



**Bay Area UASI Program  
Approval Authority Meeting**  
Thursday, November 10, 2011

10:00 a.m.

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

**AGENDA**

**1. CALL TO ORDER  
ROLL CALL**

Chair	Anne Kronenberg, City and County of San Francisco
Member	Monica Fields, City and County of San Francisco
Member	Renee Domingo, City of Oakland
Member	Rich Lucia, County of Alameda
Member	Chris Godley, City of San Jose
Member	Emily Harrison, County of Santa Clara
Member	Brendan Murphy, CalEMA

General Manager      Craig Dziedzic

**2. APPROVAL OF THE MINUTES (Action)**

Discussion and possible action to approve the draft minutes of the regular meeting of September 8, 2011 (*Documents for this item include draft minutes from September 8, 2011*).

**3. STATUS REPORT OF THE PROCUREMENT POLICIES/PROCEDURES MANUAL (Discussion, Possible Action)**

The General Manager will give an update regarding the drafting of the procurement policies/procedures manual, including project sponsorship. Possible action to support the outline or provide direction regarding this matter. (*Document for this item includes an outline from Craig Dziedzic*).

**4. FY 2009 PSIC REPORT (Discussion, Possible action)**

Report from staff regarding the fiscal status, budget issues, and reimbursements for the PSIC 2009 grant. Possible action to approve the allocation or take any other action related to the matter. (*Document for this item is a report from Tristan Levarado*).

**5. STATUS REPORT OF THE UASI APPROVAL AUTHORITY RETREAT (Discussion, Possible Action)**

General Manager will give an update regarding the recommendations of the planning committee for the UASI Approval Authority retreat Possible action to accept the recommendation or take other action related to this matter. (*Document for this item is the Retreat Agenda from Craig Dziedzic and Amiee*).



- 6. PROJECT UPDATE OF THE REGIONAL CATASTROPHIC PREPAREDNESS GRANT (RCPGP)** (Discussion, Possible Action);  
Staff will give an update of the RCPGP projects. Possible action to support any recommendation or take any other action related to this matter. *(Document for this item is a report from Kathleen McKenna).*
- 7. SELECTION OF VENDOR FOR THE REGIONAL PUBLIC INFORMATION AND WARNING CAPABILITIES ASSESSMENT AND STRATEGIC PLANNING PROJECT.** (Discussion, Possible Action)  
Staff will discuss the evaluation process and recommended selection of a vendor to provide the region with a comprehensive Public Information and Warning capabilities Assessment and Strategic Plan with an emphasis on Access and Functional needs population. Possible action to approve the recommendation or take any other action related to this matter. *(Document for this item is a report from Heather Tannehill-Plamondon).*
- 8. STATUS REPORT** (Discussion, Possible Action);  
a) UASI 2011 Subgrantee Application;  
b) UASI 2012 Funding and Grant Process;  
c) Allocation Methodology/Regional Strategy.  
Staff will give an update regarding the UASI 2011 subgrantee application and the UASI 2012 funding and grant process. Also discussed will be allocation methodology and regional strategy. Possible action would be to approve the recommendation for the allocation methodology, provide further direction to the Management Team, or take any other action related to this matter *(Document for this item is a report from Teresa Serata).*
- 9. REPORT OUT FROM ADVISORY GROUP** (Discussion, Possible Action)  
Report from the Chair of the Advisory Group; possible action to support any recommendations or provide further direction to the Advisory Group.
- 10. BayRICS JPA** (Discussion). Status report from Anne Kronenberg regarding the BayRICS Joint Powers Agreement (JPA). Possible action to approve the recommendation or take any other action related to this matter.
- 11. SCOPE OF WORK OF THE GENERAL MANAGER FOR THE BayRICS JPA** (Discussion, Possible Action). Status report from Anne Kronenberg regarding scope of work of the general manager of the BayRICS Joint Powers Agreement (JPA). Possible action to approve the description, qualifications and responsibilities as recommended or take any other action related to this item. *(Document for this item is a description of the scope of work from Anne Kronenberg).*
- 12. 2012 CALENDAR FOR THE APPROVAL AUTHORITY MEETINGS** (Discussion, Possible Action)  
The Chair will discuss the 2012 calendar for the Approval Authority meetings. Possible action will be to approve the calendar or take any other action related to this matter.



**Possible Closed Session - Time Specific: 12:00 p.m.**

**13. SELECTION OF LAW FIRM TO PROVIDE LEGAL SERVICES TO THE APPROVAL AUTHORITY** (Discussion, Possible Action).

Closed session to select the law firm recommended by the Approval Authority Ad Hoc committee. Possible action to approve the selection. The Approval Authority may hold some or all of this discussion in closed session under California Government Code Section 54957(b).

**14. TRACKING TOOL FOR UASI MANAGEMENT TEAM AND APPROVAL AUTHORITY TO FOLLOW UP ON ITEMS AND REQUESTS OF STAFF** (Discussion, Possible Action)

Review of the tracking tool for accuracy and confirmation of deadlines. Possible action to approve the tracking tool, provide further direction to the Management Team, or take other action related to the tracking tool. (*Document for this item is the UASI Approval Authority Tracking Tool*).

**15. ANNOUNCEMENTS-GOOD OF THE ORDER**

**16. FUTURE AGENDA ITEMS** (Discussion)

The Approval Authority members will discuss agenda items for future meetings.

**17. GENERAL PUBLIC COMMENT**

Members of the Public may address the Approval Authority for up to three minutes on items within the jurisdiction of the Bay Area UASI Approval Authority.

**18. ADJOURNMENT**

**PENDING AGENDA ITEMS:**

- UASI Approval Authority Retreat-December 15, 2011
- Procurement Policies and Procedures/Project Sponsorship-January
- 2011 UASI Sub grantee Application Update-January
- UASI 2012 Homeland Security Strategy-January

**If any materials related to an item on this agenda have been distributed to the Approval Authority members after distribution of the agenda packet, those materials are available for public inspection at the Department of Emergency Management located at 1011 Turk Street, San Francisco, CA 94102 during normal office hours, 8:00 a.m.- 5:00 p.m.**

**Public Participation:**

It is the policy of the Approval Authority to encourage and permit public participation and comment on matters within the Approval Authority's jurisdiction, as follows.

- *Public Comment on Agenda Items.* The Approval Authority will take public comment on each item on the agenda. The Approval Authority will take public comment on an action item before the Approval Authority takes action on that item. Persons addressing the Approval



Authority on an agenda item shall confine their remarks to the particular agenda item. For each agenda item, each member of the public may address the Approval Authority once, for up to three minutes. The Chair may limit the public comment on an agenda item to less than three minutes per speaker, based on the nature of the agenda item, the number of anticipated speakers for that item, and the number and anticipated duration of other agenda items.

- *General Public Comment.* The Approval Authority shall include general public comment as an agenda item at each meeting of the Approval Authority. During general public comment, each member of the public may address the Approval Authority on matters within the Approval Authority's jurisdiction. Issues discussed during general public comment must not appear elsewhere on the agenda for that meeting. Each member of the public may address the Approval Authority once during general public comment, for up to three minutes. The Chair may limit the total general public comment to 30 minutes and may limit the time allocated to each speaker depending on the number of speakers during general public comment and the number and anticipated duration of agenda items.
- *Speaker Identification.* Individuals making public comment may be requested, but not required, to identify themselves and whom they represent.
- *Designated Public Comment Area.* Members of the public wishing to address the Approval Authority must speak from the public comment area.
- *Comment, Not Debate.* During public comment, speakers shall address their remarks to the Approval Authority as a whole and not to individual Approval Authority representatives, the General Manager or Management Team members, or the audience. Approval Authority Representatives and other persons are not required to respond to questions from a speaker. Approval Authority Representatives shall not enter into debate or discussion with speakers during public comment, although Approval Authority Representatives may question speakers to obtain clarification. Approval Authority Representatives may ask the General Manager to investigate an issue raised during public comment and later report to the Approval Authority. The lack of a response by the Approval Authority to public comment does not necessarily constitute agreement with or support of comments made during public comment.
- *Speaker Conduct.* The Approval Authority will not tolerate disruptive conduct by individuals making public comment. Speakers who use profanity or engage in yelling,



screaming, or other disruptive behavior will be directed to cease that conduct and may be asked to leave the meeting room.

**Disability Access**

**The UASI Approval Authority holds its meetings at the Alameda County Sheriff's Office OES located at 4985 Broder Blvd. in Dublin, CA 94568.**

**In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify Jada Jackson, at least 24 hours prior to the meeting at (415) 705-8515.**