

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: August 14, 2015

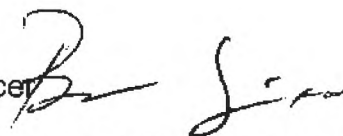
CAO File No. 0130-02005-0005

Council File No. 14-0176-S2

Council District: All

To: The Mayor  
The Council

From: Miguel A. Santana, City Administrative Officer



Reference: Transmittal from the Board of Fire Commissioners dated August 5, 2015

Subject: **REAPPROPRIATION OF GRANT FUNDS FOR THE FISCAL YEAR 2013 PORT SECURITY GRANT PROGRAM IN 2015-16**

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### SUMMARY

On June 4, 2014, the Council authorized the Fire Chief to accept the Federal Emergency Management Agency (FEMA) award of the 2013 Port Security Grant Program (FY2013 PSGP) in the amount of \$807,285 for a grant performance period of September 1, 2013 to August 31, 2015. On August 5, 2015, the Board of Fire Commissioners approved the Fire Department's (LAFD) report dated July 17, 2015 to reallocate the remaining \$395,502 in unexpended FY13 PSGP grant funds to allow for continued expenditure of grant funds in Fiscal Year 2015-16. The LAFD has requested a 180-day extension, which is pending grantor approval.

The FY2013 PSGP grant supports maritime transportation infrastructure security activities. The LAFD uses the FY2013 PSGP grant funds to train LAFD personnel on incidents involving Chemical, Biological, Nuclear, Radiological, and Explosives (CBRNE) agents and to provide Marine Response training and equipment to improve the preparedness, prevention, response and recovery capabilities of the LAFD. The training of LAFD first responders in these areas will enhance their capabilities in effectively responding to incidents in the Port of Los Angeles area.

The FY2013 PSGP is a reimbursement grant, which requires a 25-percent cost share match by the LAFD, with the remaining 75-percent to be reimbursed by FEMA. Through June 30, 2015, the LAFD expended \$411,783 of the \$807,285 grant funds. The LAFD requests authority to reallocate \$395,502 in unexpended funds, which includes \$292,626 to be reimbursed by FEMA and \$98,876 to be absorbed by the LAFD. Since the grant is on a reimbursement basis, funds are front-funded by the LAFD and reimbursed based on actual expenditures. There are sufficient funds in the various LAFD salary accounts in its 2015-16 budget to meet the required match and to advance the grant funds, therefore no additional appropriation is needed. The LAFD requests authority to conduct the necessary fiscal transactions to reallocate and appropriate funds to expend the remaining grant funds.

The tables below summarize the cost breakdown of the FY13 PSGP grant, the actual amounts expended and the remaining balance.

Table 1: FY2013 PSGP Grant Cost Breakdown by Category (original award)

Category	Federal Share	LAFD's Cost Share	Total
CBRNE Hazmat Training	\$219,375	\$73,125	\$292,500
Marine Response Training	\$287,164	\$95,721	\$382,885
Marine Response Equipment	\$98,925	\$32,975	\$131,900
<b>Total</b>	<b>\$605,464</b>	<b>\$201,821</b>	<b>\$807,285</b>

Table 2: FY2013 PSGP Total Expenditures by LAFD as of June 30, 2015 by Category

Category	Federal Share	LAFD's Cost Share	Total
CBRNE Hazmat Training	\$212,559	\$70,853	\$283,412
Marine Response Training	\$96,278	\$32,093	\$128,371
Marine Response Equipment	--	--	--
<b>Total</b>	<b>\$308,837</b>	<b>\$102,946</b>	<b>\$411,783</b>

Table 3: FY2013 PSGP Remaining Balances as of July 1, 2015 for expenditures in FY 2015-16

Category	Federal Share	LAFD's Cost Share	Total
CBRNE Hazmat Training	\$6,816	\$2,272	\$9,088
Marine Response Training*	\$190,885	\$63,629	\$254,514
Marine Response Equipment	\$98,925	\$32,975	\$131,900
<b>Total</b>	<b>\$296,626</b>	<b>\$98,876</b>	<b>\$395,502</b>

\*The LAFD has submitted a modification request to the grantor to reallocate excess Marine Response Training funds to CBRNE Hazardous Materials Training. This request is still pending grantor approval.

## RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Authorize the Fire Chief to continue expenditure of FY2013 Port Security Grant Program funds, from the Federal Emergency Management Agency (FEMA), in the amount of \$807,285 for the term of September 1, 2013, through August 31, 2015, and any extension of the performance period granted by FEMA;
2. Authorize the Los Angeles Fire Department (LAFD) to expend up to the remaining balance amount of \$395,502 in accordance with the grant award agreement, of which up to \$263,602 will be spent from various salary accounts to cover backfill and overtime costs; and up to \$131,900 for equipment to be 75-percent reimbursed by this grant;
3. Authorize the LAFD to deposit FY2013 PSGP grant advances and/or reimbursements into Fund 335, Department 38, Revenue Source Code 3811 (Reimb From Other Agencies), as

grant funds are received, and therefrom appropriate the same amount to Fund 335, Department 38, Account 38907K (2013 Port Security Grant);

4. Authorize the Controller to transfer appropriations from Fund 335, Department 38, Account 38907K (2013 Port Security Grant), to Fund 100, Department 38, Account 001012 (Salaries, Sworn), Account 001093 (Overtime, Constant Staffing), and Account 001098 (Overtime, Variable Staffing), to reimburse the LAFD based on the LAFD's submissions to the Office of the City Administrative Officer (CAO) documenting actual costs incurred as part of the FY2013 PSGP, through the end of the grant term of August 31, 2015, and any extension of the performance period granted by FEMA, in FY2015-16;
5. Authorize the Controller to transfer up to \$131,900 from Fund 100, Department 38, Account 001012 (Salaries, Sworn), to Fund 335, Department 38, Account 38907K (2013 Port Security Grant), to front-fund the purchase of equipment items;
6. Authorize the Controller to transfer the uncommitted balance of advanced funds, as referenced in Recommendation No. 5, as of April 1, 2016, from Fund 335, Department 38, Account 38907K (2013 Port Security Grant), to Fund 100, Department 38, Account 001012 (Salaries, Sworn); and,
7. Authorize the LAFD to prepare Controller's instructions for any technical adjustments, subject to the approval of the CAO, and authorize and instruct the Controller to implement the instructions.

#### **FISCAL IMPACT STATEMENT**

Approval of the recommendations within this report will allow for the continued expenditures of the remaining Fiscal Year 2013 Port Security Grant Program (FY2013 PSGP). There is a 25-percent cost share requirement for this grant and 75-percent of the total expenditures will be reimbursed by the Federal Emergency Management Agency to the Los Angeles Fire Department (LAFD). This is a reimbursement grant and all funds will be advanced by the LAFD from within its 2015-16 General Fund budget. The Department has sufficient funds to advance the grant funds and cover the cost share requirement. These actions are in compliance with the City's Financial Policies in that eligible program costs are reimbursed by the grant to support the grant activities.