



**To: Bay Area UASI Approval Authority**

**From: Craig Dziedzic, General Manager**

**Date: June 11, 2020**

**Re: Item 03: General Manager's Report**

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**Staff Recommendation:**

Staff recommends approving the Management Team Organization Chart, Annual Work Plans, and FY 2020-2021 Management Team Proposed Budget.

**Action or Discussion Items:**

- (a) FY 2020 UASI Grant Update (Discussion)
- (b) FY 2019-2020 Bay Area UASI Annual Report (Discussion) (Appendix A)
- (c) Management Team Organization Chart (Action) (Appendix B)
- (d) Annual Work Plans (Action) (Appendix C)
- (e) FY 2020-2021 Management Team Budget (Action) (Appendix D)
- (f) Management Team Tracking Tool and Future Agenda Items (Discussion) (Appendix E)

**Discussion/Description:**

**(a) FY 2020 UASI Grant Update (Discussion)**

On April 10, 2019, the Department of Homeland Security (DHS) issued Information Bulletin (IB) 447, which modified the FY 2020 Notice of Funding Opportunity (NOFO) by announcing final UASI awards. Under IB 447, the Bay Area UASI received a final award of \$37.5 million, which is \$10 million more than last year. The NOFO required the funding of four National Priority Projects addressing the areas of Cybersecurity, Soft Targets, Intelligence/information Sharing, and Emerging Threats) – each project to be funded at least 5% of the total allocation for a total of 20%. Also, Cal OES informed the California UASIs that it would again use 17.3% as the retention percentage- the same percentage as last year. Therefore, the net balance of the Bay Area's award is \$31,012,500 which is \$7,840,000 more than last year

	FY19	FY20
UASI Grant Award	\$27,500,000	\$37,500,000
State Retention @17.3%	(\$4,757,500)	(\$6,487,500)
Leftover Funds from FY17	\$430,000	
<b>Total Local Funds Available</b>	<b>\$23,172,500</b>	<b>\$31,012,500</b>

Major City Allocation	\$3,000,000	\$3,000,000
National Priorities		\$6,202,500
Regional Projects	\$11,220,539	\$11,694,539
Management Team	\$3,308,480	\$3,721,980
Hub Projects	\$5,643,481	\$6,393,481
<b>TOTAL</b>	<b>\$23,172,500</b>	<b>\$31,012,500</b>

**Annual Report, Organization Chart, Annual Work Plans and Proposed Budget: Appendices (a) - (d)**

**Background:**

In accordance with the 2017 Master MOU and corresponding By-laws for the Bay Area UASI, the Management Team Organization and Annual Work Plans, together with the FY 2020/21 UASI Proposed Budget, are presented for approval. The 2019-2020 Bay Area UASI Annual Report is submitted for review.

**(b) 2019-2020 Bay Area UASI Annual Report (attached as Appendix A)**

Highlights of our accomplishments include the following;

- (1) Increased regional coordination/collaboration of UASI toolkits during Covid-19 pandemic;
- (2) Increased regional funding – Secure the Cities (STC) grant and Regional Catastrophic Preparedness Grant program RCPGP;

(3) Reorganization of our Training/Exercise program to increase whole community preparedness.

**(c) Management Team Organization Chart (attached as Appendix B)**

The Management Team Organization Chart is divided into three components based upon functionality (i.e., project planning, grants management, and administration). Management personnel details include: (a) job classification/title; (b) program assignment; and (c) salary.

**(d) Annual Work Plans (attached as Appendix C)**

The annual work plan aligns the Management Team's activities with the ten (10) goals of the Bay Area UASI:

- Goal 1 – Enhance Info and Intelligence Sharing
- Goal 2 – Enhance the Protection of Soft Targets
- Goal 3 – Enhance Cybersecurity
- Goal 4 – Address Emergent Threats
- Goal 5 – Enhance Medical and Public Health Preparedness
- Goal 6 – Strengthen Emergency Communications Capabilities
- Goal 7 – Enhance Community Resilience
- Goal 8 – Enhance Information and Sharing Collaboration
- Goal 9 – Enhance All Hazards Incident Planning, Response & Recovery Capabilities
- Goal 10 – Protect Critical Infrastructure and Key Resources

**(e) FY 20-21 Proposed Budget (attached as Appendix D)**

The FY2020/21 UASI Management Team proposed budget amounts to \$4,704,258, which is comprised of revenue sources from three grants (UASI FY2017- FY2020; RCPGP FY 2019; STC FY 2019). The proposed budget is 45.48% more than last year due to an increase in grant funding.

**(f) Management Team Tracking Tool and Future Agenda Items (attached as Appendix E)**

Attached as Appendix E is the Management Team Tracking Tool. Members may submit future agenda items to the General Manager.

