

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: March 21, 2014

CAO File No. 0220-03695-0162

Council File No. 13-0510

Council District: All

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer



Reference: Transmittal from the Emergency Management Department dated February 24, 2014; referred for report February 24, 2014

Subject: **ACCEPTANCE OF THE FISCAL YEAR 2013 EMERGENCY MANAGEMENT PERFORMANCE GRANT**

SUMMARY

The Emergency Management Department (EMD) requests authority to accept the Fiscal Year 2013 Emergency Management Performance Grant (EMPG) in the amount of \$615,363 from the Department of Homeland Security (DHS) for the grant performance period of July 1, 2013 to June 30, 2014. The EMD also requests authority to execute a subrecipient agreement with the County of Los Angeles (County) to receive the City's portion of the EMPG. The EMPG requires a dollar for dollar match that the City has met through General Funded emergency management expenses.

The purpose of the EMPG is to sustain and improve comprehensive emergency management programs at the state, tribal and local levels from all man-made and natural disasters through the prevention, mitigation, response and recovery of all hazards events.

The EMPG is provided by the DHS directly to the California Office of Emergency Services (Cal OES). Cal OES then distributes the EMPG to counties on a baseline plus per capita basis. As a subrecipient of the State, the County of Los Angeles distributes funding using a similar distribution formula, which results in the City of Los Angeles receiving approximately 40 percent of the County's allocation. The State and County use all available management and administration funds (M&A); no M&A funds are passed through to the City.

The EMPG requires a dollar for dollar match that the City has met through its General Funded emergency management program allocations from Council controlled and Proprietary departments. The Fiscal Year 2013 EMPG program allocates \$615,363 to the City of Los Angeles, designated as Disaster Management Area H (Area H). This allocation requires demonstrated expenses of City funds in the amount of \$1,230,726. All expenditures must be completed within the grant performance period of July 1, 2013 to June 30, 2014. The EMPG is a reimbursement-based grant. The annual receipt of the EMPG funds is reflected as revenue in the EMD's budget.

To meet the match, the grant allows for the use of salaries, equipment and other expenses related to the development and support of the recipient agency's emergency management program. To meet the City's match requirement, EMD has been working with the Department of Water and Power (DWP) to identify eligible expenses. Attachment B to the EMD's transmittal provides a budget summary of the eligible expenses. Additional information on the positions and allowable expenses used to meet the match requirement is provided below. An excess of matching funds has been identified by EMD to ensure that contingencies are available should any items be disqualified by the grantor.

Direct Expenses

Emergency Management Department	Amount
Assistant General Manager	\$124,930
Emergency Management Coordinator II (3 positions)	\$300,000
Emergency Management Coordinator I (3 positions)	\$185,654
TOTAL	\$610,584

Match Expenses

Department of Water and Power	Amount
Emergency Management Coordinator I (4 positions)	\$465,346
Emergency Operations Fund	
Support and Consumable Services	\$70,758
Software Licenses and Training Materials	\$194,212
TOTAL	\$730,316

All EMPG subrecipients in the County of Los Angeles are required to have a subrecipient agreement. The General Manager of the EMD is the Designated Applicant Agent for the City of Los Angeles for this grant program and ensures all grant and contracting requirements are met.

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor, authorize the General Manager of the Emergency Management Department (EMD), or designee, to:

1. Accept the Fiscal Year 2013 Emergency Management Performance Grant (EMPG) from the Federal Emergency Management Agency in the amount of \$615,363 with a grant performance period of July 1, 2013 to June 30, 2014;
2. Execute the subrecipient agreement, included as an attachment to the EMD's transmittal, between the City of Los Angeles and the County of Los Angeles, in the amount of \$615,363 for a term of July 1, 2013 to June 30, 2014, for the acceptance of the EMPG, subject to the approval of the City Attorney as to form and legality;
3. Deposit the EMPG funds received under the subrecipient agreement into the General Fund 100, Department 35, Revenue Source Code 3702 "Emergency Management Assistance"; and,

4. 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 additional impact to the General Fund as a result of these actions. Acceptance of the Fiscal Year 2013 Emergency Management Performance Grant in the amount of \$615,363 will provide support for the City's emergency management programs. These recommendations are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities.

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