Bay Area UASI Program
Approval Authority Meeting
Thursday, April 11, 2013
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 order at 10:05 AM. UASI General Manager Craig Dziedzic took roll and Chair Kronenberg, Vice Chair Lucia, Members Godley, Collins, Guzman, Bolanos, and Casten were present. Members Domingo, Harrison, Aston, and Doyle were absent, but their respective alternates Cathey Eide, Ken Kehmna, Christopher Helgren, and Dave Augustus were present. Brendan Murphy was absent.

2. Approval of the Minutes

Motion: Approve the minutes from the March 14 Approval Authority meeting.

Moved: Vice Chair Lucia   **Seconded:** Member Godley
Vote: The motion passed unanimously

Chair Kronenberg moved to item 3.

3. General Manager's Report

 (a) UASI FY 2013 Update

Craig Dziedzic, UASI General Manager, provided an update regarding the FY 2013 UASI grant status. Mr. Dziedzic stated that Congress had passed the Fiscal Year (FY) 2013 Consolidated and Further Continuing Appropriations Act and gave a brief overview of the legislation to the Board.

 (b) Management Team Staff Update (Discussion)

Mr. Dziedzic reported on staff changes to the Management Team and the job positions that are currently open for application. He indicated that the job announcement for the interoperability

project manager position had been posted. The position will serve on the Bay Area UASI Management Team and has the responsibility of coordinating/collaborating, facilitating, and managing Bay Area UASI interoperable projects.

(c) Grants Management Workshop

Mr. Dziedzic indicated that the UASI Management Team will coordinate and conduct a Grants Management Workshop titled "Fifty Shades of Grants Management" and provided the details to attend the workshops.

Mr. Dziedzic explained that these grant workshops will discuss project management, sub-recipient MOUs, the Financial Management workbook, compliance requirements, and monitoring.

Chair Kronenberg moved to item 4.

4. FY 14 Risk Management Cycle

Catherine Spaulding, UASI Assistant General Manager, reported that the Management Team completed its planning for the FY14 Risk Management Cycle. The Bay Area UASI Management Team initiated a regional collaborative planning, risk validation analysis, and capabilities assessment in 2010 to comply with Department of Homeland Security guidance that all levels of government establish a foundation to justify and guide preparedness activities and investments. Ms. Spaulding explained new additions to the risk cycle and the detailed timeline for the FY14 Risk Management Cycle.

David Frazer, Risk and Information Sharing Project Manager, provided information regarding the series of steps the Risk Information Program has established. He gave detailed information about the Kick-Off Meeting, Risk Data Validation meeting, the Operational Area Core Capability Assessment, and the Regional Capabilities Assessment.

The Board discussed whether the Risk Information Program process will have accurate information pending the issuance of the guidance from the Department of Homeland Security in May. The management team stated that as soon as new information is received, changes will be applied to the process to comply with the new requirements as necessary.

Chair Kronenberg moved to item 5.

5. Regional Catastrophic Planning Team (RCPT)/Medical and Public Health Workgroup Update

Janell Myhre, Regional Program Manager, presented an update on the Regional Catastrophic Planning Team and Medical and Public Health Workgroup. Ms. Myhre reported on the Regional Logistics and Critical Lifelines Project and stated that the Bay Area Logistics Steering Committee and the RCPT reviewed and provided input for the project's new deliverables. Ms. Myhre indicated that the vendor, URS Corporation, will continue its work on the project, with management and oversight provided by the Management Team, Bay Area Logistics Steering

Committee, and the Bay Area RCPT

The Board held a discussion regarding the plans that RCGP have in place and the status for the plans to be accepted and approved by CalEMA. The Board would like to see the State review and accept the plans that the Regional Catastrophic Planning Team have completed. The Board discussed steps for action to take towards improving the relationship between the Bay Area and State officials.

Ms. Myhre gave a report regarding the RCPGP 25 percent grant match and indicated the latest funds that were collected and the remaining funds needed by September 30th, 2013.

Chair Kronenberg moved to item 6.

6. Logistics & Critical Lifelines Plan

Lee Rosenberg, representative of the URS Corporation, gave a presentation regarding the Logistics & Critical Lifelines Plan. His presentation included an overview of the following:

- Planning Objectives
- Project Deliverables
- Gaps & Recommendations
- Project Completion Status

The Board discussed the State's reluctance to adopt any regional plans that the Bay Area has created. Mr. Godley commented that if the State were to adopt plans such as the Logistics & Critical Lifelines Plan, the State would have to commit to rules and regulations with which they do not agree.

Chair Kronenberg moved to item 7.

7. Statewide Debris Management Project Closeout

Mary Landers presented a report on the closeout of the Statewide Debris Management Project. She gave a general presentation summarizing the Bay Area's Debris Management plan, an overview of the similarities and differences found in the City of Los Angeles' Debris Management plan, the statewide Debris Management Workshop held in Los Angeles and the "Just in Time" Training CDs deliverable.

Anna Davis, a representative from URS Corporation, spoke about the different reports that were presented and gave an overview of the lessons learned from the Debris Management workshops. Ms. Davis summarized the topics of discussion that included disposal of debris as a regional issue, wide-scale private property debris removal and demolition, and Debris Management Operations.

Chair Kronenberg moved to item 8.

8. Expenditure Report on the FY10 UASI Grant

Tristan Levardo, Chief Financial Officer, reported on the FY10 UASI grant and indicated that the completion rate was 97 percent. All MOUs have been closed out and liquidated except for Oakland and San Francisco, whose final claims are currently being processed. Mr. Levardo stated that the Management Team is waiting for an extension from the State in order to extend deadlines for projects.

Chair Kronenberg moved to item 9.

9. 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 meeting held in March 2013. Mr. Fraser reported new information regarding implementing the agreement for maintenance and network monitoring for the BayLoop regional microwave network. The BayRICS Board approved a 12-month agreement with Aviat Networks for extended warranty, maintenance and monitoring services for BayLoop.

Mr. Fraser also indicated that the BayRICS Board held a conference call with FirstNet Board Member, Sue Swenson along with seven BTOP recipients and several staff and consultants from NTIA and FirstNet. Mr. Fraser stated that a series of discussions for the spectrum lease will occur in an attempt to meet the 90-day negotiation window set forth by the FirstNet Board.

Chair Kronenberg moved to item 10.

10. Tracking Tool

Chair Kronenberg moved to item 11.

11. Announcements-Good of the Order

Chair Kronenberg moved to item 12.

12. Future Agenda Items

Chair Kronenberg moved to item 13.

13. General Public Comment

Chair Kronenberg asked for general public comment. There was no public comment and the meeting adjourned at 11:13 a.m.