Bay Area UASI Program
Approval Authority Meeting
Thursday, August 14, 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 10:00 AM. Subsequently, UASI General Manager, Craig Dziedzic took the roll. Vice-Chair Rich Lucia and Members Raymond Guzman, Colleen Mulholand, Mike Casten, Sherrie Collins, and Renee Domingo were present. Members Ken Kehmna, and Carlos Bolanos were absent but their alternates, respectively Dana Reed and Mark Wyss, were present. Neither Bob Doyle nor his alternate Dave Augustus was present but Steve De La O was in attendance representing Marin County. Craig Dziedzic stated they were still waiting to hear of an appointee from CalOES to the board. Chair Kronenberg announced Steve De La O as an alternate from Marin County. Chair Kronenberg also stated that Rob Dudgeon would be her new alternate on the Approval Authority. Member Al Terrell arrived at 10:08 AM.

2.   **Approval of the Minutes**

Chair Kronenberg asked if there were any comments or questions concerning the Minutes from the June 12, 2014 meeting. Seeing none, she asked for a motion to approve the minutes.

Motion: Approve the minutes from the June 12, 2014 Approval Authority Meeting.
Moved: Alternate Member Mulholand   **Seconded:** Member Casten
Vote: The motion was passed unanimously.

Chair Kronenberg then moved on to Item 3.

3. **General Manager's Report**

   (a)   FY14 Continuing Training Grants

   UASI General Manager Craig Dziedzic provided an update on grant funding opportunities. He stated that one of the goals of the Management Team is to seek and apply for additional grant opportunities available to the region. He stated that the Bay Area UASI Management Team again applied for a Continuing Training Grant (CTG). This year, two applications were submitted in two separate categories: one was for Countering Transportation Terrorism (CTT) that will involve both the public and private sector and the second was for an advanced Cyber-Security training course designed to assist state, local, and tribal and territorial law enforcement agencies. Each application amount was approximately $1,000,000 with a three year performance period.

   (b)   FEMA Regional Risk Management Workshop

   Mr. Dziedzic reported on the Bay Area UASI Management Team's participation in a FEMA Region IX Risk Management Workshop that occurred on June 17-18, 2014. This workshop included all jurisdictions within FEMA Region IX- California, Nevada, Arizona, Hawaii, and the Pacific Islands. He stated that one area identified from an examination of the risks and gaps report was the restoration of critical lifelines and that the Bay Area was continuing to lead the region in enhancing this capability.

   (c) FEMA Technical Assistance: Threat and Hazard Identification and Risk Assessment (THIRA)

   Mr. Dziedzic reported that, as mandated by the grant guidance, the THIRA update is due at the end of the calendar year and indicated that FEMA has a training scheduled for August 19th and 20th.

   Chair Kronenberg asked for comments and public comment. Seeing none, she moved on to item 4.

4. **FY11 and FY12 Unspent Funds**

   Assistant General Manager Catherine Spaulding reported that there is $1.6 million in unspent funds. This is comprised of funds returned by jurisdictions after January 2014 when the regional procurement process was triggered and also from unspent funds by the Management Team, including rent and salary savings.

   The Management Team requested approval of a reallocation of $1.2 million to the hubs for projects from the FY14 selection process that can be completed before the end of calendar year 2014 and also an allocation of $400,000 to address high risk and gap areas. Ms. Spaulding stated this recommendation is consistent with methods used in the past to allocate large amounts of unspent funds.

Ms. Spaulding indicated that funds would be distributed to the hubs using the latest risk allocation percentages, and that projects that could be completed in the limited time frame would be sent to the hub members for review and final approval. Personnel projects would not be eligible given the short time frame. If the second portion of the recommendation is approved, she stated that stakeholders recommended that funds be used for improving public information and warning systems throughout the region, including updating systems to be consistent with state and federal standards such as Common Alerting Protocol (CAP) and Integrated Public Alert and Warning System (IPAWS).

Chair Kronenberg asked if there were any questions. Seeing none, she asked if there was any public comment on the item. Christopher Helgren from Sonoma County asked for further clarification on the source of the remaining funds and Ms. Spaulding indicated that it was a combination of jurisdictions returning money, a change that resulted in an extension to the Management Team's office lease, and the fact that both the FY 11 and FY 12 grants were closing at the same time. Tristan Levardo, CFO of the Bay Area UASI, added that there were also some salary savings resulting from vacant positions.

In further public comment, Jeff Blau from San Jose asked if there had been any thought of putting all the money back to the hubs to allow the counties to decide which projects they wished to fund and Ms. Spaulding indicated there were many different ways to reallocate these funds; however, there is an expectation at the State and Federal level that risk management findings be applied funding targeted to high risk needs. Mr. Blau asked about utilizing all the funds for radio system projects and stated that the South Bay was looking for funding for their multimillion dollar radio project. Chair Kronenberg reminded the room that this was public comment and not intended for dialogue. She stated the Approval Authority should either accept the recommendation of the Management Team or put all the money back into the hubs. She stated that public alert and warning is lacking in the region and she supports building this capability.

Approval Authority member Sherrie Collins of Monterey voiced her support for enhancing the public information and warning system in the region. Member Mark Wyss asked about recommendations made in the Filler and Associates "Public Information and Warning" report and Ms. Spaulding stated that the report discussed developing a regional system and the Approval Authority decided to develop capability at the Operational Area (OA) level first. Member Wyss asked for a working group to be formed with subject matter experts. Chair Kronenberg asked for a second to approve the motion on the floor and include a friendly amendment from Member Wyss. Chair Kronenberg asked if there was any further discussion, hearing none she called for a vote.

Motion: Approve the Management Team recommendation, amended to include formation of a workgroup.
Moved: Member Casten   **Seconded:**   Member Domingo
Vote: The motion was passed unanimously

5.   **Asset and Risk Update**

Risk and Information Project Manager Dave Frazer presented the asset and risk update for the region. He stated that this asset report was one of three components used for assigning funding percentages for the region. During his presentation, Mr. Frazer pointed out that the region's asset catalog had increased by 31% and was now comprised of over 16,000 assets. Chair Kronenberg asked if there were any questions. Member Casten asked if changes to the percentages of asset risk for each hub were due to the addition of assets into the catalog or from reassigning more risk to assets already in the catalog. Mr. Frazer responded that it was a combination these factors that led to the changes. Member Casten then asked which Operational Areas were responsible for adding more assets into the system and Mr. Frazer responded that every OA had contributed to the assets with the exception of Santa Cruz. Member Casten requested that a further breakdown of this information be provided to the Approval Authority and Member Renee Domingo asked that Core City information also be provided. Mr. Frazer indicated that he would be able to provide that information after the meeting.

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

6.   **FY15 Risk and Gap Analysis**

Assistant General Manager Catherine Spaulding presented the FY15 Risk and Gap Analysis. She stated the report is done on an annual basis, and that a risk-based allocation of resources is required by the Department of Homeland Security (DHS) and the Approval Authority Bylaws. She presented the ranking of 31 core capabilities including the risk relevance, level of ability, and an analysis of the gaps and provided suggested ways to close gaps identified in the top 5 core capabilities.

Chair Kronenberg asked if there were any questions or public comment. Seeing no additional questions or public comment, Chair Kronenberg moved to Item 7.

7.   **Urban Shield and Yellow Command Update**

Commander Dennis Houghtelling introduced Captain Garrett Holmes to provide an update on Urban Shield. Captain Holmes gave a brief overview of Urban Shield and stated that six counties would be participating in the 48 hour exercise. He described Urban Shield as an exercise designed to test first responders' abilities in different situations and stated that 35 local, national, and international teams would be participating in the tactical portion of the exercise. There will also be bomb squads, hazmat teams, and search and rescue teams participating. Captain Holmes also provided an overview of some of the different scenarios.

Project Manager Corinne Bartshire, Exercise Director for Yellow Command, presented an update on that portion of the exercise. She stated that a Boston Marathon bombing type scenario would take place at Moffett Field on Friday. She stated that the objectives were to test medical surge and patient tracking abilities, the activation of Emergency Operations Centers, and public information and warning systems including the activation of Joint Information Centers.

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

8. **RCPGP Spending Report & UASI Travel Expenditures**

Chief Financial Officer Tristan Levardo presented the FY11 RCPGP Spending Report. He stated the RCPGP grant has been extended to December 31, 2014 and indicated that there was only one outstanding deliverable remaining on the grant.

Mr. Levardo also reported on UASI travel expenditures for the period of April 1, 2014 to June 30, 2014 and indicated that they amounted to $32,448.

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

9. **BayRICS JPA Quarterly Report**

BayRICS General Manager Barry Frazer presented his quarterly report. He stated that the BayRICS JPA worked from February through March 2014 to develop its strategic plan goals. In April, the Board directed him to provide a progress report on the strategic plan within six months and that staff has developed a project plan with 8 and 16 week milestones. The four strategies are:

1. Present a realistic and stable funding plan
2. Lead State planning for FirstNet
3. Communicate the value of Interoperability
4. Bridge the Voice-Data Communications Gap

Vice Chair Rich Lucia added his support to this system and indicated that the Bay Area has been leading the charge to develop this system despite challenges and that if this project is to be completed, Bay Area support would be vital.

Chair Kronenberg recommended that the P25 system be tested during next year's Urban Shield exercise.

Chair Kronenberg asked if there were any questions or public comment. Seeing none, she moved to Item 10.

10.   <u>Tracking Tool</u>

Chair Kronenberg asked the Board for additions or deletions to the Tracking Tool. There were no additions or deletions.

11.   <u>Announcements – Good of the Order</u>

Chair Kronenberg asked the Board for any announcements. Hearing none, she asked if there were any public announcements. It was announced that a memorial for Fire Captain Kelly Seitz would be held on Saturday, November 1, 2014 from 10:00am to 2:00pm.

Christopher Helgren introduced Brendan Kearney as the new planner for the North Bay hub.

12.   <u>Future Agenda Items</u>

Chair Kronenberg asked if the Board if there were any future agenda items. Hearing none she moved to item 13.

13.   <u>General Public Comment</u>

Chair Kronenberg asked the public for any comments. A member of the public commented that he was concerned about Urban Shield and the over militarization of police on a societal level. Chair Kronenberg asked if there were any other comments. Hearing no additional comments she adjourned the meeting.

14.   <u>Adjournment</u>

The meeting adjourned at 11:20 AM.