

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: January 24, 2013

CAO File No. 0220-03695-0134

Council File No. 11-1354

Council District: --

To: The Mayor
They Council

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

Reference: Transmittal from the Mayor dated December 19, 2012; referred for report
December 21, 2012

Subject: **FISCAL YEAR 2010 STATE HOMELAND SECURITY GRANT PROGRAM
REAPPROPRIATIONS AND REIMBURSEMENT AUTHORITY**

SUMMARY

The Mayor's Office of Homeland Security and Public Safety (Mayor's Office) requests to reappropriate a total of \$319,418.10 in 2010 State Homeland Security Grant Program (FY10 SHSGP) funds to reimburse the Los Angeles Fire Department (LAFD) for costs incurred to attend training courses. The Mayor's Office also requests authority to reimburse the Emergency Management Department (EMD) a total of \$250,000 for contractual services costs incurred for the development of a neighborhood emergency preparedness and response plan.

BACKGROUND

The SHSGP is a federal program which provides funding for specialized homeland security equipment, exercises, training and planning. Allocations are provided to states, which in turn provide program funding to Operational Areas within the state based on population and designated for the benefit of all first responders in the Operational Areas. The County of Los Angeles (County) typically acts as the fiscal agent for the SHSGP and distributes funds among the regional recipients, including the City of Los Angeles.

On September 27, 2011, the City Council accepted the FY10 SHSGP award of \$756,149 for a program term of October 28, 2010 through April 30, 2013. \$506,149 was provided to the LAFD for training in the Regional Green Cell, Urban Search and Rescue, and Hazardous Materials programs. \$324,251 remains available to the LAFD from that award, and \$319,418.10 is now requested to be reappropriated and transferred to the LAFD to reimburse the department for staff overtime costs incurred for attending the grant-funded training programs.

On May 8, 2012, the Council approved \$250,000 of the FY10 SHSGP award to go to the EMD to contract services to develop a neighborhood emergency preparedness and response plan. The

approved contractor, Constant & Associates, Incorporated, under City Contract No. C-120564, will collaborate with a pre-selected Los Angeles Neighborhood Council to develop a neighborhood emergency preparedness and response plan and design a full scale exercise to test the operational components of the plan. Additionally, the contractor will conduct four workshops to instruct neighborhood councils throughout the City on how to use and apply the developed template to conduct emergency preparedness and response plans within their individual communities. The Council had authorized the execution of the contract and appropriation of funds for the project, but the authority to reimburse the EMD for the costs was inadvertently omitted.

RECOMMENDATIONS

That the City Council:

1. Authorize the Controller to:
 - a. Transfer appropriations and create new appropriation accounts within the SHSGP 10 Grant Fund No. 54J/46 as follows:

TRANSFER FROM:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54J/46	46H138	LAFD Salaries	\$319,418.10

TRANSFER TO:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54J/46	46J138	LAFD	\$319,418.10

- b. Transfer appropriations from SHSGP 10 Grant Fund No. 54J/46 to the Los Angeles Fire Department for reimbursement of FY10 SHSGP related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54J/46	46J138	LAFD	\$319,418.10

TRANSFER TO:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
100/38	001098	Overtime Variable Staffing	\$319,418.10

- c. Transfer FY10 SHSGP grant funds from SHSGP 10 Grant Fund No. 54J/46, Account No. 46H735, EMD Contracts, to the Emergency Operations Fund No. 392/34, Account No. 343040, Contractual Services, in a total amount not to exceed \$250,000; and,

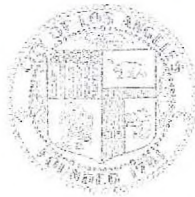
2. Authorize the Mayor, or his designee, to prepare Controller’s instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and instruct the Controller to implement the instructions.

technical adjustments, subject to the approval of the City Administrative Officer, and instruct the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will allow for the continued expenditure of Council approved 2010 State Homeland Security Grant Program award funds. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities. There is no impact to the General Fund.

MAS:JCY:04130073



ANTONIO R. VILLARAIGOSA
MAYOR

December 19, 2012

Honorable Members of the City Council
c/o City Clerk
Room 395, City Hall

Re: Fiscal Year 2010 State Homeland Security Grant Program FY 2012-13
Reappropriations (Council File No. 11-1354)

Dear Honorable Members:

Transmitted herewith, for consideration by the Los Angeles City Council, is a request to reappropriate Fiscal Year 2010 State Homeland Security Grant Program (FY10 SHSGP) funds to the Los Angeles Fire Department (LAFD) and reimburse the Emergency Management Department. On September 27, 2011, the City Council accepted the FY10 SHSGP grant in the amount of \$756,149 for a term from October 28, 2010 to April 30, 2013 (Council File No. 11-1354).

REAPPROPRIATIONS

In the acceptance report to City Council, a total of \$756,149 was appropriated to the Los Angeles Fire Department for overtime and backfill costs to attend Green Cell, Urban Search and Rescue (USAR) and Hazardous Materials (HazMat) training courses. The Green Cell training will enhance operational preparedness necessary for all-hazards emergency management and incident response activities. The USAR and HazMat training courses will provide training to sustain USAR and Hazmat teams, and may include, but are not limited to: Trench Rescue; Structural Collapse Technician; Confined Space Rescue; Low Angle Rope Rescue Operational; Advanced Rope Rescue; Rescue Systems 1; HazMat Technician ABCD; HazMat Specialist FG and Assistant Safety Officer. Authority is being requested to reappropriate a total of \$319,418.10 to reimburse LAFD for costs incurred to attend Green Cell, USAR and Hazmat training courses.

EMERGENCY MANAGEMENT DEPARTMENT

On May 8, 2012, City Council approved the budget modification to fund the Emergency Management Department's development of a neighborhood emergency preparedness and response plan for a total of \$250,000.



The selected contractor, Constant & Associates (C-120564), will collaborate with a pre-selected Los Angeles Neighborhood Council to develop a neighborhood emergency preparedness and response plan for that community and design a full scale exercise to test the operational components of the plan. The contractor is responsible for the development of any and all training materials essential for use of the template. Additionally, the contractor is responsible for conducting four (4) workshops to instruct neighborhood councils throughout the City of Los Angeles on how to use and apply the developed template to conduct emergency preparedness and response plans within their individual communities.

The Emergency Management Department will issue payment directly to Constant & Associates and our office will seek reimbursement from the Los Angeles County, the grant and fiscal administrator of the SHSGP grant. The Mayor's Office is requesting authority to reimburse the Emergency Management Department not to exceed \$250,000.

RECOMMENDATIONS

It is therefore requested that the City Council:

1. **Authorize** the Controller to:

- a. Transfer appropriations and create new appropriations accounts within the FY 2010 State Homeland Security Fund 54J/46, SHSGP 10 (Council File No. 11-1354), as follows:

TRANSFER FROM:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54J/46	46H138	LAFD Salaries	\$319,418.10

TRANSFER TO:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54J/46	46J138	LAFD	\$319,418.10

- b. Transfer appropriations from 54J/46, SHSGP 10 (Council File No. 11-1354), to the General Fund and/or Special Fund to reimburse SHSGP 10 related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54J/46	46J138	LAFD	\$319,418.10

TRANSFER TO:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
100/38	001098	Overtime Variable Staffing	\$319,418.10

Honorable Members of the City Council
December 19, 2012
Page 3

2. **Authorize** the Controller, upon presentation of proper documentation from the Emergency Management Department, to transfer FY10 SHSGP grant funds from Fund 54J/46, Account 46H735 to the Emergency Management Department Fund 392/34, Account 3040, in a cumulative total amount not to exceed \$250,000;
3. **Authorize** the Mayor's Office of Homeland Security and Public Safety to prepare Controller's instructions for any necessary technical adjustments, subject to the approval of the CAO, and instruct the Controller to implement instructions.

Very truly yours,



(COPY)
ANTONIO R. VILLARAIGOSA
Mayor

ARV:fr