



**Bay Area UASI Program  
Approval Authority Meeting**  
Thursday, January 9, 2014  
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 10:11 am. General Manager Craig Dziedzic took roll. Chair Anne Kronenberg, Vice-Chair Rich Lucia, Members Raymond Guzman, David Hober, Sherrie Collins, Mike Casten, Christopher Helgren and Brendan Murphy were present. Members Carlos Bolanos, Bob Doyle and Ken Kehmna were absent, but their alternates, Mark Wyss, Dave Augustus and David Snow, were present.

**2. Approval of the Minutes**

**Motion:** Approve the minutes from the November 14, 2013 Approval Authority meeting.

**Moved:** Vice-Chair Lucia    **Seconded:** Member Hober

**Vote:** The motion passed unanimously

**3. General Manager's Report**

(a) UASI FY 2014 Project Proposal Update

General Manager Craig Dziedzic stated that the Management Team received over 150 project proposals for the FY 2014 UASI grant. All of the projects were reviewed for grant compliance and submitters were contacted if any revisions were required.

Mr. Dziedzic stated that Approval Authority members were sent a list of their jurisdiction's project proposals during the first week of December to ensure that the proposals aligned with the goals/strategies of the Operational Area. Approval Authority members had from December 3<sup>rd</sup> - December 7<sup>th</sup> to review the proposals and any revisions to a proposal were communicated to

Janell Myhre by COB on Friday December 7<sup>th</sup>. On Friday, December 20<sup>th</sup>, the proposals were sent to the various Hubs for a selection process similar to last year. Janell Myhre is coordinating the process.

On the day of their Hub Proposal Selection meetings, all voting members will receive a binder with a spreadsheet summarizing their entire Hub's project proposal submissions and back up proposal documents with project details.

The Hub Proposal Selection meetings are scheduled as follows:

- North Bay Hub: Wed. 1/08/14, 9:30 am-12:30 pm, Marin County OES, San Rafael
- South Bay Hub: Fri. 1/10/14, 9:30 am-12:30 pm, SCC Sheriff's Auditorium San Jose
- East Bay Hub: Mon. 1/13/14, 9:30 am-12:30 pm, Dublin OES
- West Bay Hub: Wed. 1/15/14, 9:30 am-12:30pm, Redwood City

Following these meetings, the Advisory Group will review all prioritized proposals at their February 20, 2014 meeting and make recommendations to the Approval Authority. Lastly, all recommended hub projects will be scheduled for approval at the March Approval Authority meeting.

(b) The National Homeland Security Conference

Mr. Dziejdzic stated that the 8th annual National Homeland Security Conference will be held from May 20 - 22, 2014 in Philadelphia, PA at the Pennsylvania Convention Center. This year's theme is "Securing Our Liberty By Protecting Our Homeland". Please inform the Management Team if you are planning to attend.

(c) CA Statewide Risk Manager's Position Update

Mr. Dziejdzic stated that the Coalition of CA UASIs agreed to fill the CA Statewide Risk Manager's position. The coalition is in the process of finalizing the job description. The San Diego UASI agreed to chair the interview panel and follow the process that was used to hire the past statewide risk manager. The Coalition would like to complete the hiring by the end of January. Mr. Dziejdzic asked that if any Approval Authority member is aware of any interested potential candidates within their jurisdiction, to please have them contact the UASI General Manager by January 17, 2014.

(d) Approval of the 2014 Approval Authority Meeting Calendar

Mr. Dziejdzic presented the 2014 Approval Authority Meeting Calendar and indicated that the Management Team staff requests that Approval Authority meetings be calendared to occur at 10:00 AM at the Alameda County Sheriff's Office, Office of Emergency Services, on the second Thursday of each month with the exception of July and December.

**Motion:** Approval of the 2014 Approval Authority Meeting Calendar

**Moved:** Member Collins      **Seconded:** Member Domingo

**Vote:** The motion passed unanimously

#### **4. Report from the Advisory Group**

NCRIC Director Mike Sena stated that during the November 21, 2013 Advisory Group meeting, Assistant General Manager Catherine Spaulding provided a status update on the Threat & Hazard Identification and Risk Assessment (THIRA) project and Risk and Information Sharing Project Manager David Frazer gave a status update on the Automated License Plate Reader Focus Group.

The Advisory Group also discussed the Cyber Analyst Project. The group is scheduled to interview potential IT Analysts on January 9 and 10, 2014 for the position.

NCRIC Analyst Alison Terry received the award for National Infrastructure Protection Analyst of the Year. Mr. Sena also stated that Dan Mahoney will be taking over the role as Chair of the Advisory Group and Mr. Sena will serve as the alternate.

#### **5. Election of UASI Officers for 2014**

Chair Kronenberg asked for nominations for the position of the UASI Approval Authority Chair.

**Motion:** Vice-Chair Lucia made a motion to nominate Chair Kronenberg for UASI Chair

**Moved:** Vice-Chair Lucia     **Seconded:** Member Collins

**Vote:** The motion passed unanimously

Chair Kronenberg asked for nominations for the position of the UASI Approval Authority Vice-Chair.

**Motion:** Member Casten made a motion to nominate Vice-Chair Lucia for UASI Vice-Chair

**Moved:** Member Casten     **Seconded:** Member Wyss

**Vote:** The motion passed unanimously

#### **6. Threat and Hazard Identification and Risk Assessment**

Assistant General Manager Catherine Spaulding reported that the 2013 Bay Area Threat and Hazard Identification and Risk Assessment (THIRA) has been submitted to the State as required. This is the second year FEMA has required urban areas to complete the THIRA in order to receive state homeland security program funds. There remains no linkage of the THIRA to funding allocations. This year, FEMA provided a template with which to complete the report and has also added a new section on estimating required resources. The region's "scenarios" remain unchanged from last year with the exception of the addition of a cyber-attack scenario which was vetted through the region's cyber security focus group.

Digital Sandbox Client Service Manager Jason Carroll stated that the THIRA works off the guidance from the Department of Homeland Security National Preparedness Goal (NPG),

Homeland Security Grant Program (HSGP) Guidance and Comprehensive Preparedness Guide (CPG) 201 2<sup>nd</sup> Edition. Mr. Carroll provided a presentation on how the THIRA was developed.

Member Domingo noted that next year the Management Team should consider adding climate change/sea level rise to the THIRA scenarios.

## **7. Medical Surge Project Update**

Interim Project Manager Eric Shanks reported on the Medical Surge Project. The purpose of this project is to assess the state of medical surge planning and patient tracking plans in the Bay Area UASI region, identify what attributes will support regional cooperation, and explore recommendations. Tasks for Calendar Year 2014 include:

- 1) Complete an after action report from the December 11, 2013 workshop
- 2) Present findings to the Bay Area Medical and Health Operational Area Coordinators (MHOAC)
- 3) Conduct a scenario-based tabletop exercise
- 4) Set up/identify a regional coordinating body to implement action steps

Mr. Shanks also reported that the UASI Medical-Public Health Workgroup has branched off from the Regional Catastrophic Planning Team (RCPT) Workgroup and will meet quarterly.

## **8. Whole Community Conference Report**

Regional Program Manager Janell Myhre stated that Bay Area Regional Catastrophic Planning Team (RCPT) representatives Mary Landers, Janell Myhre, and Caroline Thomas-Jacobs attended the national RCPT Whole Community Conference from November 19-22, 2013 held in Lisle, IL. The conference was hosted by the Chicago RCPT, which is comprised of Illinois-Indiana-Wisconsin (IL-IN-WI) regional partners.

Ms. Myhre stated that the conference discussed programs from across the Chicago region, as well as national programs that could be considered for operational standards and future implementation. Some of the topics discussed were the role of social media in the whole community, communication with volunteer programs, pets and animals in disasters, collaboration between Volunteer Organizations Assisting in Disasters (VOAD) and Faith Based Organizations (FBO).

## **9. FY11 Regional Catastrophic Preparedness Grant Program Quarterly Fiscal Report (RCPGP)**

Chief Financial Officer Tristan Levardo stated that the Management Team has received the final check from the State of California for FY10 RCPGP. Mr. Levardo presented the following amounts for FY10, \$1,523,577 on regional recovery planning, \$1,470,158 on various regional training and exercise, \$397,765 on public outreach, and about \$179,500 on management & administration.

The Management Team has sought an extension from the State and is awaiting approval for FY11 RCPGP, which expires on 03/28/2014. So far, jurisdictions have spent \$459,000 of the total budget of \$1,281,000.

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

Barry Fraser, General Manager of the BayRICS JPA, reported that on December 17, 2013, the First Responder Network Authority (FirstNet) announced that it was not able to reach agreement with BayRICS and Motorola Solutions Inc. on terms for a spectrum lease. Although formal negotiations had concluded on November 15 without an agreement, the only written notice of FirstNet's decision was a statement included in a press release issued on December 17. Mr. Fraser mentioned that obtaining a spectrum lease from FirstNet was a necessary requirement to lift the partial suspension on Broadband Technology Opportunities Program (BTOP) grant funding and restart work on the BayWEB project. Therefore, this determination by FirstNet effectively puts an end to the BayWEB wireless broadband project.

Mr. Fraser stated that the end of the BayWEB project does not mean the end of BayRICS. The Authority remains financially sound with sufficient operating and reserve funding to continue operations for the near future. The Authority also has several ongoing projects with obligations and responsibilities that it should continue to meet, such as administration of the BayLoop maintenance agreement and pending grant requests for funding to assume coordination tasks for regional P25 system interoperability.

Member Casten stated that jurisdictions are shouldering the costs for BayRICS and would like to see how BayRICS could be used now instead of in the future.

#### **12. Tracking Tool**

Chair Kronenberg asked the Board for any questions or comments. There were no questions or comments.

#### **13. Announcements-Good of the Order**

Member Domingo stated that the City of Oakland has the possibility of joining the East Bay Regional Communication System (EBRCS) in the next 12 to 24 months.

Member Helgren introduced Sonoma County Fire & Emergency Services Department Fire Chief and Department Director Al Terrell. Chief Terrell will most likely be joining the Approval Authority in the near future.

Dr. Paula L. Scalingi from the Bay Area Center for Regional Disaster Resilience stated that she is glad to see the region coming together and sustaining the projects. Dr. Scalingi agrees with Member Domingo's comment regarding rising sea level and climate change.

#### **14. Future Agenda Items**

Chair Kronenberg asked the Board for questions or comments. There were no questions or comments.

#### **15. General Public Comment**

The meeting adjourned at 11:31 a.m.