

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: June 30, 2015

CAO File No. 0220-03695-0184

Council File No. 15-0749

Council District: All

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer *MAS*

Reference: Transmittal from the Mayor dated June 10, 2015; referred for report June 12, 2015

Subject: **FISCAL YEAR 2014 STATE HOMELAND SECURITY GRANT PROGRAM
ACCEPTANCE**

SUMMARY

The Mayor's Office of Homeland Security and Public Safety (Mayor's Office) requests authority to accept the Fiscal Year 2014 State Homeland Security Grant Program (FY14 SHSGP) award in the amount of \$557,000 from the United States Department of Homeland Security. The grant performance period is from September 1, 2014 to May 31, 2016. There is no matching requirement for this grant.

The FY14 SHSGP provides funding for planning, equipment, training, exercises and grant administration for emergency prevention, preparedness, and response. The grant is allocated to the states and distributed to Operational Areas based on population to support first responders. The grant is provided by the United States Department of Homeland Security to the California Governor's Office of Emergency Services (Cal OES), who in turn allocates the funds to the County of Los Angeles as a sub-grantee. The County of Los Angeles administers the grant for the area and the City of Los Angeles is a sub-recipient. The Mayor's Office requests authority to negotiate and execute the sub-recipient agreement between the City and the County of Los Angeles for the FY14 SHSGP allocation, which is provided as Attachment 2 to the Mayor's transmittal dated June 10, 2015.

The City's FY14 SHSGP allocation will support projects for the Emergency Management Department (EMD), Los Angeles Fire Department (LAFD), and Los Angeles Police Department (LAPD). A categorical summary of the FY14 SHSGP is as follows:

Category	EMD	LAFD	LAPD	Total
Training – Sworn Overtime	--	\$100,000	\$200,000	\$300,000
Outreach – Contractual Services	\$257,000	--	--	\$257,000
Total	\$257,000	\$100,000	\$200,000	\$557,000

Emergency Management Department

Funding in the amount of \$150,000 is provided to the Emergency Management Department (EMD) for the Places of Worship Plan Development project. Funding will be used to employ a vendor to develop a training curriculum based on best practices and comprehensive guidelines in emergency planning for places of worship, conduct workshops based on this curriculum, and develop an emergency plan template for Houses of Worship and Faith-Based Organization participants responsible for emergency operations planning. The Mayor's Office requests authority to negotiate and execute a contract with a vendor for this purpose for a term of up to 12 months within the grant performance period for a contract amount not to exceed \$150,000.

The FY14 SHSGP also provides funding in the amount of \$107,000 to EMD for the Emergency Readiness Information System (ERIS) project. The purpose of the ERIS project is to encourage the public to submit information on their household to the ERIS database which can then be used by first responders to direct response during an emergency. The information collected includes the nature of impairment, physical restrictions to residential access and medical conditions. Funding is provided to hire a vendor to customize the existing operational system to be accessible in ten languages, develop a marketing campaign, and implement a plan to encourage the public to utilize the system. The Mayor's Office requests authority to negotiate and execute a contract with a vendor for this purpose for a term of up to 12 months within the grant performance period for a contract amount not to exceed \$107,000.

Los Angeles Fire Department

Funding in the amount of \$100,000 is provided to the LAFD for Incident Command System (ICS) Training. The ICS is a standardized management tool designed to enable effective and efficient incident management. The courses provided to LAFD will provide training in response, communication and coordination during a disaster. The training will also include a train-the-trainer course so that training can be delivered to more responders in the future. Funding is provided for overtime and backfill salary costs for about 300 staff to attend ten classes.

Los Angeles Police Department

The FY14 SHSGP provides funding in the amount of \$200,000 to the LAPD for the Weapons of Mass Destruction (WMD) and Multi-Assault Counter Terrorism Action Capabilities (MACTAC) trainings. The WMD courses train first responders to respond to incidents such as chemical, biological, radiological, nuclear, and explosive incidents, suspicious events, responder self-protection, site security, crime scene consideration, and specialized incident command issues. The MACTAC courses will train first responders to respond to active shooter, terrorist attacks, and hostage siege incidents. The Mayor's Office reports that funding will provide training for approximately 700 WMD trainees and approximately 1,000 MACTAC trainees. Funding is provided for overtime salary costs for staff to conduct the trainings.

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or his designee, to:
 - a. Accept, on behalf of the City, the Fiscal Year 2014 State Homeland Security Grant Program (FY14 SHSGP) in the amount of \$557,000 for a grant performance period of September 1, 2014 to May 31, 2016 to fund approved Los Angeles Emergency Management, Fire and Police Departments' projects as outlined in Attachment 3 of the Mayor's transmittal dated June 10, 2015;
 - b. Negotiate and execute an agreement with the County of Los Angeles for a term of up to 12 months for receipt of FY14 SHSGP funds, consistent with the approved grant budget and in accordance with the agreement included as Attachment 2 of the Mayor's transmittal dated June 10, 2015, subject to the approval of the City Attorney as to form and legality;
 - c. Negotiate and execute a contract for an amount not to exceed \$150,000 for the Places of Worship Plan Development, for a term of up to 12 months, within the grant performance period, subject to the approval of the City Attorney as to form and legality;
 - d. Negotiate and execute contract for an amount not to exceed \$107,000 for the Emergency Readiness Information System, for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form and legality;
 - e. Submit to the grantor, on behalf of the City, requests for drawdown of funds or reimbursements of City funds expended for eligible grant purposes;
2. Authorize the Controller to:
 - a. Establish a new interest-bearing Fund XXX, entitled FY14 SHSGP grant, and create a receivable in the Fund in the amount of \$557,000 for the FY14 SHSGP grant;
 - b. Expend and receive funds upon presentation of documentation and proper demand by the Mayor's Office of Homeland Security and Public Safety to reimburse City departments;

c. Appropriate funds within the new Fund XXX, Department 46 as follows:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
XXX/46	46M138	LAFD	\$100,000
XXX/46	46M170	Police	\$200,000
XXX/46	46M392	EMD	<u>\$257,000</u>
		Total	\$557,000

d. Transfer appropriations in the amount of \$557,000 within the FY14 SHSGP Grant Fund XXX on an as-needed basis to reimburse for grant-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
XXX/46	46M138	LAFD	\$100,000
XXX/46	46M170	Police	\$200,000
XXX/46	46M392	EMD	<u>\$257,000</u>
		Total	\$557,000

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
100/38	001098	Salaries, Variable Staffing	\$100,000
100/70	001092	Overtime, Sworn	\$200,000
392/34	343040	Contractual Services	<u>\$257,000</u>
		Total	\$557,000

3. Authorize the Controller to transfer cash from Fund XXX, Department 46, to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from the Los Angeles Fire, Police, and Emergency Management Departments; and,
4. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. Acceptance of the Fiscal Year 2014 State Homeland Security Grant Program (FY14 SHSGP) award in the amount of \$557,000 will provide funding for the Emergency Management Department, Fire Department, and Police Department. Acceptance of the grant and the recommendations in this report are in compliance with the City's Financial Policies in that one-time grant funds will be used for one-time expenditures.