATASTROPHIC EARTHQUAKE PLAN WORKSHOP SERIES



Workshop Series After Action Report  
October 21-23, 2014



### Participants included:

- County of Monterey OES
- County of Monterey Public Works
- County of San Benito OES
- County of San Benito Sheriff's Office
- County of Santa Cruz OES
- County of Santa Cruz HSA
- County of Santa Cruz Volunteer Center
- City of Hollister
- City of Salinas
- CSU Monterey Bay
- American Red Cross
- Cal OES



# RCPGP Local Plan Workshop Templates

**[JURISDICTION] CATASTROPHIC EARTHQUAKE DEBRIS REMOVAL PLAN**



DEBRIS REMOVAL

Workshop Manual

[Date]

The Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Catastrophic Earthquake Debris Removal Concept of Operations. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

**[JURISDICTION] CATASTROPHIC EARTHQUAKE DONATIONS MANAGEMENT PLAN**



DONATIONS MANAGEMENT

Workshop Manual

[Date]

The Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Catastrophic Earthquake Donations Management Plan. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

**[JURISDICTION] CATASTROPHIC EARTHQUAKE LOGISTICS RESPONSE PLAN**



LOGISTICS/CRITICAL LIFELINES

Workshop Manual

[Date]

The Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Catastrophic Earthquake Logistics Response Plan. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

**[JURISDICTION] CATASTROPHIC EARTHQUAKE MASS CARE & SHELTERING PLAN**



MASS CARE & SHELTERING/ INTERIM HOUSING

Workshop Manual

[Date]

This Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Catastrophic Earthquake Mass Care and Sheltering Plan. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

**[JURISDICTION] CATASTROPHIC INCIDENT MASS FATALITY PLAN**



MASS FATALITY

Workshop Manual

[Date]

The Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Catastrophic Incident Mass Fatality Plan. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

**[JURISDICTION] CATASTROPHIC EARTHQUAKE MASS TRANSPORTATION/ EVACUATION PLAN**



MASS TRANSPORTATION/ EVACUATION

Workshop Manual

[Date]

The Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Catastrophic Earthquake Mass Transportation/Evacuation Plan. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

**[JURISDICTION] VOLUNTEER MANAGEMENT PLAN**



VOLUNTEER MANAGEMENT

Workshop Manual

[Date]

The Workshop Manual provides participants with background information and discussion items to be used during the workshop. This Workshop Manual is intended to be used together with [Jurisdiction] Volunteer Management Plan. All workshop participants may view the Workshop Manual.

[Insert Jurisdiction Logo]

- Workshop Manuals
- PowerPoint Presentations





# POD Training & Workshop

- Points of Distribution (POD) Training
  - FEMA IS-26 Concepts
- Scenario Driven Discussions

## Participants:

- FEMA Region IX
- Cal OES
- Alameda County
- CA DPH
- City of East Palo Alto
- City of Emeryville
- City of Oakland
- City of San Ramon
- City of Sunnyvale
- Contra Costa County
- Marin County
- Monterey County
- Redwood City
- San Francisco
- San Mateo County
- Santa Clara County
- Solano County
- Sonoma County



## Bay Area Point of Distribution (POD) Training and Workshop (WS)



## Situation Manual (SitMan)

October 30, 2014

# POD Workshop Summary Report

## Regional Recommendations:

- Conduct local POD workshops or tabletop exercises
- Identify potential POD locations & share with FEMA IX / Cal OES
- Establish agreements with potential POD sites/facilities



## Bay Area Point of Distribution (POD) Training and Workshop



## Summary Report

October 31, 2014

# POD Planning Tools

## APPENDIX B: POD INFO TEMPLATE

The following template is provided to assist Operational Areas and other local jurisdictions in compiling a list of potential POD sites for submittal to Cal OES and FEMA Region IX.

[ NAME ] County Operational Area Logistics Staging Areas (LSA) and Logistics Points of Distribution (POD) Locations

Logistics Staging Area	City	POD type and Location
[NAME] (i.e. North, South, Central) Logistics Staging Area (LSA) [ Insert LSA Address ]	City Name 1	Example: Type III Vehicular POD <ul style="list-style-type: none"> <li>Facility Name, Street Address, Zip</li> <li>Facility Name 2, Street Address, Zip</li> </ul>
	City Name 2	Example: Type II Pedestrian POD <ul style="list-style-type: none"> <li>Facility Name, Street Address, Zip</li> </ul>
	City Name 3	Example: Type I Vehicular POD <ul style="list-style-type: none"> <li>Facility Name, Street Address, Zip</li> </ul>
[NAME] Logistics Staging Area (LSA) [ Insert LSA Address ]		

POD Type	Persons Served per Day
Type I POD (Vehicular or Pedestrian) - 250 ft. x 500 ft Requires a staff of 78 per day Type I PODs are only used in large metro areas Twelve loading points and four vehicle lanes are used	20,000
Type II POD (Vehicular or Pedestrian) - 250 ft. x 300 ft. Requires a staff of 34 per day Six loading points and two vehicle lanes are used	10,000
Type III POD (Vehicular) - 150 ft. x 300 ft. Requires a staff of 19 per day Three loading points and one vehicle lane are used	5,000
Source: POD Plan, Table H.4.1, developed by the NY-NJ-CT-PA RCPGP Regional Logistics Program POD = Point of Distribution	

## APPENDIX F: DISCUSSION QUESTIONS

The following questions are provided as suggested subjects that you may wish to address as the discussion progresses. These questions are not meant to constitute a definitive list of concerns to be addressed, nor is there a requirement to address every question.

- How many people will you need to serve with the POD resources?
- What type of POD is necessary in your Op Area?
- Describe some scenarios that would require activation of PODs within the Bay Area. What are some triggers for activating PODs?
- Where will the POD(s) be located? What is the process for determining potential POD sites? Who makes this determination? What role do site owners have in this process?
- Have agreements been put in place with property owners? Do other plans exist to use the property for another purpose that would conflict with its use as a POD?
- How is the type of commodities to be distributed determined? Who makes this determination? How is this communicated to internal and external stakeholders?
- Who makes the decision to activate PODs? What is the process for activating PODs?
- How is the decision to activate the PODs communicated to site owners? Who maintains contact information for POD site owners? Is this information accessible and updated?
- What are the OA's roles and responsibilities for activating PODs? What are the site owners' roles and responsibilities for activating PODs? What are the initial actions for establishing POD sites?
- What is the process for notifying staff of POD activation? Who is responsible for notifying staff of POD activation?
- From your perspective, identify and describe the challenges associated with activating POD sites.

## APPENDIX D: EVENT SCENARIO

*Scenario excerpts are from the Regional Catastrophic Earthquake Plans (2008).*

A catastrophic earthquake in the Bay Area will immediately overwhelm local, regional, and State emergency response capabilities. The region will need massive, rapid support from the Federal Government, other local governments in California, other states, the private sector and voluntary organizations. The effectiveness of the region's response will affect the long-term recovery of the region's communities and economy.

# Next Steps

**BAY AREA UASI**





# Bay Area Point of Distribution (POD) Training and Workshop



## Executive Summary

October 31, 2014



# Bay Area UASI Point of Distribution Training & Workshop

## Executive Summary

### OVERVIEW

The Bay Area UASI Point of Distribution Training & Workshop took place on Thursday, October 30, 2014. It was held at the Alameda County Sheriff's Office in Dublin, CA. The workshop was sponsored by the Bay Area Urban Areas Security Initiative and conducted in partnership with FEMA Region IX and Cal OES.

Attendees included representatives from the following agencies or jurisdictions:

Alameda County	Emeryville Police Department
Bay Area Urban Areas Security Initiative	Federal Emergency Management Agency - Region IX
California Department of Public Health	Marin County
California Governor's Office of Emergency Services	Marin Sheriff Office of Emergency Services
California State University - Monterey Bay	Monterey County - Office of Emergency Services
City and County of San Francisco – Department of Emergency Management	Oakland Fire Department
City and County of San Francisco – Human Services Agency	San Mateo County - Office of Emergency Services
City of East Palo Alto	San Mateo Fire Department
City of Oakland	San Mateo Human Services Agency
City of San Mateo - Office of Emergency Services	Santa Clara County
City of San Ramon	Santa Clara County Fire Department
Contra Costa County - Office of Emergency Services	Solano County - Office of Emergency Services
County of Monterey	Sonoma County
East Palo Alto Police Department	Sunnyvale Department of Public Safety
	Willdan Homeland Solutions

### BACKGROUND

Points of Distribution (POD) sites are centralized locations where the public picks up life-sustaining commodities following a disaster or emergency. POD sites are needed when retail establishments are closed and the public does not have access to basic commodities. POD sites remain open until retail sites reopen or sufficient mass care operations are in place. Depending on the number of people expected at the POD site and the mechanism for distribution, the Federal Emergency Management Agency (FEMA) has typed several POD layout options providing for mass transit (bus), vehicular (drive-through), and/or pedestrian (walk-through) access to such life sustaining commodities. Commodities can be requested from FEMA by local and state governments in pre-packaged amounts and distributed to the public through POD operations. Commodities requests may include items such as cots, blankets, tents, tarps, baby formula, shelf stable food and bottled water.

Pre-planning POD sites is critical to ensure that a jurisdiction has the ability to receive, store and distribute supplies to the public. Local Government staff should coordinate with their state and FEMA IX logistics representatives to fully execute POD planning in their jurisdictions.<sup>1</sup>

The goal of the workshop was to educate participants about what PODs are, how they are staffed and managed, and to begin identifying potential locations within each jurisdiction. This workshop was a first

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<sup>1</sup> A Logistics Section run Point of Distribution (POD) acronym should be distinguished from a Public Health Point of Dispensing (POD) as an incident demands.

## Bay Area UASI Point of Distribution Training & Workshop Executive Summary

step for many in POD planning, and for others it served to support their ongoing planning efforts.

### RECOMMENDATIONS

The following were identified as recommended next steps that apply to all Operational Areas in the region regarding the POD planning process:

- **Conduct local POD workshops or tabletop exercises with their incorporated cities;**
- **List potential POD locations and resource requests for submittal to FEMA IX / Cal OES to inform the joint state/federal B Catastrophic Earthquake Response Plan for the Bay Area currently in development;**
- **Establish formal agreements with identified potential POD sites/facilities.**

Additional recommendations specific to site identification, site staffing, and planning are summarized as follows.

#### Site Identification:

1. Better coordinate planning efforts with a larger group to include cities and unincorporated areas, and identify plans and locations that are being considered for numerous emergency site locations within the Bay Area.
  - There is lack of available and open space within the Bay Area, resulting in an overlap of planning for the same site. Some jurisdictions have identified duplicate uses for potential POD or staging area sites across multiple plans, for example the county fairgrounds might be identified as a suitable POD location but also identified as a site for mass fatality operations, debris removal, etc.
2. Communicate to the owner of the location/facility the expected length of time the POD will be activated and unable to be used for normal operations.
  - For every site that is identified for potential POD operations, the jurisdiction should note the fact that the location/facility will be unable to have control of its normal operating areas (parking lots, buildings, etc.) until the POD is deactivated. This is especially important when the location is privately owned.
3. Establish an Incident Command structure for each POD site to communicate with the EOC.
  - The facility owners, if private, may report to the EOC Liaison Officer, and depending on the magnitude of the disaster, some of the facility's staff may be embedded in the operations structure. It is recommended that facility managers and staff receive basic Incident Command System (ICS) training so that they are knowledgeable about the organizational structure. There is no requirement for facility staff to be involved in the POD operations, but if they would prefer to, then ICS training is recommended.
4. A natural hazards threat assessment should be considered for all potential POD locations.
  - Basic natural hazard risks were discussed, such as establishing PODs away from the perimeter of buildings in case of collapse, ensuring the location is away from liquefaction zones or in areas where levees may be compromised.
5. Consider the ability to serve people with disabilities and other with access and functional when establishing a POD location.

# Bay Area UASI Point of Distribution Training & Workshop

## Executive Summary

### Site Staffing:

1. The management, security, Public Information Officer (PIO), and Safety functions should be filled by operational area or city staff trained in ICS.
  - CERT and VOAD personnel should only be used in unskilled POD positions (Loader, etc.).
2. Pre-plan for various security functions at POD locations.
  - Participants discussed who would provide security at the POD – likely the security function will be tasked to local law enforcement (for example county sheriff or local cities) but law enforcement mutual aid should be a consideration. With an event over a large region, law enforcement resources will be scarce and consideration must be made for security of the POD from the commodity perspective (prevent water from being stolen) and from the safety perspective (public not in harm's way).
3. Identify American Red Cross updated roles and responsibilities in Bay Area POD operations.
  - It is unclear if and how the American Red Cross could support POD operations at the current time due to the restructuring of the organization. Additional follow-up needs to be considered once the Red Cross structure and mission is better defined.
4. Locate staff within the geographic area or use “out of the box” thinking when it comes to staffing POD locations.
  - It was noted that a significant amount of staff live outside of the areas they work and may not be available due to road closures.
5. Analyze local government POD operations staff needs in order to estimate and pre-plan EOC and POD staff assignments and potential state/federal resource requests.
  - Each agency needs to be aware of the staffing roles and numbers that they would be expected to fill within their jurisdiction. For example, traffic management positions identified on POD maps could be filled by county, city or by other agencies such as the National Guard. In a catastrophic incident, agencies would want their traffic controllers on the actual streets and PODs would require help in obtaining people to support traffic functions. The plans must be flexible to account for these unique variables.

### Planning:

1. Hold additional POD workshops and exercises in the Bay Area Region to continue pre-planning efforts.
  - Include a full scale or simulated POD activation as an aspect to Urban Shield's Yellow Command in coming years.
2. Assume little to no advance warning scenario when pre-planning POD operations for a catastrophic earthquake in the Bay Area.
  - For Hurricane Sandy, FEMA had time to anticipate the event and plan for it. Thus, commodities were pre-positioned prior to the storm's landfall. In the Bay Area, this will likely not be the case in the event of a catastrophic earthquake or no-notice incident. The affected jurisdiction(s) and its stakeholders must be prepared to activate and operate a POD, and obtain resources, with little-to-no advance notice.

## Bay Area UASI Point of Distribution Training & Workshop Executive Summary

3. Develop a Policy Group decision matrix tool to assist in executing various levels of POD activation.
  - The matrix could include the threshold needed to open a POD to include nearby shelters, commodities needed, commercial assets open/nearby, and what utilities are currently available (water, power, etc.)
4. Establish agreements with faith-based organizations that can be an integral part of effective POD operations.
  - Additionally, they may have large amounts of volunteers, potential POD locations (including parking lots), existing traffic plans and other resources.
5. Prepare POD commodity resource requests in advance for timely submission to the state and FEMA during an incident.
  - Do so only after a clear understanding of the jurisdictions capabilities is identified. These pre-written resource requests could include: Medical Needs, Commodities, or Search and Rescue Teams.

For more information, please consult the following point of contact:

Corinne Bartshire, AICP, CFM  
Regional Project Manager  
Bay Area Urban Areas Security Initiative  
711 Van Ness Avenue #420  
San Francisco, CA 94102  
Corinne.Bartshire@sfgov.org  
415-353-5234 (desk)  
415-861-9005 (cell)



**To: Bay Area UASI Approval Authority**  
**From: Corinne Bartshire, Regional Project Manager**  
**Srijesh Thapa, Regional Project Manager**  
**Date: May 14, 2015**  
**Re: Item 8: Regional Recovery Projects Close Out**

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**Staff Recommendation:**

No recommendation – for discussion only

**Action or Discussion Item:**

Discussion

**Background:**

In August 2013, the Approval Authority allocated \$254,480 for regional recovery planning and preparation projects as follows:

- 1) Continuity of Operations / Continuity of Government (COOP/COG) Toolkit
- 2) Disaster Recovery Permit and Regulation Waiver Toolkit
- 3) Disaster Recovery Framework (DRF) and Recovery Support Functions (RSF) Planning for Core Cities and Templates for all local governments
- 4) Debris Removal/Management Plan Review

The purpose of the recovery projects was to provide the Bay Area jurisdictions with additional tools and capabilities to improve overall community resiliency through recovery planning. The Approval Authority received an update on these projects in May 2014 and an additional update on the COOP/COG toolkit in January 2015.

**Discussion:**

This item summarizes the closeout of the first three recovery projects listed above. The Debris Removal / Management Plan Review project is currently being scoped and funded with FEMA Technical Assistance.

Final products for each of the three completed recovery projects will be available to download from the Bay Area UASI website [www.bayareauasi.org](http://www.bayareauasi.org). Three hard copies of each product will be delivered to the OES Manager or a representative of each of the 14 Bay Area UASI jurisdictions.

The UASI Management Team has been invited to make a presentation at the upcoming annual Department of Homeland Security Conference in June 2015 highlighting the completed projects and the tools available for local jurisdictions.

The attached Appendix A is a PowerPoint presentation to support discussion of this item.

# BAY AREA UASI

## FY13 Regional Recovery Projects Close Out

*May 14, 2015*

Corinne Bartshire  
Srijesh Thapa  
Regional Project Manager  
Bay Area UASI



# Regional Disaster Recovery Projects

1. Continuity of Operations / Continuity of Government (COOP/COG) Toolkit
2. Disaster Recovery Permit and Regulation Waiver Toolkit
3. Disaster Recovery Framework (DRF) and Recovery Support Functions (RSF) planning and templates





## COOP/COG Toolkit Purpose

Needed for local government to maintain its capability to function effectively if a disaster or emergency disrupts operations.

### CONTINUITY OF OPERATIONS PLAN TEMPLATE

*Developed For the San Francisco Bay Area Region*

Prepared by **Rommel Consulting** with oversight by the  
UASI Regional Catastrophic Planning Team

**ROMMEL CONSULTING**  
Innovative Emergency Planning & Guidance





## COOP/COG Participants

- *Alameda County*
- *Contra Costa County*
- *Napa County*
- *San Benito County*
- *San Mateo County*
- *Santa Clara County*
- *Solano County*
- *Sonoma County*
- *City & County of San Francisco*
- *City of Hayward*
- *City of Oakland*
- *City of Palo Alto*
- *City of San Jose*
- *City of San Ramon*
- *City of Sunnyvale*
- *Cal OES*



# COOP/COG Essential Elements

**Essential  
Functions**

**Orders of  
Succession**

**Delegations of  
Authority**

**Continuity  
Facilities**

**Continuity  
Communications**

**Human Capital  
Management**

**Vital Records**

**Tests, Training &  
Exercises**

**Devolution**

**Reconstitution**





## COOP/COG Toolkit Use

- Fully customizable
- Includes guidance & definitions
- Includes worksheets, forms, and tables
- Color coded for ease of use



# Permit and Regulation Waiver Toolkit

- Expedite disaster recovery
- Encourage recovery planning



## Bay Area Disaster Recovery Permit and Regulation Waiver Toolkit

*Part 1 – Disaster Recovery Permit and Regulation Waiver Guide*

*Part 2 – Tools:*

*Disaster Recovery Permit and Regulation Waiver Process Checklist  
Recovery Permit and Regulation Waiver Examples List  
Legal Research Resources  
APA Model Ordinance  
Emergency Procurement Templates  
CA Proclamation & Executive Order  
Proclamation & Executive Order Template  
Federal ESF and RSF Summary  
Recovery Continuum*

Prepared in Partnership with:



FINAL DRAFT – March|2015



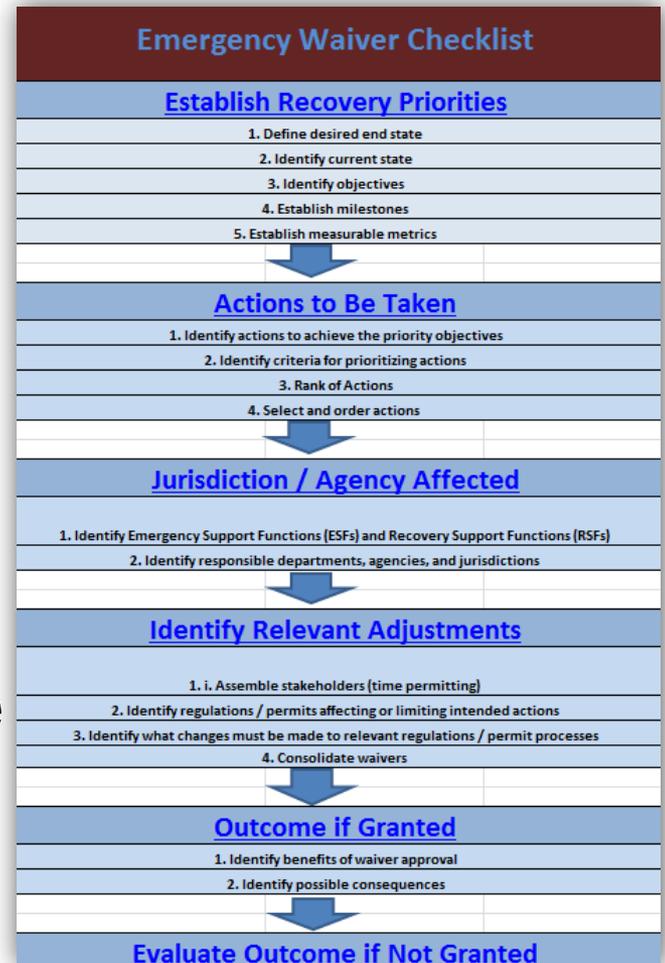
## Waiver Toolkit Participants

- *Contra Costa County*
- *San Mateo County*
- *City and County of San Francisco*
- *City of Brisbane*
- *City of Oakland*
- *City of Palo Alto*
- *City of San Jose*
- *City of San Carlos*
- *City of San Mateo*
- *Association of Bay Area Governments*
- *City and County of San Francisco*
- *San Francisco Bay Conservation and Development Commission*
- *FEMA*
- *Cal Fire, Cal OES*
- *California Energy Commission*
- *CA Department of General Services*
- *East Bay Municipal Utility District*
- *Google*
- *San Jose Water Company*



# Waiver Planning Tools

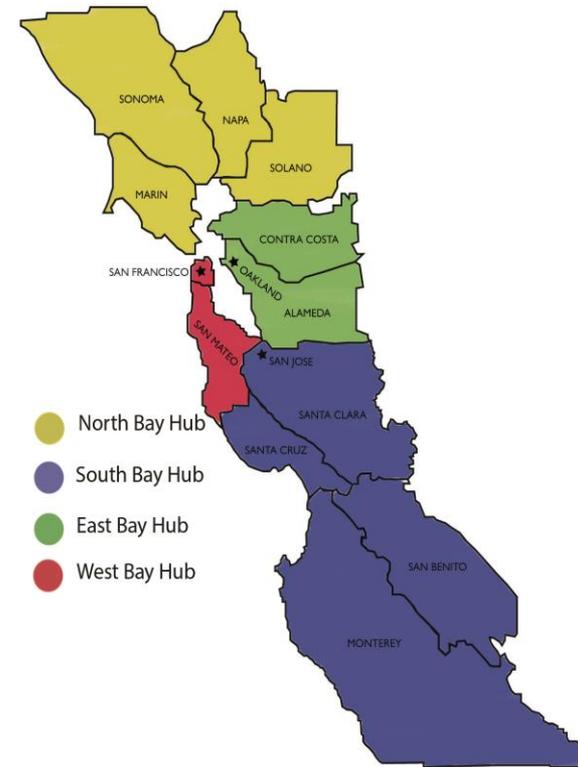
- Planning process to identify and prepare waiver requests
- Permit / Regulation Examples Matrix
- Recovery Model Ordinance
- Emergency Procurement Tools
- Sample Proclamation / Executive Orders
- ESF / RSF Summary



# Disaster Recovery Framework project goals

Align local recovery planning with National Disaster Recovery Framework (NDRF)

- Provide recovery planning assistance:
  - City and County of San Francisco
  - City of Oakland
  - City of San Jose
- Develop foundational recovery planning tools for all local governments





# DRF-RSF Planning Process

Stakeholder  
Identification  
and Needs  
Assessment

Develop  
Outlines and  
Draft Plans

Review, Revise,  
and Finalize  
Plans

**Office of Emergency Svcs**  
**City Administrator**  
**Public Works**  
**Econ/Workforce Dev.**  
**Finance/Controller**

**Mayor's Office**  
**Planning & Building**  
**Human Services**  
**Parks & Recreation**  
**Housing & Community**  
**Development**





# DRF-RSF Deliverables

## Core Cities

- San Francisco: Long-term Community Recovery Annex
- Oakland and San Jose: DRF & RSF Guides

## Local Governments

- DRF & RSF Templates

## Region

- Gaps and Recommendations Report



Questions?

**BAY AREA UASI**





**To: Bay Area UASI Approval Authority**  
**From: Srijesh Thapa, Regional Project Manager**  
**Date: May 14, 2015**  
**Re: Item 9: WebEOC Assessment**

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**Staff Recommendation:**

No recommendation – for discussion only

**Action or Discussion Item:**

Discussion

**Discussion:**

WebEOC is a web-based tool that facilitates and supports information sharing and situation awareness for Emergency Operations Centers and other institutions managing planned and unplanned events. The goal of the WebEOC Assessment Project is to assess the status, challenges, and best practices for WebEOC implementation in the Bay Area, and develop recommendations to improve information sharing and operational coordination. Bay Area UASI stakeholders, including members of the Approval Authority, identified this as a critical need and requested the Management Team to conduct the analysis. Please see Appendix A for a memo which explains findings, recommendations, next steps, and methodology for the Project.

Bay Area jurisdictions that have WebEOC currently cannot share information with each other or with CalEOC. This presents a significant handicap given the importance of regional integration and cooperation, and creates a frustrating redundancy of information input and management during EOC activations. Recommendations include the following:

1. All Bay Area OAs should ensure they have active CalEOC accounts.
2. Local instances of WebEOC in the Bay Area should link via CalEOCs fusion server to enhance regional data sharing.
3. Enable automated data sharing between CalEOC and Bay Area OA WebEOC instances.
4. Prioritize CalEOC and WebEOC administrator and end-user training.
5. Pilot connectivity between local instances of WebEOC and Cal COP.

I will be available as needed and requested by Bay Area jurisdictions to facilitate meetings and provide other support to accomplish the above priorities, working in close collaboration with regional WebEOC administrators and CalEOC staff. We will work on implementing the above recommendations through the summer months and will report back to the Approval Authority on progress in the fall.



**To: Bay Area UASI Approval Authority  
Bay Area OES Managers**

**From: Catherine Spaulding, Assistant General Manager  
Srijesh Thapa, Regional Project Manager**

**Date: May 6, 2015**

**Re: WebEOC Assessment Project**

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This memo explains the scope and purpose of the WebEOC Assessment Project, followed by sections for key findings, recommendations, next steps, methodology, and acronyms and terms. The Management Team would like to thank the stakeholders who provided information and assistance for this analysis. Please contact Srijesh Thapa, Bay Area UASI Regional Project Manager, for questions, comments, or additional information: (415) 353-5231, [Srijesh.Thapa@sfgov.org](mailto:Srijesh.Thapa@sfgov.org).

**I. Scope and Purpose:**

WebEOC is a web-based tool that facilitates information sharing, mission tasking, resource ordering and tracking between Emergency Operations Centers (EOCs) and other institutions managing planned and unplanned events. The goal of the WebEOC Assessment Project is to assess the status, challenges, and best practices for WebEOC implementation in the Bay Area, and develop recommendations to improve information sharing and operational coordination. Bay Area UASI stakeholders, including members of the Approval Authority, identified this as a critical need for the Bay Area and requested the Management Team to conduct the analysis.

**II. Key Findings:**

**1. *There are multiple versions of “WebEOC”***

**WebEOC is utilized extensively in the Bay Area.** Six Operational Areas (OAs) and all core cities in the Bay Area have purchased/use a local instance of WebEOC (City and County of San Francisco, San Mateo County, Santa Clara County, Contra Costa County, Marin County, Monterey County, City of Oakland, and City of San Jose). Two additional OAs are currently procuring WebEOC licenses (Napa County and Santa Cruz County). Out of a total of 58 OAs in the State, 22 OAs and city jurisdictions use WebEOC, and so the Bay Area represents a significant proportion of WebEOC users in the State.

**The State version of WebEOC is called CalEOC.** CalEOC is also web-based, and it facilitates information sharing, mission tasking, resource ordering and tracking between OAs and the State. CalEOC replaced Cal OES's Response Information Management System (RIMS). Some stakeholders appear to not know about or understand the availability and functionality of CalEOC – specifically, the fact that the State provides all OAs free access to CalEOC and that OAs are not required to own local instances of WebEOC to communicate with the State/CalEOC. However, following Standardized Emergency Management (SEMS) protocols, the State does not provide city jurisdictions with CalEOC accounts; OAs are expected to report on behalf of their cities.

**The Federal Emergency Management Agency (FEMA) also has its own version of WebEOC.** Non-Federal entities, including the State, cannot interconnect with FEMA's WebEOC due to Federal data security restrictions. FEMA can provide read-only access to their WebEOC user interface screens (boards) to non-Federal entities. FEMA's WebEOC configuration is by preference a basic off-the-shelf version. FEMA has a staff of four full-time programmers and eight WebEOC board builders that are deployed to federally declared disaster areas to setup up ad-hoc WebEOC configurations and boards customized to meet their operational needs.

## ***2. WebEOC and CalEOC interoperability functionality is lacking but can be resolved***

**Bay Area jurisdictions that have WebEOC currently cannot share information with each other or with CalEOC.** This presents a significant handicap given the importance of regional integration and cooperation, and creates a frustrating redundancy of information input and management during EOC activations. However, the region has organized a user group of WebEOC administrators that are working on fixing these problems. The State has also indicated support of OAs linking local instances of WebEOC and sharing data, and has participated in a recent effort to establish a statewide WebEOC user group as well.

**Local instances of WebEOC can be linked to facilitate interoperability between WebEOCs in the Bay Area.** There are a variety of technical solutions to enable Bay Area jurisdictions that have WebEOC to share information with each other: (1) via CalEOC's fusion server; (2) via an independent jurisdiction-owned regional fusion server; and (3) via payments to the WebEOC vendor (Intermedix). The State has approved use of its CalEOC fusion server free of cost, however, more conversations are required to flesh out implementation steps and any restrictions such as limiting use for city jurisdictions. The cost to establish, host and maintain an independent jurisdiction-owned regional fusion server is insignificant, requiring minimal staff time, and the bandwidth requirements are relatively light. Marin County OES has offered to be a host. The vendor solution includes an off-the-shelf fee-based hosted fusion server option that costs \$100K for upfront implementation and \$29K per year for maintenance. Fees are priced for OA WebEOC instances only.

**Bay Area OAs with local instances of WebEOC can automate data sharing with CalEOC by fall of 2015.** There has been a lack of clarity and effective communication on the process and procedure for enabling automated data sharing between local instances of WebEOC and CalEOC. However, this problem can be solved with collaborative effort between OAs and the

State, and ultimately through a moderate level of effort, including the need for some programming assistance. At this time, the State is in the process of updating CalEOC, therefore, it is best to implement the desired automated data sharing functionalities after the completion of the CalEOC updates. The State currently anticipates completing the CalEOC updates by the end of the summer.

3. *It is critical to integrate WebEOC and Cal COP*

**WebEOC and Cal COP should be linked to improve information sharing and situational awareness.** Cal COP is a web-based, strategic situational awareness tool with threat analytics and additional data feeds, enabling a common operating picture for the entire state of California. All OAs and core cities have access to Cal COP for free and end-user training is available and has been provided. Two-way integration between WebEOC and Cal COP would enable data sharing between WebEOC's 'Significant Events' board and Cal COP's 'Feed Monitor' and 'Watchboard.'" The Cities of Houston and New Orleans have already integrated WebEOC with their local iteration of the Cal COP tool.

III. **Recommendations:**

Bay Area UASI Regional Project Manager Srijesh Thapa will be available as needed and requested by Bay Area jurisdictions to facilitate meetings and provide other support to accomplish the following tasks:

1. **All Bay Area OAs should ensure they have active CalEOC accounts.** The State uses CalEOC to communicate with OAs during significant events impacting OAs. Setting up an account is free and relatively low effort. For those OAs that already have WebEOC, CalEOC provides a redundant system to communicate if and when local instances of WebEOC fail or have connectivity issues with CalEOC during EOC activations. OAs should request the State to create user accounts for at least two or more OA EOC operations staff and implement CalEOC user training.
2. **Local instances of WebEOC in the Bay Area should link via CalEOCs fusion server to enhance regional data sharing.** The CalEOC fusion server option is cost-effective and relatively less complicated. If this solution fails to deliver, the region should explore the local fusion server model via Marin County. Next steps should be confirmed and discussed amongst the region's WebEOC administrators. In addition, WebEOC administrators and EOC operations managers in the Bay Area will need to collaborate and collectively identify and agree on which datasets to share regionally, and also develop user interface screens (boards) to enable shared viewing of regional data.
3. **Enable automated data sharing between CalEOC and Bay Area OA WebEOC instances.** Such efforts should begin once the State completes its update of CalEOC at the end of the summer. For OAs that have not customized boards in their local instances of WebEOC, the data sharing solution can be as easy as subscribing to some pre-set

CalEOC boards. Information sharing can also be facilitated by OAs allowing CalEOC to subscribe to some of their WebEOC boards as well. However, in addition to the option of subscribing to pre-set CalEOC boards, OA instances of WebEOC with customized boards will require connectivity to CalEOC via configuration and data mapping via the State's fusion server. This can be accomplished with some programming assistance, which can be obtained from within jurisdiction IT departments and/or requested from the State. The WebEOC system vendor can also be hired to assist if needed.

4. **Prioritize CalEOC and WebEOC administrator and end-user training.** WebEOC administrator and end-user training is being provided by jurisdictions that use WebEOC, although these vary in extensiveness. The WebEOC vendor (Intermedix) usually provides WebEOC administrator training. WebEOC and CalEOC training program best practices and templates should be shared amongst jurisdictions. The region should explore whether standardized region-wide training programs would be useful. Such programs could potentially be delivered via the Bay Area UASI Regional Training and Exercise Program.
5. **Pilot connectivity between local instances of WebEOC and Cal COP.** It is estimated that this would initially cost approximately \$37,000 for three OAs and then approximately \$10,000 per each subsequent OA. This will take a matter of weeks to accomplish, once specified within Haystax's existing scope of work (Haystax is the Cal COP vendor). Ideally, such a pilot would include several Bay Area jurisdictions and be in place in time for the region to benefit during Super Bowl 50. The Bay Area UASI Management Team is currently seeking grant funds volunteered from jurisdictions which could be applied toward covering the costs of such a pilot. The connectivity and interoperability between WebEOC, CalEOC and Cal COP should also be tested during Urban Shield/Yellow Command.

#### IV. **Next Steps:**

The Bay Area UASI Management Team will work on implementing the above recommendations through the summer months and will report back to the Approval Authority on progress in the fall.

#### V. **Methodology:**

Over the course of three months in early 2015, the Bay Area UASI Regional Project Manager consulted local OA WebEOC administrators to determine the current status of WebEOC implementation, gaps, needs, and challenges in the Bay Area. The Regional Project Manager also consulted the Cal OES lead for CalEOC to determine the current implementation status of CalEOC, system interface and configuration, CalEOC access options for OAs, automated data sharing mechanisms between local instances of WebEOC and CalEOC, and also ascertained Cal OES's plans to update CalEOC and the associated timeframes to do so. Consultations with the OA WebEOC administrators and the CalEOC lead assisted in collectively determining

recommended solutions for enabling data sharing between local instances of WebEOC and also between local instances of WebEOC and CalEOC.

Additionally, the UASI Regional Project Manager also consulted the Cal COP vendor Haystax’s team to determine data sharing options and specifics between Cal COP and WebEOC, and the estimated costs and anticipated implementation timeframes.

The UASI Regional Project Manager will continue to consult and work collaboratively with the OA WebEOC administrators, the CalEOC lead, and the Cal COP vendor Haystax’s team as part of this project effort.

**VI. Acronyms and Terms:**

Boards	User interface screens with data fields for data entry or viewing
Cal COP	California Common Operating Picture for threat awareness. Web-based tool that facilitates and supports information sharing and situational awareness. Formerly known as Digital Sandbox 7 Owned by the vendor Haystax
CalEOC	State version of WebEOC that facilitates information sharing, mission tasking, resource ordering and tracking between Operational Areas and the State
Cal OES	California Governor’s Office of Emergency Services
EOC	Emergency Operations Center
FEMA	Federal Emergency Management Agency
IT	Information Technology
OA	Operational Area
RIMS	Response Information Management System. Software tool previously used by Cal OES for resource ordering and mission tasking. Replaced by CalEOC. Formerly owned by the vendor E-Team
SEMS	Standardized Emergency Management System
UASI	Urban Areas Security Initiative
WebEOC	Web-based tool that facilitates and supports information sharing and situational awareness. Owned by the vendor Intermedix



**To: Bay Area UASI Approval Authority**  
**From: Tristan Levardo, CFO**  
**Date: May 14, 2015**  
**Re: Item 10: Reallocation of Grant Funds**

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**Staff Recommendation:**

No recommendation – for discussion only

**Action or Discussion Item:**

Discussion

**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 12 - Appendix A illustrates the pertinent budget changes for the nine months ended March 31, 2015.

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

For the Period July 1, 2014 through April 30, 2015

Jurisdiction	Project, Solution Areas	Project Categories	Initial Allocation	Reallocation	Cumulative Change	Justification
<b>FY2014</b>						
Alameda	H-Training and Exercise	Planning budget	1,001,153	794,153	(207,000)	Reallocation of personnel budget savings into training and trauma project.
Alameda	H-Training and Exercise	Training budget	1,700,000	1,900,000	200,000	Reallocation of personnel budget savings into training.
Alameda	E-Equipment	Trauma project	75,000	82,000	7,000	Reallocation of personnel budget savings into trauma project.
<b>Grand Total for 2014 UASI Reallocation</b>			<b>2,776,153</b>	<b>2,776,153</b>	<b>-</b>	

<b>FY2013</b>						
Alameda	H-Training and Exercise	Planning budget	809,979	603,479	(206,500)	Reallocation of personnel budget savings into training and EOC equipment
Alameda	H-Training and Exercise	Training budget	1,850,000	2,050,000	200,000	Reallocation of personnel budget savings into training.
Alameda	H-Training and Exercise	Equipment	-	6,500	6,500	Reallocation of personnel budget savings into EOC equipment
San Mateo	F-Equipment	Notification system	218,951	122,543	(96,408)	Savings in the notification system were reallocated to planning and equipment
San Mateo	A-Planning	Planning budget	261,049	291,049	30,000	Savings in the notification system were reallocated to Captain's position
San Mateo	D-Equipment	CBRNE	90,000	156,408	66,408	Savings in the notification system were reallocated to ladder system for an armored vehicle
Oakland	A-Planning	Planning budget	393,836	413,322	19,486	Reallocation of savings from CBRNE and radio projects to planning
Oakland	A-Equipment	Equipment budget for OES staff	-	51,548	51,548	Reallocation of savings from CBRNE and radio projects to OES equipment
Oakland	B-Equipment	Radios	5,000	-	(5,000)	Savings in radio project were reallocated to planning and equipment
Oakland	D-Equipment	CBRNE	414,685	348,651	(66,034)	Savings in CBRNE were reallocated to planning and equipment
<b>Grand Total for 2013 UASI Reallocation</b>			<b>4,043,500</b>	<b>4,043,500</b>	<b>-</b>	

# UASI Approval Authority and Management Team Tracking Tool

May 14, 2015 Approval Authority Meeting

Special Request Items/Assignments						
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
1	Capability and Asset Risk Update	Presentation	Dave Frazer	4/14/15	7/9/15	
2	Catastrophic Plan Just In Time Training Videos	Presentation	Corinne Bartshire	1/14/15	7/9/15	
3	Resource Inventory Project Update	Presentation	Mikyung Kim-Molina	11/18/14	7/9/15	
4	Emergency Public Information and Warning Program Update	Presentation	Srijesh Thapa	11/18/14	7/9/15	
5	Emergency Agreements Analysis	Presentation	Maribel Garcia	11/18/14	7/9/15	
6	WebGrants Roll Out	Presentation	Ethan Baker	2/25/15	7/9/15	
7	Risk and Gap Report	Presentation	Catherine Spaulding	4/14/15	8/13/15	
8	Bay Area Homeland Security Strategy	Presentation	Catherine Spaulding	11/18/14	8/13/15	
9	2016 UASI Proposal Guidance	Presentation	Catherine Spaulding	11/18/14	8/13/15	
10	Urban Shield 2015	Presentation	Tom Wright and Corinne Bartshire	2/25/15	8/13/15	
11	Super Bowl 50 Regional Preparation	Presentation	Corinne Bartshire	4/14/15	8/13/15	
12	P25 Build Out Analysis	Presentation	Srijesh Thapa	11/18/14	8/13/15	
13	Regional Public Health and Medical Report Out	Presentation	Eric Shanks	4/14/15	10/8/15	
<i>Reoccurring Agenda Items are on the back side of this page</i>						

Regular Items/Assignments						
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
A	UASI Financial Reports	Report	Tristan Levarado		7/9/15 8/13/15	FY12 UASI Spending Report FY13 UASI Spending Report
B	BayRICS JPA Quarterly Report	Report	Barry Fraser			BayRICS JPA Report: 7/9/15; 10/8/15; 1/14/16; 4/14/16; 10/13/16
C	Election of UASI Officers	Discussion & Action Item	Chair		1/14/16 (Annually)	
D	Reallocation of Grant Funds	Report	Tristan Levarado		5/14/15 11/14/15 (Biannually)	