



**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. Dziejdzic 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.