



To: Bay Area UASI Approval Authority

**From: Mike Sena, Chairman – UASI Advisory Group
Deputy Director – Northern California Regional Intelligence Center**

Date: July 12, 2012

RE: Item 4: UASI Advisory Group Report

UASI ADVISORY GROUP REPORT

On June 28th, 2012, the UASI Advisory Group held a meeting to finalize the proposal for the potential re-allocation strategy for UASI funding from specific projects that are at risk of not being completed within the term of the grant. The Advisory Group also continued to develop a proposal for the FY 2013 UASI funding allocation strategy. The meeting included a presentation from the UASI Regional Training and Exercise Program.

Discussion:

1. UASI REGIONAL TRAINING AND EXERCISE PROGRAM PRESENTATION:

The Regional Training and Exercise Program provided a presentation on the training and exercise program manual and guideline implementation (*Documents included the Bay Area UASI TE Guidance 2012 and the Course Proposals Summary*).

During the presentation the Advisory Group members were impressed with the documentation provided and the capability that has been developed by the program. There was an issue raised during the presentation regarding students failing to attend courses and providing notice. An example was provided of a recent course that had a 25% no show rate. The program provides an on-line registration system that has an automated capability to cancel the student's registration and can be accessed through smart phones. The Training and Exercise Program discussed the implementation of potential sanctions of suspending the student's ability to register for courses for a period of six months for repeated unexcused failure to attend registered training.



2. **DEVELOPMENT OF THE FY 2013 GRANT PROCESS PROPOSAL**

The Advisory Group discussed the potential for using the Risk Analysis Center (RAC) data, the four working group's model, (Interoperable Communication, Risk Management and Information Sharing, CBRNE & Training, and Regional Catastrophic Planning & Public Health), operational area allocation, and hub allocation. The Advisory Group will have one more meeting to develop the final proposal that will be presented at the Approval Authority's regular meeting on August 9, 2012.

3. **FUNDING REALLOCATION PROCESS (Recommended Action)**

The Advisory Group developed the proposal for the process being:

- (1) The UASI Management Team should prepare a list of approved projects that have the ability to be completed within 6 months for each Hub for Approval Authority review.
- (2) For the Funding Reallocation Process:
 - a. Jurisdictions and programs should have the ability to transfer funds to another approved project within the existing allocation of their agreement to a project that can be completed within the closing period of the grant. If the jurisdiction or program does not have any projects that can be completed then;
 - b. The jurisdiction or program should have the unspent grant allocation transferred to another jurisdiction or program within their Hub that has projects that can be completed within the closing period of the grant. Jurisdictions or programs within a Hub may neutrally transfer funds from one grant year to another grant year. If the jurisdictions or programs within a Hub do not have any projects that can be completed then;
 - c. The Hub should have the unspent grant allocation transferred to another Hub's approved projects that can be completed within the closing period of the grant. Hubs may neutrally transfer funds from one grant year to another grant year.



- (3) The management team should assist jurisdictions and Hubs with:
 - a. Identifying projects that are on the list from (Item #1 above)
 - b. Identifying opportunities for potential neutral transfers of funding from one grant year to another
 - c. Monitoring the status of time sensitive projects
 - d. Ensuring that UASI documentation for the transfer of funding is completed as expeditiously as possible.

- (4) Any unspent sustainment single project funding over \$250,000 should be distributed proportionately to each Hub (based on the current Hub funding risk allocation formula) for projects that can be completed within the closing period of the grant.

Conclusion

The UASI Advisory Group will continue to develop the proposals for the UASI allocation strategy during the July Advisory Group meeting. The Advisory Group will present the final proposal at the Approval Authority's regular meeting on August 9, 2012.