

LOS ANGELES FIRE COMMISSION

BOARD OF
FIRE COMMISSIONERS

DELIA IBARRA
PRESIDENT

ANDREW GLAZIER
VICE PRESIDENT

STEVEN R. FAZIO
JIMMY H. HARA, M.D.
JIMMIE WOODS-GRAY

LETICIA GOMEZ
COMMISSION EXECUTIVE ASSISTANT II



ERIC GARCETTI
Mayor

SUE STENGEL
INDEPENDENT ASSESSOR

EXECUTIVE OFFICE
200 NORTH MAIN STREET, SUITE 1840
LOS ANGELES, CA 90012

(213) 978-3838 PHONE
(213) 978-3814 FAX

August 26, 2015

Honorable Members of the City Council
City of Los Angeles
City Hall, Room 395
Attn: City Clerk

Honorable Eric Garcetti
Mayor, City of Los Angeles
Room 303, City Hall
Attn: Mandy Morales, Legislative Coordinator

[BFC 15-088] – CONTINUATION OF 2013 FEMA URBAN SEARCH AND RESCUE TASK FORCE COOPERATIVE AGREEMENT GRANT (C.F. 13-1618)

At its meeting of August 18, 2015, the Board of Fire Commissioners approved the report and recommendations. The report is hereby transmitted concurrently to the Mayor and City Council for consideration and approval.

Should you need additional information, please contact the Board of Fire Commissioners' office at 213-978-3838.

Sincerely,

Sandra Gonzalez
Acting Commission Executive Assistant

Attachment

cc: Board of Fire Commissioners (without attachments)
Fire Chief Ralph M. Terrazas (without attachments)


LOS ANGELES FIRE DEPARTMENT

APPROVED:
BOARD OF FIRE COMMISSIONERS
BY: *Andrew Boyley* 8/26/15

RALPH TERRAZAS **COMMISSIONER EXECUTIVE ASSISTANT**
FIRE CHIEF

August 10, 2015

BOARD OF FIRE COMMISSIONERS FILE NO. 15-088

TO: Board of Fire Commissioners

FROM: *Ralph Terrazas* Ralph Terrazas, Fire Chief

SUBJECT: CONTINUATION OF 2013 FEMA URBAN SEARCH AND RESCUE TASK FORCE COOPERATIVE AGREEMENT GRANT (C.F. 13-1618)

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

SUMMARY

On April 4, 1993, the Mayor and City Council authorized the Los Angeles Fire Department (LAFD) to execute a Memorandum of Agreement (MOA) with the Governor's Office of Emergency Services and the Federal Emergency Management Agency (FEMA). These actions established LAFD as a sponsoring agency and host of a FEMA Urban Search and Rescue (US&R) Task Force, California Task Force 1 (CA-TF1). Through the MOA, FEMA supports CA-TF1 annually using a Cooperative Agreement (C-122495) to fund the program. The Agreement supports an equipment cache, CA-TF1 member training, and full-time personnel to manage the cache and administrate CA-TF1's US&R program.

FEMA's ongoing method of supporting US&R Task Forces throughout the country is by funding Cooperative Agreement Grants to sponsoring agencies for necessary equipment, training, supplies, and program administration costs. On February 11, 2014, the Council accepted the 2013 FEMA Cooperative Agreement Grant (EMW-2013-CA-K00017) in the amount of \$1,251,154 for a term of October 1, 2013 through March 31, 2015 (C.F. 13-1618). The Grant does not require a cost-share match from the City. Subsequently, FEMA extended the period of performance to March 31, 2016.

The Agreement's funding mechanism uses a "draw-down" system with the LAFD General Fund Budget front-funding CA-TF1 expenditures, and LAFD accounts reimbursed by drawing down from the grant award. All grant mandated expenditures will be reimbursed from the FEMA US&R account in a timely, on-going basis, as expenditures are processed according to City procedures.

As of June 1, 2015, \$322,014.20 remained available for spending in FY 2015-16 to cover personnel training, contractual services, travel, supplies and purchase of necessary equipment for program operations. Therefore, continuation of the grant performance period will require General Fund front-funding, as follows from the following LAFD Accounts:

- \$272,014.20 - Salaries Sworn Account 001012
- \$50,000 - Variable Staff Overtime Account 001098

RECOMMENDATIONS

That the Board:

1. Approve and transmit the report to the Mayor and the City Clerk for Committee consideration and City Council approval.

2. Request that the Mayor and City Council:

(a) Authorize the Controller to transfer \$272,014.20 from Department 38, Fund 100, Account 001012 (Salaries Sworn) to Department 38, Fund 335, Account 38013R, to support the necessary expense and purchase of equipment items that will be reimbursed by the FEMA grant.

(b) Authorize the Fire Chief, or his designee, to deposit the FEMA grant funds received under this Cooperative Agreement into Department 38, Fund 335, Account 38013R (Fire Department Grants) and appropriate back to Department 38, Fund 100, Account 001012 (Salaries Sworn) as reimbursements are received.

(c) Authorize the Controller to transfer FEMA grant funds up to \$50,000, from Department 38, Fund 335, Account 38013R to Department 38, Fund 100, Account 001098 (Variable Staffing) based on the LAFD submissions to the Office of the City Administrative Officer (CAO) documenting actual costs incurred for this FEMA US&R no-match Cooperative Agreement Program through Cooperative Agreement Performance Period.

(d) Authorize the Controller to transfer the uncommitted balance of advanced funds as of April 1, 2016, from Department 38, Fund 335, Account 38013R to Department 38, Fund 100, Account 001012 (Salaries Sworn) to meet payroll needs.

FISCAL IMPACT

The FY 2015-16 Los Angeles Fire Department General Fund Budget will front-fund \$322,014.20 to enable continuation of the performance period of the 2013 FEMA Cooperative Agreement Grant through March 31, 2016. The City will receive full reimbursement from the Grant.

CONCLUSION

As the sponsoring agency of a US&R Task Force, CA-TF1, the LAFD receives annual grants to support, maintain, and enhance CA-TF1's readiness. The report recommendations are necessary to ensure appropriate accounting and financial procedures are in place to allow the LAFD to expend the grant funds. This is a no match reimbursement grant of \$1,251,154 of which \$322,014.20 remains available for salaries, travel, expenses and equipment in FY2015-16.

Board report prepared by Antonio Muro, Management Analyst II, Emergency Operations Bureau.