



Bay Area UASI
Approval Authority Meeting
Thursday, November 18, 2021
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

Approval Authority Chair Mary Ellen Carroll called the meeting to order at 10:03 AM and General Manager Craig Dziedzic subsequently took the roll. Chair Mary Ellen Carroll and Vice Chair Rich Lucia were present. Members Erica Arteseros, Jessica Feil, Raymond Riordan, Dana Reed, Gerry Malais, and Mark Robbins were present. Members Mike Casten, Bob Doyle, and Chris Godley were absent, but their alternates Ryan Borkert, Craig Scardino, and Jeff Duvall were present.

2. APPROVAL OF THE MINUTES

Chair Carroll asked for any comments or questions concerning the minutes from the September 9, 2021 meeting. She then called for public comment.

One member of the public made a comment.

Chair Carroll then requested a motion to approve the minutes.

Motion: Approve the minutes from the September 9, 2021 Approval Authority Meeting.

Moved: Member Malais **Seconded:** Vice Chair Lucia.

Vote: The motion was passed unanimously.

3. GENERAL MANAGER'S REPORT

(a) Notification of Subrecipient Award FY 2021

General Manager Craig Dziejdzic informed the Approval Authority of Cal OES' approval of the Bay Area UASI's FY 2021 Homeland Security Grant Program application for \$30,562,500. A conditional hold was placed on one of cybersecurity project and three projects involving domestic violent extremism. The Management Team is coordinating with Cal OES and FEMA to provide additional information to release the hold. The Management Team is awaiting the Grant Assurances and will be sending all the FY2021 MOUs to grant sub-recipients who may begin incurring expenses after these MOUs are executed and returned.

(b) FY 2021 Targeted Violence and Terrorism Prevention (TVTP) Grant Program

General Manager Dziejdzic reported that the Bay Area UASI received notice in late September that it was one of several recipients of FY 2021 TVTP grant program funding. The award, in the amount of \$1,060,942, was the second largest award. Only the University of Colorado received more funding.

(c) UASI FY2022/FY2023 Project Proposal Process

General Manager Dziejdzic reported on the online FY2022/23 project proposal submission process for FY 22/23. The Management Team received more than 200 applications and funding requests exceeded available for funding for both grant years by more than \$2.2 million dollars. Hub Voting Members have performed their initial review and the projects are currently under review by the Management Team. Next, Approval Authority members will have an opportunity to review all projects prior to the Hub regional prioritization meetings in January.

(d) Approval of the 2022 Calendar for Approval Authority Meetings

This action item seeks approval of the 2022 calendar of Approval Authority meetings. The meetings are scheduled for January, March, June, September, and November.

(e) Approval of the Revised 2021 Master MOU

This action item seeks approval for the revised Master MOU that was previously approved at the September 9th Approval Authority meeting. Due to concerns about one of the clauses, that clause was removed and now requires a vote to approve the revised Master MOU.

(f) Management Team Staff Update

GM Dziejdzic provided an update on two changes within the Management Team staff. Corrine Bartshire has been promoted to the regional program manager position for the Bay Area Training and Exercise Program and Matthew Devine has joined the Bay Area UASI Management Team as the Training and Exercise Project Manager, overseeing the training course administration for the regionwide Bay Area Training and Exercise Program (BATEP). Matt served 28 years in the Santa Rosa Fire Department as a captain/paramedic, is a state-certified fire officer involved in numerous projects including training, policy development, and a technical committee member on NFPA 1600 Standard on Continuity, Emergency, and Crisis Management. In addition, Matt has worked with

schools throughout the Bay Area for the past 15 years as an emergency consultant focusing on risk analysis, training delivery, and digital planning.

(g) Management Team Tracking Tool and Future Agenda Items

General Manager Dziedzic reported on the Tracking tool and future agenda items, requesting that Approval Authority members submit future agenda items at any time to him.

Chair Carroll asked for Member comments.

Member Malais commented his appreciation for the revised MOU.

(Reference audio here: [November UASI Approval Authority Meeting Audio](#) at 12:49)

One member of the public made a comment.

The Approval Authority then conducted the votes on the Calendar and the revised Master MOU.

Motion: Approve the 2022 Calendar of Approval Authority Meetings

Moved: Chair Carroll **Seconded:** Member Arteseros

Vote: The motion was passed unanimously.

Motion: Approve the revised Master MOU.

Moved: Member Riordan **Seconded:** Member Robbins

Vote: The motion was passed unanimously.

4. THIRA/SPR APPROVAL

Regional Project Manager Amy Ramirez presented the annual THIRA and SPR for approval as an action item due to the FEMA requirement that all Homeland Security Grant recipients submit these documents on an annual basis. She further explained that the THIRA is designed to assist communities understand risks and identify capabilities needed to address risks and threats while the SPR provides a framework to assess a community's capacity to address the threats and hazards identified in the THIRA.

Chair Carroll requested comments from the Approval Authority.

Member Arteseros posed a question regarding the THIRA dashboard

(Reference audio here: [November UASI Approval Authority Meeting Audio](#) at 26:00)

One member of the public made a comment.

Motion: Approve the annual THIRA/SPR

Moved: Member Malais **Seconded:** Member Reed

Vote: The motion was passed unanimously.

5. ABAHO/BAMPWG VACCINE POINT OF DISPENSING (V-POD) OPERATIONS PROJECT UPDATE (Discussion)

ABAHO Coordinator Emma Hunter presented an update on the ABAHO/BAMPWG Mass Vaccination Planning Project. She provided background information, indicating that the FY19 regional mass prophylaxis exercise had been cancelled due the COVID-19 pandemic. As a result, the project scope of work was revised in February 2021 to provide guidance to local jurisdictions to enhance interoperability and compatibility in setting up, managing, and operating vaccine points of dispensing. The resulting plans include a Vaccine Point of Dispensing Operational Plan (V-POD) and three Field Operations Guides to support walk-thru, drive-thru, and mobile vaccine dispensing. Virtual Train the Trainer training on the plans is scheduled for completion by the end of December.

Chair Carroll requested comments from the Approval Authority.

Member Reed inquired about the notification process for the Train the Trainer component and the answer was mid-level representatives from ABAHO were receiving this training. Member Malais inquired about training managers within the region.

(Reference audio here: [November UASI Approval Authority Meeting Audio](#) at 35:45)

One member of the public made a comment.

6. GRANT FUNDED PROGRAMS UPDATE

BAUASI Program Managers presented updates on the region's grant-funded programs.

(a) BAY AREA TRAINING AND EXERCISE PROGRAM (BATEP) UPDATE

Regional Program Manager Corinne Bartshire presented an update on the BATEP. She indicated that 138 courses had been conducted for over 3800 attendees in 2021. In addition, 1800 new accounts have been created and the website has received more than 190,000 page views.

(b) SECURING THE CITIES SAN FRANCISCO BAY AREA (STC SFBA) UPDATE

Regional program manager Dominic Yin presented an update on STC SFBA. He indicated that the program is in year three and they are currently awaiting approval of the Concept of Operations. Procurement of equipment is ongoing and various training classes are being conducted.

(c) TARGETED VIOLENCE AND TERRORISM PREVENTION (TVTP) PROGRAM UPDATE

Regional Program Manager Jodi Traversaro presented an update on the TVTP program. She indicated that funds for the FY 21 award will fund 4 new projects including cross-sector threat assessment training and toolkit, combatting on-line radicalization training, media literacy and critical thinking training, and a mental health student film contest. She also updated members on the FY 20 projects.

A member of the approval authority thanked Program Manager Jodi Traversaro for her work on the TVTP program and congratulated her on her success.

Member Malais Monterey member inquired about Jodi's progress in recruiting Monterey County schools into her programming and asked about how schools are recruited in general.
(Reference audio here: [November UASI Approval Authority Meeting Audio](#) at 1:02:00)

(d) REGIONAL CATASTROPHIC PREPAREDNESS GRANT PROGRAM (RCPGP)

Regional Project Manager Amy Ramirez presented an update on RCPGP funding. She indicated that the FY 21 award has gotten underway. This award is designed to address supply chain issues. She also provided updates on the FY 20 and FY 19 awards.

Chair Carroll requested comments from the Approval Authority. Seeing none, she requested public comment.

One member of the public made a comment.

7. NCRIC THREAT BRIEFING

NCRIC Executive Director Mike Sena presented a briefing on Regional Information Sharing. The NCRIC examined the use of the regional deconfliction system – which allows agencies to enter information that is viewable by other law enforcement agencies – to prevent duplication of efforts and provide officer safety when multiple agencies arrive on-scene to an event. An assessment was conducted and discovered that only 36% of agencies are using the system. The NCRIC is reaching out to these agencies to better utilize the system.

Chair Carroll requested comments from the Approval Authority. Seeing none, she requested public comment.

One member of the public made a comment.

8. SUBRECIPIENT MONITORING AND DESK REVIEW RESULTS

CFO Tristan Levardo provide an update on the results of the desk review of FY19 BAUASI grant funds. Between June and October, the Grants Management Unit conducted desk reviews of 18 jurisdictions. There were findings in procurement, inadequate internal controls, corrective actions, and program management. The fiscal team expects to resume in person monitoring in 2022.

Chair Carroll requested comments from the Approval Authority. Seeing none, she requested public comment.

One member of the public made a comment.

9. ANNOUNCEMENTS - GOOD OF THE ORDER

There were no announcements.

10. GENERAL PUBLIC COMMENT

Chair Carroll requested comments from the Approval Authority. Seeing none, she requested public comment.

One member of the public made a comment.

11. ADJOURNMENT

The meeting was adjourned at 11.41 AM.