



**Bay Area UASI Program  
Approval Authority Meeting  
Thursday, March 14, 2013  
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**

Chair Kronenberg called the meeting to order at 10:05 am. UASI General Manager Craig Dziejdzic took roll and Chair Kronenberg, Vice Chair Lucia, Members Godley, Collins, Guzman, Casten, and Brendan Murphy were present. Members Carlos Bolanos, Mark Aston, and Bob Doyle were absent, but their respective alternates Mark Wyss, Christopher Helgren, and Dave Augustus were present. Emily Harrison and Ken Kehmna were absent. Renee Domingo arrived at 10:26 a.m.

**2. Approval of the Minutes**

**Motion:** Approve the minutes from the February 14 Approval Authority meeting.

**Moved:** Member Godley     **Seconded:** Member Collins

**Vote:** The motion passed unanimously

Chair Kronenberg moved to item 3.

**3. General Manager's Report**

(a) Management Team Staff Update

Craig Dziejdzic, UASI General Manager, provided a staff update regarding the Management Team Staff open positions. A three member hiring panel interviewed candidates for the regional grants manager position and recommended Mary Landers for the position. The position manages all aspects of the compliance requirements of grants, contracts, and MOUs as well as grant reporting to Local, State, and Federal governments.

Ms. Landers has been an employee of the City and County of San Francisco for 13 years, previously with the San Francisco Board of Supervisors as a legislative aide and for the last ten

years with the Department of Emergency Management managing various homeland security grants.

(b) Survey feedback regarding the UASI FY 2013 project proposal process.

Mr. Dziedzic stated that after completing the project proposal process for UASI FY 2013, staff sent a survey to regional stakeholders requesting feedback of the process. The staff received positive feedback regarding the benefits of having kick-off training meetings for the project proposal, the improvements to the project proposal template, and the newly enacted online submittal process to the jurisdictions.

(c) Recommended Project Proposal Process for UASI 2014

Mr. Dziedzic explained the project proposal process for FY13 and stated that the lengthy, tedious processes consumed the Management Team as well as staff time of various regional departments. In order to be more efficient with staff time and minimize regional meetings, Mr. Dziedzic recommended revising the process to eliminate the vetting of projects proposals via workgroups prior to submitting them to the Hubs. This would streamline the project proposal process for UASI FY 2014.

The Board discussed the recommendation to revise the proposal process. Member Godley inquired about the impact to regional projects and issues if the work groups were removed. The Management Team indicated that the work groups would not be eliminated entirely but instead would just be removed from the formal vetting process.

**Motion:** Approve the recommendation of removing work group vetting prior to the Hub process for FY 2014

**Moved:** Co-Chair Lucia      **Seconded:** Member Guzman

**Vote:** Motion passed with six yeases (Chair Kronenberg, Chair Lucia, Member Guzman, Collins, Godley and Alternate Wyss) and three nays (Member Casten, Alternate Helgren, and Augustus)

Chair Kronenberg moved to item 4.

#### **4. Report from the Advisory Group**

Assistant Sheriff, Brett Keteles, presented on behalf of the Advisory Group Chair, Mike Sena, and Dave Hober, Advisory Group Vice-Chair, who were not present. Mr. Keteles reported that the Advisory Group met on February 28, 2013 to review the regional projects that had been submitted to the UASI Management Team by the North, East, South and West Bay Hubs. Mr. Keteles indicated that the Advisory Group recommended that all the projects on each of the Hubs' prioritization lists be approved for funding as it becomes available.

Assistant Sheriff Keteles also stated that the Advisory Group recommended addressing the issue of potential FY 2013 UASI grant decreases or increases once the grant allocations have been officially announced. He also indicated that potential salary savings generated due to overlapping FY 2011 and 2012 fiscal grant years should be directed in full or in part to regional Hub projects that can be completed within the grant performance period.

Brendan Murphy discussed the FY13 funding grant allocation and stated that in the next three to four weeks, the Bay Area would receive their grant award.

Chair Kronenberg moved to item 5.

### **5. Approval of FY 13 Hub Projects**

Catherine Spaulding, UASI Assistant General Manager, reported that in January 2013, the four Planning Hubs met to select projects from among those submitted by UASI stakeholders and vetted by the Work Groups. Members from each Planning Hub reviewed, discussed, and ranked the FY13 proposed projects in order of priority, creating a list separated by “above the line” projects as well as “below the line” projects.

Ms. Spaulding indicated that the Management Team and Advisory Group recommended approval of this ranked list of FY13 projects. Projects will be funded in order of priority at the Hub level as funds become available, once the grant award is known and once the Approval Authority approves FY13 allocations.

The Board discussed whether other possible funding sources, besides UASI grants, may become available. The Board directed the Management Team to utilize all available funding sources to fund as many FY 13 projects as possible. Since only Hub projects were reported, the Board also discussed regional and sustainment projects and their current status. The Management Team stated that when the grant award is received, the Management Team will make recommendations regarding the sustainment budget, core city allocations, and the Management Team budget, based on the discussions and recommendations of the Advisory Group.

**Motion:** Approve the recommendation for the FY 13 Hub proposed projects.

**Moved:** Alternate Wyss      **Seconded:** Member Domingo

**Vote:** The motion passed unanimously

Chair Kronenberg moved to item 6.

### **6. FY11 and FY12 Salary Savings**

Catherine Spaulding presented a report seeking policy direction from the Approval Authority concerning the reallocation of \$3.05 million from FY11 and FY12 UASI. Ms. Spaulding stated that the Management Team recommended approval to re-allocate FY11 and FY12 funds to FY13 hub-selected projects and to use a small portion to address gaps in priority capability objectives in citizen preparedness and recovery.

The Management Team recommended that \$2.3 million of the \$3.05 million be distributed to the hubs based on the 2012 risk allocation formula to support projects recently identified by the hubs as part of the FY13 cycle. Ms. Spaulding indicated that the remaining \$750,000 of the FY12 \$3.05 million reallocation be used to address gaps in current priority capability objectives in citizen preparedness and recovery projects such as the Logistics and Critical Lifeline

Planning, Residential Care Evacuation and Care, Public-Private Sector Resiliency Initiative, and the San Francisco's Department of Emergency Management's 'SF 72'.

**Motion:** Approve the allocation of \$2.3 million to the four hubs based on the FY 12 Risk Allocation Formula

**Moved:** Member Godley    **Seconded:** Co-Chair Lucia

**Vote:** The motion passed unanimously

**Motion:** Approve the allocation of \$315,000 to Logistics and Critical Lifelines Planning; \$55,000 to San Ramon for a Residential Care Evacuation and Care plan; \$180,000 to the California Resiliency Alliance for the Public Private Sector Resiliency Initiative; and \$200,000 to San Francisco's Department of Emergency Management for SF 72.

**Moved:** Member Godley    **Seconded:** Member Domingo

**Vote:** The motion passed unanimously

Chair Kronenberg moved to item 7.

## **7. Regional Procurement for FY11 and FY12 Closeout**

Catherine Spaulding reported on Regional Procurement for FY 11 and FY 12 UASI grants. She stated that the Management Team project managers closely monitor the status of projects during the implementation period; however, sometimes jurisdictions are not able to expend funds as originally planned. If the past is any predictor of the future, over one million dollars could become available as FY11 and FY12 close on November 30<sup>th</sup>, especially given that FY12 is a two year performance period.

Ms. Spaulding indicated that the Management Team will create an allocation process for regional procurement of widely-needed equipment that fills critical gaps, specifically, radios, radio consoles, body bags, and access and functional needs equipment.

Ms. Spaulding stated that the Management Team proposes to identify all unspent funds on August 1, 2013, and reallocate these funds by Operational Area based on the 2013 risk allocation formula.

**Motion:** Approve process for regional procurement of equipment in anticipation of the closeout of the FY11 and FY12 UASI grant years.

**Moved:** Member Wyss    **Seconded:** Member Collins

**Vote:** The motion passed unanimously

Chair Kronenberg moved to item 8.

## **8. Big City Emergency Managers Meeting**

Rob Dudgeon, the Deputy Director for Emergency Services, provided a presentation on the Big City Emergency Managers meeting that took place in San Francisco in February 2013. He highlighted some of the vulnerabilities and disasters the Bay Area has survived in the past decades.

Mr. Dudgeon presented on the following:

- Logistics Challenges and equipment tracking
- Innovation and Community Resiliency
- Federal and State Mutual Aid
- EMAC

Chair Kronenberg moved to item 9.

## **9. Land-Use Recovery Strategy & Regional Resilience Initiative Gap Analysis**

Christopher Barkley, URS Corporation Representative, reported on the Land-Use Recovery Strategy & Regional Resilience Initiative Gap Analysis. Funded by the Regional Catastrophic Planning Grant Program (RCPGP) during fiscal year 2010, the San Francisco Planning and Urban Research Center (SPUR) and the Association of Bay Area Governments (ABAG) produced reports focused on long term recovery after a major catastrophic disaster. He presented the reports that contain detailed information about the challenges the region will face in the recovery phase and articulated what a regional recovery vision could begin to look like.

Mr. Barkley indicated that the '*On Solid Ground: Land Use Planning for Disaster Recovery in the Bay Area, A Strategy Report*' focuses on land use planning and rebuilding after a major earthquake and provides recommendations for what local jurisdictions can do before and after the next major catastrophic disaster to help support recovery in the twelve jurisdictions of the Bay Area UASI region.

Mr. Barkley also reported that the '*Regional Resilience Initiative: Policy Agenda for Recovery*' identified solutions to efficiently recover from a major catastrophic disaster. ABAG emphasizes the pressing need to have a regional governance structure to effectively coordinate and implement recovery efforts that may require jurisdictional coordination and collaboration across the region. He indicated that the report provides an action plan to improve the region's capacity to implement a regional recovery process.

Chair Kronenberg moved to item 10.

## **10. Regional Catastrophic Planning Team (RCPT)/Medical and Public Health Workgroup Update**

Lani Kent, Medical and Public Health Project Manager, presented an update on the RCPT projects and Medical and Public Health Workgroup. Since she was presenting on behalf of Janell Myhre, the Regional Program Manager, Ms. Kent reported solely on the UASI FY 10-11 Regional Medical Surge Project status.

ICF has been selected and hired as the contractor for the project that Ms. Kent oversees. A steering committee was formed through the RCPT/Medical and Public Health Workgroup and a Kick Off meeting for the Regional Medical Surge project was conducted in Dublin, CA on March 6, 2013. Bay Area Public and Medical/Health partners are being engaged to participate in the Urban Shield regional plan and exercise development and execution.

Chair Kronenberg moved to item 11.

### **11. Finance: IECGP Report and Bi-Annual Budget Reallocation Report**

Tristan Levardo, Chief Financial Officer, reported on the IECGP grant and bi-annual budget reallocation. He stated that the Management Team has processed \$371K in claims with an overall project completion of 92%. Mr. Levardo indicated that this grant program will not be renewed in the next fiscal year. The final grant report will show 100% grant spending and will clear all outstanding balances, including the final claims from Contra Costa, Santa Cruz and San Francisco.

Mr. Levardo reported on the bi-annual reallocation for grant reallocations below \$250K for both FY10 and FY11 UASI. In FY 10, funds were reallocated to purchase portable radios – San Jose received additional \$100K and San Francisco made reallocations within existing projects of \$130K. He also stated that NCRIC was able to reallocate their savings in personnel for additional purchases of equipment and maintenance. For FY11 UASI, unspent funds of \$200K from San Jose have been reallocated to Santa Cruz for a radio project. Monterey received \$120K from funds that Santa Clara returned for a planner position.

Chair Kronenberg moved to item 12.

### **12. P25 Systems Update**

Jeff Blau, the Interoperability Project Manager, presented an update on the P25 Systems. He stated that the BayRICS P25 System of Systems currently has eight P25 Trunked Radio Systems in various stages of completion underway in the Bay Area.

Mr. Blau indicated that the Region's BayRICS P25 Interoperability Project has built 76 of 132 radio sites (58%) and has purchased 19,080 of 49,100 Portable/Mobile Radios (39%) using a variety of grant and general funds. The region's investment in P25 Trunked infrastructure is over \$154 million plus more than \$94 million in P25 Radios for a total of \$248 million. It is estimated that the additional funding to complete the eight systems would be approximately \$125 million for Infrastructure (56 sites) and \$155 million for 30,200 Portable/Mobile Radios at an estimated total cost of \$279 million.

Chair Kronenberg moved to item 13.

### **13. Report from The Bay Area Regional Interoperable Communications System Joint Powers Authority (BayRICS JPA)**

Richard Lucia, UASI Vice-Chair, provided a status update on the BayRICS JPA on behalf of Barry Fraser, the interim General Manager for the BayRICS JPA. Vice-Chair Lucia reported on the BayRICS Authority activities and progress for the month of February 2013.

Vice-Chair Lucia stated that FirstNet expects the spectrum lease to be held by the BayRICS Authority. He stated that the lease documents were currently being developed and would be similar in form to the prior spectrum lease agreements for the Public Safety Broadband Spectrum.

Chair Kronenberg moved to item 14.

### **14. Tracking Tool**

Chair Kronenberg asked the Board for any comments or questions.

Chair Kronenberg moved to item 15.

### **15. Announcements-Good of the Order**

Chair Kronenberg announced that a meeting will be set up for the MOU and By-Laws Committee and will review the Management Team's preliminary drafts of the MOU and By-Laws.

Chair Kronenberg also directed the Management Team to meet with the Board Members who opposed the FY 14 project proposal process to explain the changes that were voted into place and help them understand the process.

Chair Kronenberg moved to item 16.

### **16. Future Agenda Items**

Chair Kronenberg asked the Board for any questions. Upon hearing none, Chair Kronenberg moved to item 17.

### **17. General Public Comment**

Chair Kronenberg asked for general public comment.

The meeting adjourned at 12:14 p.m.