



To: Bay Area UASI Approval Authority
From: Anne Kronenberg
Date: February 9, 2012
Re: Reporting Structure of BAYRICS JPA Project Manager

Action or Discussion Item:

Discussion and Possible Action.

Staff Recommendation:

Approve reporting structure of the BAYRICS JPA Project Manager.

Background: During the October 13, 2011 Approval Authority meeting, it was agreed that the UASI would provide one year of funding for a BayRICS JPA Project Manager position. It was decided that at the end of that one year period, the BAYRICS JPA would have had enough time to develop an infrastructure to assume the funding for this position. The UASI Management Team was directed to provide a scope of work for this Project Manager position based on Bill McCammon's position at the East Bay Regional Communications System Authority (EBRCSA).

At the November 11, 2011 Approval Authority meeting, Approval Authority members discussed the hiring process of the JPA Project Manager, the use of the City and County of San Francisco as the hiring jurisdiction, and the reporting structure of this position in relation to the UASI General Manager. Member Godley requested a written report outlining the reporting relationship between the General Manager of the UASI and the new Project Manager of the BayRICS JPA. This report is responsive to Member Godley's request.

JPA Project Manager Job Description: This position will serve as the Project Manager for the Bay Area Regional Interoperable Communications System Authority (BayRICS), which is comprised of a 19-member Joint Powers Authority (JPA). The San Francisco Board of Supervisors unanimously approved membership in the JPA in May 2011, and the JPA was formally stood-up in August 2011. On January 19, 2012, Barry Fraser was selected by the BayRICS JPA to serve as the Project Manager during this transition year. During calendar year 2012, the JPA will identify funding sources for the position and will conduct an open recruitment process to hire a permanent General Manager. Mr. Fraser along with other qualified candidates will be able to apply directly to the JPA for the position of General



Manager. The JPA is responsible for authorizing funding, setting policy, and contracting with vendors to construct the BayWEB project.

CCSF Process for Filling Requisition – The Department of Emergency Management (DEM) had a budgeted and available 5506 position (Project Manager III) and the San Francisco Department of Human Resources (DHR) approved a transfer (or TX) of this position to an 0932 (Manager IV), which they deemed a more appropriate job classification. The Mayor and Controller’s approved the requisition. The City and County of San Francisco processed the requisition for Mr. Fraser who formally transitions to his new Project Manager role on February 6, 2012. The one year of UASI funding identified for this position begins when Mr. Fraser transitions and will extend through January 2013.

Reporting Relationship – For the duration of this exempt appointment through the City and County of San Francisco (CCSF), the Project Manager of the JPA will follow a reporting relationship to the BAYRICS JPA that is similar to the UASI General Manager’s relationship to the Approval Authority (i.e. the Project Manager of the JPA will be responsible for meeting the objectives of the JPA members in the same manner that the UASI GM is responsible for meeting those of the UASI Approval Authority). Craig Dziedzic is the General Manager of the Bay Area UASI and was appointed to this position by the Approval Authority on August 18, 2011.

Both positions are responsive to direction by their respective boards and both report to DEM’s Executive Director. Additionally, the General Manager for the UASI and the Project Manager for the JPA share a collegial but non-reporting relationship to each other due to possible jointly interoperable communications projects. Mr. Fraser’s office space will be at the Office of Emergency Services in Dublin to ensure his availability and access to Undersheriff Rich Lucia, Chair of the JPA Board.

As stated earlier, funding for the Project Manager of the JPA position is limited to 12 months and at the end of the 12 month period, responsibility for funding the BAYRICS JPA General Manager position will be transferred to the JPA itself.