Bay Area UASI Program
Approval Authority Meeting
Thursday, November 13, 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 10:10 AM. Subsequently, UASI Assistant General Manager Catherine Spaulding took the roll. Vice-Chair Rich Lucia and Members Colleen Mulholand and Mike Casten were present. Members Raymond Guzman, Ken Kehmna, Bob Doyle, Sherrie Collins, and Carlos Bolanos were absent, but their alternates, respectively Charlie Orkes, Dana Reed, Dave Augustus, Phil Penko, and Mark Wyss, were present. Both Renee Domingo and Cal OES were not present and neither were their alternates. Alternate Christopher Helgren arrived at 10:19 AM.

2.   Approval of the Minutes

Chair Kronenberg asked if there were any comments or questions concerning the minutes from the September 11, 2014 meeting. Seeing none, she asked for a motion to approve the minutes.

Motion: Approve the minutes from the September 11, 2014 Approval Authority Meeting.

Moved: Alternate Member Reed   **Seconded:**   Alternate Member Augustus

Vote: The motion was passed unanimously.

Chair Kronenberg then moved to Item 3.

3. **General Manager's Report**

(a)   FY 15 Project Proposal Submission Update

UASI General Manager Craig Dziedzic provided an update on the project proposal
submission process for Fiscal Year 2015. He stated that on September 24, 2014, the
UASI Management Team hosted a kick-off meeting at the Alameda County Sheriff's
Office with over 100 attendees. The Management Team also hosted a webinar with 35
participants and added downloadable tutorial videos to their website.

The BAUASI Management Team opened up the proposal submission process from
October 1st through October 31st and received 168 proposal submissions, up from 120 last
year. The Management Team is now reviewing each proposal for grant compliance.

(b)   Bay Area Preventative Radiological/Nuclear Detection (PRND) Program

Mr. Dziedzic provided an update on the PRND Program and a working group meeting
held on October 28, 2014. He thanked Chief Bruce Martin for his role as Project
Manager of the BAUASI CBRNE Program.

(c)   Multimedia /Website Update

Mr. Dziedzic announced a quarterly newsletter with the first issue being published on
November 3, 2014. He thanked Ethan Baker for leading the project as well as regional
partners for gathering photos and articles for the first issue.

Additionally, Mr. Dziedzic announced that the Management Team is seeking proposals
for a web-based grants management system. The project is scheduled to begin in early
2015.

(d)   The National Fusion Center Association (NFCA) Annual Training Event

Mr. Dziedzic reported on the NFCA training event which occurred from November 4th
through November 6th. The main topic was enhancing capabilities at a local level and
information sharing through fusion centers. He invited NCRIC Deputy Director Dan
Mahoney to speak about the event.

Mr. Mahoney stated that it was a 3 day conference with 45 breakout sessions covering
various topics. There were between 600 and 650 attendees from 47 states and the
Territories of Puerto Rico and Guam. The highlighted speakers included Secretary of
Homeland Security Jeh Johnson and FBI Director James Comey.

Mr. Dziedzic concluded his report by stating that the Washington, D.C. UASI is using the
policies and procedures of the BAUASI as a model in their own organization.

Chair Kronenberg asked the board for question regarding the General Manager's Report. Seeing none, she commended Ethan for his work on the newsletter and asked for public comment. Seeing none, she moved on to Item 4.

4.   2014 Threat and Hazard Identification and Risk Assessment (THIRA)

Assistant General Manager Catherine Spaulding indicated that the THIRA is being prepared for submission to Cal OES. The THIRA is a risk assessment process that helps stakeholders understand risks and estimate capability requirements. FEMA requires all states, UASIs, and tribal nations to complete a THIRA on an annual basis. Ms. Spaulding thanked all the stakeholders who attended the THIRA workshop and/or provided input, stating that the quality of the document was greatly enhanced by the regional coordination of scenarios, capability targets, and resource estimation areas. She concluded her report by introducing Haystax Technology Project Manager Jason Carroll. Haystax is the vendor contracted by Cal OES to support the preparation of all California UASI THIRAs.

Mr. Carroll provided a background briefing on the THIRA process and its requirements, including the four-step process. His report included the results of the THIRA Workshop, which occurred on October 16, 2014. The results included whole community participation, scenario updates, capability target revisions, and resource requirements review.

After Mr. Carroll concluded his report, Chair Kronenberg asked for questions. Seeing none, she asked for public comment. One member of the public asked about where she could access oil by rail safety information for California. Mr. Carroll indicated that the information is available on the CA Department of Transportation website. Chair Kronenberg asked for other public comment. Seeing none, she asked for a motion to approve this year's THIRA.

Motion: Approve the 2015 THIRA submission

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

Vote: The motion was passed unanimously.

Chair Kronenberg then moved on to Item 5.

5.   Public Information and Warning Project Update

Project Manager Srijesh Thapa provided an update on the status of the Public Information and Warning Program. Mr. Thapa gave an overview of the program and stated that the goals of the regionalized mass notification system are to promote regional collaboration, increase interoperability, and leverage cost savings. Concluding his report, Chair Kronenberg asked for questions from members.

Vice-Chair Lucia discussed the idea of administration and how a Joint Powers Authority (JPA) might make sense for a region wide program. Chair Kronenberg seconded this sentiment.

Mr. Thapa agreed that this was a valid point and that his workgroup is using several regional models to determine what is appropriate for the Bay Area.

Chair Kronenberg asked for and questions or comment from the members. Seeing none, she asked for public comment. Hearing none, she moved on to Item 6.

6. **RAD/NUC Working Group Update**

CBRNE Project Manager Chief Bruce Martin reported on the October 28, 2014 PRND meeting. Documents distributed at this meeting included: the draft Concept of Operations, Regional Program Strategy, Equipment Capabilities and Procurement Guidelines, and Capability Survey results.

Chief Martin presented on the development of the Bay Area PRND Program. He outlined funding efforts as: independent funding, Securing the Cities Grants, end of the year hub money requests, and a regional UASI grant application.

When he concluded his report, Chair Kronenberg asked for questions from the members. Seeing none, she asked for public comment. One member of the public asked whether the PRND work was related to radiation from Fukushima. Chief Martin indicated that the PRND program did not focus on the radiation from Fukushima.

UASI General Manager Craig Dziedzic announced that this is Chief Martin's last Approval Authority meeting. He said that is has been a pleasure working with him and that the Management Team feels the same way.

Chair Kronenberg thanked Bruce and moved on to Item 7.

7. **King Fire Incident Management Teams**

Chief Martin provided a background on the King Fire and reported on the King Fire Incident Management Teams. Chief Martin discussed the logistics of the California Mutual Aid System, a set of mutual aid agreements between regions that allow local government agencies to buy surge capacity fire engines and crews for use in emergencies.

Chair Kronenberg asked for additional comments from the members and public. Seeing none, she thanked Bruce for his work on the PRND program and moved to Item 8.

8. **Reallocation of Grant Funds Report**

Chief Financial Officer Tristan Levardo provided a report on the reallocation of grant funds for the 6 months ending June 30, 2014. Additionally, Mr. Levardo reported that the County of Alameda is requesting the reallocation of $200,000 in additional salary savings from planning positions to training under the Regional Training and Exercise budget. Since $150,000 in changes had been previously approved by the Management Team, the result is a cumulative change of $350,000. These salary savings were realized due to unforeseen changes in staffing, including the departure of 2 full time staff members and the hiring of new personnel at a lower cost. The additional $200,000 will allow Alameda to conduct a number of training programs that are in high demand, including low angle rescue, school violence, critical incidents, and training related to the Ebola virus.

Chair Kronenberg confirmed that this is an action item and asked for additional comments from the members and public. Seeing none, she asked for a motion.

Motion: Approve the request from Alameda County to transfer salary savings of $200,000 from the Planning budget to the Regional Training and Exercise budget.

Moved: Member Casten   **Seconded:** Member Mulholand

Vote: The motion was passed unanimously.

Chair Kronenberg then moved on to Item 9.

9. **BayRICS JPA Quarterly Report**

BayRICS General Manager Barry Fraser provided a quarterly report on the activities of the BayRICS Joint Powers Authority. He outlined the BayRICS strategic plan which includes obtaining realistic and stable funding, state planning for FirstNet, interoperability, and bridging the voice-data communications gap. Members of BayRICS will attend the Public Safety Advisory Committee meeting in Oklahoma on December 2nd and a CalFRN meeting in Sacramento on December 3, 2014.

Mr. Fraser also reported on the current status of BayLoop. The network currently needs more equipment for region-wide use to be applicable. BayRICS is exploring alternative uses such as WebEOC or ARIES. Additionally, counties may have to assume sustainability costs. Concluding his report, Mr. Fraser announced that DHS has just released its National Emergency Communications Plan Update, the first update since 2008.

Chair Kronenberg asked for comments from the members and public. Seeing none, she moved to Item 10.

10. Tracking Tool

Chair Kronenberg asked if there were any additions from members. Seeing none, she asked for comments from the public. One member of the public sought more information on the purpose of the tracking tool.

Chair Kronenberg gave a copy to the person and explained that the tracking tool is a project management tool for the UASI Management Team.

Seeing no further public comment, she moved to Item 11.

11. Announcements – Good of the Order

Chair Kronenberg asked the Board for any announcements.

Chair Kronenberg announced the retirement of Renee Domingo. She thanked Ms. Domingo for her longstanding time serving on the Approval Authority. General Manager Craig Dziedzic announced that a card is being passed around for Ms. Domingo.

Chair Kronenberg asked the public for final comment. One member of the public asked the board to block the approval of a bulletproof vehicle being voted on this Tuesday by the Berkeley City Council.

Chair Kronenberg thanked the member and asked for additional comment. Hearing none, she reminded everyone that there is no meeting in the month of December and that elections for Approval Authority members will occur in January. She wished everyone happy holidays.

12. Adjournment

The meeting adjourned at 11:25 AM.