



**Bay Area UASI Program
Approval Authority Meeting**
Thursday, November 12, 2020
10:00 A.M.

Location
Zoom Meeting

**REGULAR MEETING MINUTES
DRAFT**

1. ROLL CALL

Approval Authority Chair Mary Ellen Carroll called the meeting to order at 10:00 AM and General Manager Craig Dzedzic subsequently took the roll. Chair Mary Ellen Carroll and Vice-Chair Rich Lucia were present. Members Chris Godley, Jessica Feil, Dana Reed, Raymond Riordan, and Gerry Malais were present. Members Mike Casten, Jose Velo, Bob Doyle and Mark Robbins were absent, but their alternates, Thomas Chalk, Erica Arteseros, Rick Navarro and Scott Kirkpatrick were present.

2. APPROVAL OF THE MINUTES

Motion: Approve the minutes from the September 10, 2020 Approval Authority meeting.

Moved: Member Godley **Seconded:** Alternate Navarro

Vote: The motion passed unanimously.

Chair Mary Ellen Carroll asked for any comments or questions concerning the minutes from the September 10, 2020 meeting.

A member of the public made a comment regarding the minutes process.

3. GENERAL MANAGER'S REPORT

General Manager Craig Dzedzic provided the Approval Authority an update on the Notification of FY 20 Sub-recipient Awards, and the UASI FY 2021 Project Proposal Process. He also presented the 2021 Meeting Calendar for approval.

Approval of the 2021 Calendar for Approval Authority Meetings

Motion: Approve the 2021 Calendar for Approval Authority Meetings.

Moved: Member Malais **Seconded:** Member Lucia

Vote: The motion passed unanimously.

Management Team Tracking Tool and Future Agenda Items

There were no additions to the tracking tool.

A member of the public made a comment regarding the General Manager's report.

4. THIRA AND SPR APPROVAL

Regional Program Manager Janell Myhre presented the annual THIRA and SPR for review and approval.

Motion: Approve the THIRA/SPR.

Moved: Member Kirkpatrick **Seconded:** Member Malais

Vote: The motion passed unanimously.

A member of the public made a comment regarding the THIRA and SPR approval agenda item.

5. HUB FUNDING ALLOCATION AND RISK FORMULA UPDATE

Regional Program Manager Janell Myhre presented the hub funding and allocation and risk formula for review and approval.

Motion: Approve the Hub Funding Allocation and Risk Formula Update.

Moved: Member Mary Ellen Carroll **Seconded:** Alternate Navarro

Vote: The motion passed unanimously with the amendment described below.

Member Godley directed the management team to inquire what projects the State of California is using their retention funds for.

A member of the public had a comment regarding the Hub Funding Allocation and Risk Formula Update.

6. RCPGP PROGRAM UPDATE

Regional Project Manager Corinne Bartshire presented an update on the Bay Area RCPGP program. She stated in her report that The Bay Area has been awarded funding through the Department of Homeland Security Regional Catastrophic Preparedness Grant Program

(RCPGP) as follows: • FY 2019 - \$1,406,550 for Life Sustaining Commodity Distribution Planning • FY 2020 - \$929,414 for Regional Pandemic Preparedness.

7. DSW PROGRAM ANALYSIS PROJECT CLOSEOUT

Regional Project Manager Corinne Bartshire presented a closeout of the DSW Program Analysis Project. She stated that the Bay Area UASI completed a review and analysis of local DSW programs within the region. Based on the identified best practices, lessons learned, and experienced challenges, the UASI developed an accompanying DSW Program Toolkit.

Members Godley and Arteseros thanked Corinne Bartshire for her efforts in regional catastrophic planning.

A member of the public made a comment regarding UASI initiatives.

8. JIS ADMINISTRATION SUPPORT PROJECT UPDATE

Regional Project Manager Corinne Bartshire presented an update on the JIS Administration Support Project. She stated that the Bay Area UASI has recently funded several efforts to support the Bay Area Joint Information System. These include: JIS Administrative Services, Interim COVID-19 After Action Report, Update to Bay Area JIS Framework and Toolkit, Bay Area JIS Training, Annual exercise design, conduct, and evaluation, Annual license to Simulation Deck virtual exercise platform, and the Mass Notification Seminar 2021.

A member of the public made a comment regarding the JIS project.

9. MEDICAL AND PUBLIC HEALTH WORKGROUP UPDATE

Regional Program Manager Jodi Traversaro presented an update on the Medical and Public Health Workgroup. She stated that The Bay Area UASI Regional Emergency Medical and Public Health Workgroup in partnership with the Association of Bay Area Public Health Officers has completed the Med/Health Shelter Concept of Operations, Toolkit, and Training Project for the Bay Area region.

A member of the public made a comment regarding the Medical and Public Health Update.

10. BAY AREA TRAINING AND EXERCISE PROGRAM (BATEP) UPDATE

Regional Program Manager Jodi Traversaro presented an update on the Bay Area Training and Exercise Program (BATEP).

A member of the public made a comment regarding the BATEP program

11. NCRIC BRIEFING

NCRIC Executive Director Mike Sena presented an Election Security threat briefing for the Bay Area UASI. He discussed recent trends in election security as well as services offered by the NCRIC to support local agencies and other partners.

Members Feil, Riordan, and Godley commended the NCRIC for their efforts during the current period of emergency.

12. REALLOCATION OF FY19 GRANT FUNDS REPORT

Chief Financial Officer Tristan Levardo presented the FY19 Reallocation of Grant Funds Report.

A member of the public made a comment regarding the Reallocation of Grant funds report.

13. ANNOUNCEMENTS- GOOD OF THE ORDER

Chair Carroll announced that Adrienne Bechelli has been appointed Deputy Director of the San Francisco Department of Emergency Management.

14. GENERAL PUBLIC COMMENT

A member of the public made a comment.

15. ADJOURNMENT

The meeting adjourned at 11:56 AM.