



**Bay Area UASI Program
Approval Authority Meeting
Thursday, February 14, 2012
10:00 a.m.**

LOCATION
Alameda County Sheriff's Office OES
4985 Broder Blvd., Dublin, CA 94568
OES Assembly Room

**REGULAR MEETING MINUTES
DRAFT**

1. Roll Call

Chair Kronenberg called the meeting to open session at 10:05 am. UASI General Manager Craig Dziedzic took roll and Chair Kronenberg, Members Godley, Collins, Aston, Bolanos, Guzman, Domingo, and Casten were present. Vice Chair Lucia and members Bob Doyle, Renee Domingo, Emily Harrison, Brendan Murphy, Jim Brown were absent, but their respective alternates Brett Keteles, Dave Augustus, Cathey Eide, Ken Kehmna and Ken Bobinski were present.

2. Approval of the Minutes

Motion: Approve the minutes from the January 10 Approval Authority meeting.

Moved: Member Godley **Seconded:** Member Aston

Vote: The motion passed unanimously

Chair Kronenberg moved to item 3.

3. General Manager's Report

(a) Management Team Staff Update (Discussion Only)

Craig Dziedzic, UASI General Manager, provided a staff update regarding the Management Team Staff open positions. David Frazer was hired as the new Risk and Information Sharing Project Manager. David Frazer indicated he was pleased to be the new project manager as well as the North Bay representative on the UASI Management Team.

(b) National Homeland Security Conference (Discussion Only)

Mr. Dziedzic stated that the 7th annual National Homeland Security Conference will be held on June 4 - 7, 2013 in Los Angeles, CA at the Westin Bonaventure Hotel. The conference will be

hosted in conjunction with the Major Cities Chief Intel Commanders Meeting and the Leaders in Counterterrorism Conference. Mr. Dziejdzic indicated that a budget will be created for those who would like to attend the Homeland Security Conference.

(c) Bay Area UASI Master MOU and Bylaws

Mr. Dziejdzic reported that the Bay Area UASI Master MOU contains a two year term, which expires on December 1, 2013. Mr. Dziejdzic and Robin Donoghue, legal counsel for the Bay Area UASI, discussed a process to review the existing verbiage of the Master MOU and Bylaws and make possible recommendations for modifications/revisions. Mr. Dziejdzic requested the Board to appoint an ad hoc, three voting member committee for the limited purpose to review and make recommendations to the Approval Authority. Chair Kronenberg mentioned that the modifications or the revisions would require a minimal amount of work. Member Godley clarified whether the ad hoc committee members would be actual Approval Authority members on the committee and not actual staff from jurisdictions. Chair Kronenberg clarified the members would be Approval Authority members. Member Sherrie Collins, Chris Godley, Mark Aston, and Chair Kronenberg volunteered as members for the Master MOU and Bylaws Ad Hoc Committee with Mr. Dziejdzic acting as staff and will be a non-voting member. Chair Kronenberg asked Robin Donoghue, the legal counsel, if it was permissible to have a four member committee. Ms. Donoghue indicated it was permissible.

Motion: Approve the Master MOU and Bylaws Ad Hoc Committee and members

Moved: Member Bolanos **Seconded:** Member Casten

Vote: The motion passed unanimously

Chair Kronenberg moved to item 4.

4. Report from the Advisory Group

NCRIC Deputy Director, Mike Sena, provided a report on the UASI Advisory Group meeting held on January 24, 2013. The Advisory Group received an overview of the Bay Area UASI Regional Training Program and Exercise Annual Report presented by Commander Dennis Houghtelling that highlighted the UASI's outstanding efforts to support multi-disciplinary terrorism and major threat response training and exercises.

After the review of several project proposals that were submitted to the UASI Management Team as regional projects, the Advisory Group decided to recommend to fund only one of the projects, a regional public health exercise planning project, submitted by Contra Costa County.

The Advisory Group will fully review all HUB projects on February 28 at 10:00 AM to provide recommendations for the Approval Authority's March meeting. Mr. Sena indicated that the Advisory Group will also continue to develop a proposal for the allocation of HUB funding based on potential reductions or additions to UASI funding at the upcoming Advisory Group meetings.

Chair Kronenberg moved to item 5.

5. Israel Trip Report

Chair Kronenberg provided a report on the Harvard National Preparedness Leadership Institute that invited a delegation of officials from the United States to visit their peers in Israel in January 2013. It was hosted and organized by the Emergency and Disaster Management Division of the Israel Ministry of Health and Ministry of Defense.

Chair Kronenberg reported best practices and lessons learned from the trip that have the potential of helping the Bay Area improve in areas such as implementing educational and informative training for children, patient tracking systems, and GIS mapping. To proceed with these ideas, Chair Kronenberg would reach out to her resources and contacts made during the trip.

Chair Kronenberg moved to item 6.

6. Ad Hoc Legislative Committee Washington, DC Trip

Amiee Alden presented on behalf of Renee Domingo regarding the Ad Hoc Legislative Committee Washington trip report. The Bay Area UASI Ad Hoc Legislative Committee traveled to Washington, DC on January 14 and 15, 2013 to meet with the Bay Area congressional delegation and officials from the Federal Emergency Management Agency (FEMA). The purpose of the trip was to share the findings of the UASI's recently completed Grant Effectiveness Report, which evaluates UASI investments and demonstrates the need for ongoing funding to the Bay Area.

Staff members for the Bay Area congressional delegation appreciated receiving documentation of the UASI's achievements, and expressed support for ongoing funding of the UASI. Unlike most UASIs, the Bay Area UASI demonstrated a clear process of how the funds were allocated and implemented to improve the region.

During the meeting with FEMA, the committee protested the 38% cut to the Bay Area's UASI grant in 2012, despite the fact that the Department of Homeland Security (DHS) that year elevated the Bay Area's relative risk score from 5th in the nation to 4th. FEMA responded that DHS designated the Bay Area as a "Level 2" for Threat and cities designated as "Level 1" for Threat had the smallest cuts in funding. There were several questions that the committee asked that went unanswered. The committee approached California's member of Congress, Nancy Pelosi regarding the questions FEMA could not answer and asked if, perhaps, she could initiate a discussion with FEMA.

Mr. Dziejcz informed the Board that a FEMA Webinar to discuss the THIRA would be taking place at the end of February. Chair Kronenberg added that Congress would like for the Bay Area UASIs to demonstrate to other UASIs how to be an effective program. Mr. Godley indicated that the National Preparedness Grant is still being pushed forward and discussed the negative effects that will cause UASI grants in FY 14.

Chair Kronenberg moved to item 7.

7. Regional Training and Exercise Program

Dennis Houghtelling, the Regional Training and Exercise Project Manager, presented the Bay Area UASI Regional Training and Exercise Annual Report. Mr. Houghtelling reported on the following:

- Established a Regional Training and Exercise Team
- Developed an Interim Training Plan
- Established Office Space for the Team
- Established a Regional Training and Exercise Website with Registration/Statistic component
- Established a 15 vendor Indefinite Quantity/Indefinite Delivery 3 year contract
- Developed a Guidance Manual for the Program
- Developed a Multi-Year Training and Exercise Training Plan

Chair Kronenberg moved to item 8.

8. Regional Catastrophic Preparedness Grant Program (RCPGP) A.) Project Updates and B.) Grant Expenditure

Janell Myhre, Regional Program Manager presented an update on the RCPGP FY 10 and FY 11. Paperwork confirming the six month extension for RCPGP FY10 is expected within the next 30 days. Ms. Myhre gave an overview on the following:

- FY09 Statewide Debris Management Project
- FY10 Logistics Plan
- FY10 Community Preparedness/Public Information projects (extensions requested)
- FY10 SPUR and ABAG projects (to be completed by February 28, 2013)
- FY11 Full Scale and Tabletop Exercise with on-line training package

Ms. Myhre gave an update on the 25 percent match for RCPGP being sought throughout Bay Area.

Tristan Levardo, Chief Financial Officer, reported on the RCPGP Quarterly Fiscal expenditure report. He reported that the only outstanding item for FY09 is the URS debris management contract. The balance of \$159K will be processed as soon as the final invoices are received from URS. The gap in the match for FY09 has been met primarily by local costs incurred by WETA (Water Emergency Transportation Authority).

The approval of the FY10 grant period extension arrived with the grant expiring on 6/30/13. A total of \$800K in expenditures has been processed since the last report and the actual match for FY10 has grown from \$290K to \$649K. About \$318K remains to be gathered from identified sources and a shortfall of \$223K is still required.

Mr. Dziedzic stated that a “Match group” was created in order to research and gather additional eligible RCPGP Match from various jurisdictions.

Chair Kronenberg moved to item 9.

9. Report on Travel Expenses

Tristan Levardo reported all travel expenses incurred by the Management Team and representatives from the jurisdictions for the period of October 1 through December 31, 2012.

The Bay Area UASI has made reimbursements of \$14,418 in travel expenses; \$2,638 from Management Team and \$11,780 from the jurisdictions.

Mr. Levardo stated that an extension was awarded for personnel up to January 31, 2014 for FY 11 and FY 12 UASI grants. The project managers are monitoring to assess the progress of the projects. If additional time is needed to accomplish a project, change request forms will be accepted from jurisdictions.

Chair Kronenberg moved to item 10.

10. Report from the Bay Area Regional Interoperable Communications System Joint Powers Authority (BayRICS JPA)

Barry Fraser, interim General Manager for the BayRICS JPA, reported on the status of the BayRICS JPA for the month of February. Mr. Fraser reported new information regarding the BayWEB Data Network project and the possibility of having the NTIA lift the suspension on the BTOP projects. Negotiating a lease with the FirstNet Board is underway and once approved, it will be sent to the NTIA to lift the suspension.

Mr. Fraser also gave an update and overview of the following:

- Sites and Backhaul Status
- Regional and State Planning for FirstNet
- Financial Audit
- Regional Pooled Procurement of P25 Mobile and Portable Radios
- Request for Qualifications for Technical Consulting Services
- T Band Spectrum Givebacks
- Regional Voice Communications Capabilities
- BayLoop Extended Maintenance and Network Monitoring
- APCO Emerging Technology Forum
- Meeting with Japan National Police Agency

Mr. Fraser indicated that he attended the informational hearing on Next Generations 911 and Public Safety Broadband Technologies.

Chair Kronenberg moved to item 11.

11. Tracking Tool

Chair Kronenberg asked the Board for any comments or questions.

Member Godley mentioned item 12 of the tool regarding the Approval Authority MOU and Bylaws update has a deadline for December 12, which will be past the expiration date to adopt

the MOU. Member Godley recommended having the MOU revised by August 2013. Chair Kronenberg asked the legal counsel, Robin Donoghue, if the MOU is required to be submitted to their jurisdiction's boards. Ms. Donoghue clarified that it would depend on the individual resolutions from the various jurisdictions that have given the authority to go ahead and amend the MOU.

Chair Kronenberg moved to item 12.

12. Announcements-Good of the Order

Member Collins announced that on February 25-26, the Naval Post Graduate School will be hosting a two day exercise. The school received Homeland Security funds to create a remote sensing application to integrate various forms of GIS data. The participants created a complex program by using the City and County of Monterey to develop GIS layers. A presentation will be held on February 25 and simulate an earthquake in Salinas on February 26.

Chair Kronenberg announced that the Department of Emergency Management is currently creating a budget for next year and one of the strategies being placed forth is inputting the UASI grant into the DEM budget so that it can be approved through the regular budget process. The budget analyst stated that can be decreased if the UASI Grant funds allocated are less than estimated.

Chair Kronenberg also announced that San Francisco is part of the Big City Emergency Management (BCEM) Group in the United States, which has a total of eleven major jurisdictions. San Francisco is hosting the BCEM during the week of February 19, 2013 and the meeting will touch on disasters such as Hurricane Sandy and other topics like the THIRA. A dinner will be held on February 19 at the Marine's Memorial that everyone is invited to attend and inform Chair Kronenberg if they wish to attend.

Chair Kronenberg asked the Board for any questions.

Chair Kronenberg moved to item 13.

13. Future Agenda Items

Chair Kronenberg asked the Board for any questions. Upon hearing none, Chair Kronenberg moved to item 14.

14. General Public Comment

Chair Kronenberg asked for general public comment.

The meeting adjourned at 11:30 a.m.