



**Bay Area UASI Program
Approval Authority Meeting**
Thursday, March 12, 2020
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

Approval Authority Vice Chair Richard Lucia called the meeting to order at 10:00 AM and Chief Financial Officer Tristan Levardo subsequently took the roll. Chair Mary Ellen Carroll was absent with no alternate. Vice-Chair Lucia was present. Members Michael Cochrane, Robert Lipp, Raymond Riordan, and Gerry Malais were present. Members Mike Casten, Bob Doyle, and Mark Robbins were absent, but their alternates, Thomas Chalk, Rick Navarro, and Scott Kirkpatrick were present. Members Dana Reed and Christopher Godley were absent without alternates.

2. APPROVAL OF THE MINUTES

Motion: Approve the minutes from the January 9, 2020 Approval Authority meeting.

Moved: Member Malais **Seconded:** Member Cochrane

Vote: The motion was passed unanimously.

Vice Chair Lucia asked for any comments or questions concerning the minutes from the January 9, 2020 meeting.

There were no comments.

3. GENERAL MANAGER'S REPORT

(a) FY20 Notice of Funding Opportunity Update

Chief Financial Officer Tristan Levardo presented the General Manager's Report on behalf of General Manager Craig Dziedzic. Mr. Levardo stated that the Department of Homeland Security released the NOFO for the FY2020 Homeland Security Grant Program (HSGP). He noted that unlike previous NOFOs, instead of a fixed amount, the allocations under the UASI program were

presented in range format. The lower amount is guaranteed, and the higher end amount is subject to the jurisdiction addressing the following four national priorities:

1. Enhancing cybersecurity (including election security) - 5% of allocation
2. Protection of soft targets/crowded places (including election security) - 5% of allocation
3. Enhancing info/intel sharing and cooperation (fusion center) - 5% of allocation
4. Emergent threats (unmanned aerial systems. CBNRE) - 5 % of allocation.

Mr. Levardo stated that the Bay Area UASI received an allocation range of \$30,000,000 - \$37,500,000 which is a significant increase from last year's award (\$27.5 million). He also noted that failure to address the national priorities would result in the Bay Area UASI receiving a reduced award. All submitted proposals addressing the national priorities will be competitively evaluated based upon DHS/FEMA's criteria of effectiveness.

Mr. Levardo noted that the NOFO strongly encourages applicants to apply for funding at least 15% over the high end of the target allocation range as ineffective applications will not be funded. Pursuant to the direction of the NOFO, the Bay Area UASI intends to submit an application amounting to 20% over \$37.5 million (i.e., \$45 million).

(b) Securing the Cities (STC) Grant Update

Mr. Levardo notified the board that the Countering Weapons of Mass Destruction (CWMD) office, which oversees the STC grant program, has selected the Bay Area UASI for a prescriptive grant with a 10-year performance period. The first year, the \$2 million award is designed to build out an organizational structure covering the 48 counties of Northern California and also Washoe County, Nevada. He noted that on March 5th, the Bay Area UASI met with CWMD officials to discuss strategy, best practices, and to receive the official award letter.

(c) Management Team Update

Mr. Levardo notified the board that Scott Kaplan has been hired as a full time contracts specialist for the Management Team.

(d) UASI Minute Format

Mr. Levardo addressed a board member's comments from the January 9, 2020 Approval Authority meeting regarding the level of detail provided in the minutes. Mr. Levardo stated that the General Manager requested legal opinions from both the UASI lawyer and the San Francisco City Attorney's Office on the current format of the Approval Authority minutes. Mr. Levardo noted that the current format was previously approved by the Approval Authority at the April 12, 2012 meeting. Based on reviews both lawyers, the format, described as "action minutes", used for the Approval Authority are compliant with the Brown Act.

(e) Management Team Tracking Tool and Future Agenda Items

There were no additions to the tracking tool.

A member of the public made a comment with multiple areas of concern regarding the minutes.

Member Malais commented he understands the legal standard of the meeting minutes has been met. However, he requested more details be placed within the minutes to reflect the discussion between the members and the public.

4. FY 2020 NATIONAL PRIORITY PROJECTS

Regional Grants Manager Mary Landers presented the FY2020 National Priority Projects on behalf of Janell Myhre for board approval. Ms. Landers noted that in order to apply for the upper range of the grant award, the UASI FY 2020 NOFO requires funding four national priority initiatives – each one to be funded at 5% for a total of 20%. Ms. Landers stated that failure to fund the four national priorities will result in a recipient receiving a reduced grant award.

Motion: Approval of \$11.7 million for regional projects supporting the four National Priorities pursuant to the UASI FY 2020 Notice of Opportunity Funding (NOFO).

Moved: Member Malais **Seconded:** Member Riordan

Vote: The motion was passed unanimously.

Vice Chair Lucia asked a clarifying question about the amount of the 20% included the full grant award. Chief Financial Officer Tristan Levarado clarified Vice Chair Lucia’s question that FEMA has discretion to adjust the funding at each level. Vice Chair Lucia also asked if the election security project will apply to the entire region. Ms. Landers answered in the affirmative. Vice Chair Lucia asked for more information on the PSAP project. NCRIC Director Mike Sena offered further information on the presented PSAP project. He noted that the project would be to improve the coordination of threat data regionally.

A member of the public had a comment concerning the issues presented today.

5. FY 2020 HUB PROJECTS

Regional Grants Manager Mary Landers presented the FY 2020 UASI Hub projects. She advised that in January 2020, the four planning hubs met to select projects from among those submitted by Bay Area UASI stakeholders. Members from each planning hub reviewed and ranked the proposed projects in prioritized order, creating a list separated by “above the line” as well as “below the line” projects. Ms. Landers noted that the amounts allocated for each hub reflect the FY 20 Risk Allocation percentage as approved by the Approval Authority at the November 2019 meeting

Motion: Approve the funding amounts as recommended by the Management Team.

Moved: Member Chalk **Seconded:** Member Kirkpatrick

Vote: The motion was passed unanimously.

A member of the public had a comment on the FY2020 Hub Project process.

6. FY 2020 UASI GRANT ALLOCATIONS

Chief Financial Officer Tristan Levardo presented the FY 2020 UASI grant allocations for approval. Mr. Levardo stated that on February 14, 2020, the Department of Homeland Security released its FY20 Homeland Security Grant Program Notice of Funding Opportunity, which includes the FY20 UASI grant award for the Bay Area. The Bay Area UASI federal grant allocation for FY20 includes a range of \$30M - \$37.5M with an option to submit an application amounting to \$45M subject to the National Priorities requirements. Mr. Levardo noted that the projects geared towards those National Priorities will have to go through an evaluation process. He also indicated that the State of California has not provided information on the amount of funding they will retain from the overall award amount.

Motion: Approve the proposed FY20 Bay Area UASI grant allocations.

Moved: Member Kirkpatrick **Seconded:** Member Cochrane

Vote: The motion was passed unanimously.

A member of the public made a comment about transparency in grant process.

7. TRAINING AND EXERCISE PROGRAM UPDATE

Jim Bailey of SenseMakers LLC, Project Manager Wendy Suhr, and SF Card Liaison Phyllis Onstad presented an update on the Training and Exercise Program. The group explained that the new program is underway and a kickoff meeting was held for stakeholders on February 20, 2020.

A member of the public made a comment regarding the closed meeting processes of the Bay Area UASI.

A member of the public posed two questions to the board. Will the March meeting be open to community organizations? He also asked questions about what county agencies participated in the Golden Eagle exercise, and what participation looks like.

8. 2019 REGIONAL EXERCISE AFTER ACTION REPORTS

Regional Project Manager Wendy Suhr presented After Action Reports for the Regional Coordination Exercise (now called Golden Eagle) and the Paratransit Tabletop. Ms. Suhr noted that information gleaned from these two After-Action Reports (AARs) provided the foundation for critical transportation activities taking place during 2020.

Regional Project Manager Mikyung Kim-Molina presented a recap of the Public Information and Alert & Warning Exercise series and an overview of the After Action information from these two functional exercises. She noted that the Bay Area UASI conducted an exercise series that included two functional exercises, design and development of NOAA weather radio full scale exercise templates, and creation of exercise related toolkits.

Member Malais asked about the future of the Training & Exercise program in light of the current stay at home orders. Ms. Suhr said they were looking into it and will adjust accordingly as more information becomes available.

A member of the public asked a question about participation numbers in the Regional Coordination Exercise.

A member of the public commented on the UASI Logo.

9. 2020 MASS NOTIFICATION CONFERENCE UPDATE

Regional Project Manager Mikyung Kim-Molina informed the Board that the 2020 Mass Notification Conference is scheduled to be held on May 12-13, 2020 at the UCSF Mission Bay Conference Center. She stated that the conference may need to be postponed due to the current pandemic.

10. FY 2018 GROCERY SUPPLY CHAIN RESILIENCE PROJECT CLOSE OUT

Regional Project Manager Wendy Suhr presented highlights and recommendations from the FY18 Grocery Supply Chain Project on behalf of Amy Ramirez. She explained that the Bay Area UASI worked with supply chain subject matter expert Phil Palin to conduct analysis on the primary grocery suppliers serving Sonoma, San Francisco, Alameda, and Santa Clara counties.

11. FY 2019 REGIONAL CATASTROPHIC PREPAREDNESS GRANT PROGRAM (RCPGP) COMMODITY POINTS OF DISTRIBUTION (C-POD) PROJECT KICK OFF

Regional Project Manager Wendy Suhr presented an overview of the RCPGP-funded C-POD project on behalf of Amy Ramirez. She stated that the Bay Area UASI was awarded \$1,406,550 in RCPGP grant funds to conduct C-POD and other logistics and supply chain planning with a performance period ending in September 2022.

Member Malais wanted to know how this was different from the project undertaken in 2015. He wanted to know whether the criteria from FEMA had changed. Wendy Suhr answered that this was an addition to the project undertaken in 2015.

12. NCRIC SPECIAL EVENTS/SARS BRIEFING

Jim Paterson, Supervisory Lead Intelligence Analyst, Northern California Regional Intelligence Center (NCRIC) Risk Management Unit, provided a Special Events/SARS briefing. He provided insight into risk scores at soft targets and large public gatherings.

Michael Cochrane and Mike Sena thanked Jim Paterson on his hard work over his career as he announced his retirement.

13. BAY AREA UASI TRAVEL EXPENDITURES

Chief Financial Officer Tristan Levardo presented the Bay Area UASI Travel Expenditures for the period of July 1, 2019 to December 31, 2019.

14. ANNOUNCEMENTS- GOOD OF THE ORDER

None.

15. GENERAL PUBLIC COMMENT

A member of the public made a comment.

16. ADJOURNMENT

The meeting adjourned at 11:58 AM.