Bay Area UASI Program
Approval Authority Meeting
Thursday, May 8, 2014
10:00 AM

LOCATION
Alameda County Sheriff's Office OES
4985 Broder Blvd., Dublin, CA 94568
OES Assembly Room

REGULAR MEETING MINUTES
DRAFT

1.   **Roll Call**

UASI Chair Anne Kronenberg called the meeting to order at 10:05 AM. Subsequently, UASI General Manager, Craig Dziedzic took the roll. Vice-Chair Rich Lucia and Members Raymond Guzman, Colleen Mulholand, Ken Kehmna, Mike Casten, and Al Terrell were present. Members Bob Doyle and Carlos Bolanos were absent but their alternates, respectively Dave Augustus and Mark Wyss were present. Member Sherrie Collins and Cal OES Representative Brendan Murphy were absent. Member Renee Domingo arrived at 10:20 AM.

2.   **Approval of the Minutes**

Chair Kronenberg asked if there were any comments or questions concerning the Minutes from the May 8, 2014 meeting. Seeing none, she asked for a motion to approve the minutes.

Motion: Approval of minutes from the May 8, 2014 Approval Authority Meeting.

Moved: Member Ken Kehmna   **Seconded:**   Alternate Member Augustus

Vote: The motion was passed unanimously.

Chair Kronenberg then moved on to Item 3.

3. **General Manager's Report**

(a)   FY2014 Proposal Cycle Feedback

UASI General Manager, Craig Dziedzic began with an update regarding the 2014 proposal cycle. He stated that the Team plans to continue the same process in 2015. Assistant General Manager Catherine Spaulding will review a draft process for the 2015 proposal cycle with the Advisory Group in August and will then present this to the Approval Authority in September. If anyone has suggestions, Mr. Dziedzic suggested that they get in touch with either him or the UASI Management Team.

(b)   Management Team Update

Mr. Dziedzic announced that Caroline Thomas-Jacobs has been selected to fill the Regional Statewide Data Coordinator position, serving as the statewide regional coordinator for data information sharing projects throughout the entire state. Her predecessor was Kevin Jensen. Ms. Thomas-Jacobs is moving on from the Bay Area UASI team to the State-wide team where she will be in charge of the CopLink nodes as well as the California Common Operating Picture (CalCOP) project. Funding for this position comes from the State Retention Fund. She will also be working with the various fusion centers, the Approval Authority, and the California UASIs (San Diego, Los Angeles, and Santa Ana). She will work mainly out of the State Threat Assessment Center (STAC) but, will be traveling to all the jurisdictions.

Mr. Dziedzic also announced that Caroline Thomas-Jacobs' replacement is Corrine Bartshire. She will be in charge of the Yellow Command, integration of the region's catastrophic plans with CalOES and FEMA, as well as recovery projects. Ms. Bartshire has a Bachelor's Degree in environmental resources and science from UC Davis and a Master's Degree in city and regional planning from Cal Poly San Luis Obispo. She is currently the Vice President of the California Emergency Services Association Coastal Chapter, is a Certified Floodplain Manager, and is a member of the American Institute of Certified Planners. Prior to this, Ms. Bartshire worked for eight years for Dewberry, a large primary disaster response contractor for FEMA.

Mr. Dziedzic continued by stating that the Management Team has announced the Whole Community and Communications Project Manager position. This position was vetted by the Interoperable Communications Workgroup and will be responsible for developing and implementing regional programs and project planning with a focus on citizen preparedness, emergency planning, community resiliency, public information and warning, and emergency communication. In addition to the minimum qualifications, desirable qualifications include at least three years of experience in emergency communications, including P25 radio systems. The Management Team will be reaching out to Approval Authority members to participate on the hiring panel and hopes to fill the position by August or September.

(c)   Homeland Security ConferenceUpdate

Mr. Dziedzic stated that members of the California Coalition of UASIs (CCU) will be making a presentation on the California Common Operating Picture (CalCOP) at the upcoming Homeland Security Conference in Philadelphia.

Alternate Member Wyss asked if the statewide data coordinator position was a new position and Craig Dziedzic responded by stating that it was originally a coordinator position for CopLink at the state level that was vacant and rather than filling that position, CalOES merged it with the CCU regional statewide position in order to leverage funding.

Chair Kronenberg thanked Mr. Dziedzic for his report and moved to Item 4.

4.   <u>Regional Fireboat Funding Request</u>

Assistant General Manager Catherine Spaulding explained that funds in the amount of approximately $345,000 unexpectedly became available in the last week of March from San Francisco and Alameda's FY11 grant allocation. Shortly after this, the San Francisco Fire Department approached the Management Team with help for funding the regional fireboat. These funds would otherwise be returned to the region in a regional procurement process.

Kyle Merkins, Assistant Deputy Chief of the San Francisco Fire Department, explained the background and need for funding for a regional fireboat. The San Francisco Fire Department is currently the only department in the region that operates a Type-1 or Type-2 fireboat with staffing on a 24/7 basis. The current fireboats are 60 years old. Because of the ability to fight petro-chemical companies, the department is also reaching out to private companies like Chevron for support.

Chair Kronenberg commented that this was truly a regional asset.

Member Kehmna asked if the department planned to keep the other two boats as well. Assistant Deputy Chief Merkins replied yes.

Vice-Chair Lucia asked for a breakout of costs that the $345,000 would cover so that the UASI could provide funding for a specific component. Chief Merkins replied that there was a hydraulic crane, a valve thruster, and a small boat on the rear of the fireboat that have been identified as being possible components that could be approved by the Approval Authority.

Member Wyss asked about the draught of the boat. Chief Merkins indicated that due to the shallow depth of the Bay, the boat only had a 7.5 ft. draught.

Member Mulholland asked if San Francisco would be responsible for the boat's maintenance. Chief Merkins indicated that the Fire Department provides staffing for the boats and the Port of San Francisco maintains them.

Member Kehmna asked for clarification on the returned funding and why the requested funds were not being returned to the two hubs involved. Assistant Manager Catherine Spaulding explained that when there is not enough time left in the performance period to return money to hubs, the Bay Area UASI's policy is to redirect the money through a regional procurement process.

Member Wyss asked for a breakdown of the amount of funds that would have been distributed to each agency if the funds had been returned because it might put the amounts being given up into perspective. Ms. Spaulding provided that information.

Member Casten asked about the plan to bridge the additional gap in funding between the amount awarded through the Port Security Grant and the amount that could be awarded by the Approval Authority. Chair Kronenberg indicated that she had posed the same question to Chief Hayes-White, who had explained that she has reached out to the SF Giants, the Warriors, and other private companies, all with the support of Mayor Lee. Member Guzman indicated that the balance of funds will come from the department's operating budget from funds allocated for new engines.

Motion: Approval of request to allocate $345,000 to the San Francisco Fire Department for the purchase of a regional fireboat. A friendly amendment was added to include a requirement that the specific equipment component to be purchased must be identified and reported on by the department.

Moved: Member Guzman   **Seconded:** Member Casten

Vote: The motion was passed unanimously.

Chair Kronenberg then moved to Item 5.

5. **Update on Cyber, Recovery, and Citizen Preparedness Regional Projects**

Assistant General Manager Catherine Spaulding indicated that this presentation is an update on the expenditure of $776,700 from the FY13 award which was approved at the August 2013 meeting of the Approval Authority.

Brian Rodrigues, Manager of Information and Sharing for the NCRIC, updated on the NCRIC's progress on hiring, outreach awareness, analysis, and defensive preparation. They are working with DHS to develop a cyber "playbook" to define and "deconflict" roles and responsibilities of various agencies. Mr. Rodrigues provided some current updates on cyber attacks that have occurred locally.

Mr. Rob Dudgeon from the San Francisco Dept. of Emergency Management provided an update on Bay72. The $117,000 in funds allocated to the expansion of this program to the regional Bay72 program will include a multi-community workshop and preparations for the launch of a prototype with another community in the Bay Area to provide a turnkey toolkit for "Bay72". The department estimates a 60-day timeline to walk a city through the adoption of Bay72.

Member Wyss requested information about the FY14 grant proposal that would have expanded this project even further. Mr. Dudgeon explained that the requested costs were to expand the website even further and pay for video and other digital components. He also stated that their original vision was to have a suite of sites that were customizable for each city in the region and then to hire someone to work at the UASI to perform content management for all the sites.

Janell Myhre, UASI Regional Program Manager, provided information on recovery planning and preparations. These projects include: address continuity of operations and government, the Disaster Recovery Framework, and Recovery Support Functions. The debris removal management plan project will be provided for free from FEMA through its technical assistance vendor.

There were no additional comments and no public comments so Chair Kronenberg moved to Item 6.

6.   **Regional Public Safety Information Sharing Update**

Project Manager Dave Frazer provided a six month update on the regional public safety information sharing project. He indicated that the Approval Authority had received the spreadsheet that contained all the funding spent to date and highlights of progress.

Member Casten asked when the San Francisco Police Department (SFPD) would begin sharing its information with the region. Mr. Frazer indicated that he had spoken with the SFPD about this issue and that they have been focused on building a foundation for data sharing within the department. Once that is achieved, they will work on sharing the data with the region. Mr. Frazer further indicated that there is no timeline for this to occur.

Chair Kronenberg asked if there was any public comment and a member of the public asked if this information sharing was strictly law enforcement or did it relate to critical infrastructure and was it part of the data sharing system. Mr. Frazer explained that this data was focused on public safety but there were other data sharing tools in the region that addressed critical infrastructure.

Seeing no additional public comment, Chair Kronenberg moved to Item 7.

7.   **FY2013 UASI Spending Update**

Chief Financial Officer Tristan Levardo indicated that this was his first presentation to the Approval Authority on the status of the FY13 UASI grant. He stated that at this time, there has only been about 2% of the grant funds expended. However, based on the monitoring visits that were recently completed, work on almost all of the projects has begun. He highlighted that Alameda, San Francisco, and Sonoma had all submitted claims reflecting 1%, 13%, and 14% of their awards respectively. He also reported that Santa Clara County had requested an FY13 project swap request in the amount of

$506,000 for their CAD to CAD project in order to extend the project completion to December 31, 2014.

Chair Kronenberg asked if there were any questions or public comment. Seeing none, she moved on to Item 8.

8.   <u>**UASI Travel Expenditures**</u>

Chief Financial Officer Tristan Levardo reported on travel expenses for the period January – March, 2014 in the amount of $4,797.

Chair Kronenberg asked if there were any questions or public comment. Seeing none, she moved to Item 9.

9.   <u>**UASI Approval Authority Tracking Tool**</u>

Chair Kronenberg asked if there were any additions or changes to the Tracking Tool. There were no additions or changes to the Tracking Tool so Chair Kronenberg moved on to Item 10.

10.   <u>**Announcements - Good of the Order**</u>

Chair Kronenberg asked the Board for any Announcements. She reminded Approval Authority members and the public that while the June meeting would be held as usual on the second Thursday of the month, the July meeting has been cancelled. After the June meeting, the Approval Authority will next meet in August. There were no comments from the Approval Authority and no public comment.

Chair Kronenberg moved to Item 11.

11.   <u>**Future Agenda Items**</u>

Chair Kronenberg asked the Board for questions or comments. There were no questions or comments.

12.   <u>**General Public Comment**</u>

Chair Kronenberg asked the public for any comments. There were no comments.

The meeting adjourned at 11:10 AM.