

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: February 10, 2023

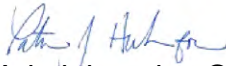
CAO File No. 0130-02089-0005

Council File No. --

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer



Reference: Transmittal from the Board of Fire Commissioners dated September 29, 2022

Subject: **ACCEPTANCE OF THE FISCAL YEAR 2021 LISTOS CALIFORNIA CERT SUPPORT GRANT PROGRAM – LOS ANGELES FIRE DEPARTMENT**

RECOMMENDATIONS

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

1. Authorize the Fire Chief, or designee, to:
 - a. Accept funds up to the amount of \$15,000 in accordance with the Fiscal Year 2021 Listos California CERT Support Grant Program award, from the California Office of Emergency Services (Cal OES), for the performance period of June 1, 2022 to December 31, 2023, and any extension of the performance period granted by Cal OES;
 - b. Expend up to \$4,000 from the Los Angeles Fire Department (LAFD) General Fund No. 100, Department No. 38, Account 006020 Operating Supplies, for a laptop and trailer maintenance and up to \$11,000 from General Fund No. 100, Department No. 38, Account 003040 Contractual Services, for language translation services, for the performance period of June 1, 2022 to December 31, 2023, and any extension of the performance period granted by Cal OES;
 - c. Execute a contract with a vendor to provide translation services for the current CERT curriculum in an amount not to exceed \$11,000;
 - d. Deposit FY 2021 Listos California CERT support grant Program reimbursement grant funds into Fund 335, Department 38, account to be determined.
2. Authorize the Controller to:
 - a. Transfer reimbursement grant funds Fund 335, Department 38, account to be determined, to the Los Angeles Fire Department (LAFD) General Fund No. 100,

Department No. 38, Account 006020 Operating Supplies, for a laptop and trailer maintenance, and up to \$11,000 from General Fund No. 100, Department No. 38, Account 003040 Contractual Services, for translation services, upon submission of proper documentation, subject to the review and approval of the City Administrative Officer; and,

3. Authorize the LAFD to prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

SUMMARY

The Los Angeles Fire Department (LAFD) requests authority to accept funds up to the amount of \$15,000 in accordance with the Fiscal Year 2021 Listos California CERT Support Grant Program award (FY21 LC), from the California Office of Emergency Services (CAL OES), to support the LAFD Community Emergency Response Team (CERT) training. The performance period is from June 1, 2022 to December 31, 2023. No matching funds are required for this grant.

On June 7, 2022, the LAFD received notification of an award of funds from the Cal OES for CERT training expenses. The purpose of the FY21 LC award is to provide funding to new and existing CERT programs in order to support projects that help prepare vulnerable and underserved populations. The LAFD will utilize the funds to provide training and curriculum language translation services, acquire printed training materials, purchase a laptop computer, and cover CERT equipment trailer maintenance costs. The LAFD will be required to front-fund the grant related expenditures. Reimbursements will be made on an ongoing basis and upon submission of proof of actual expenditures.

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will allow for the acceptance of the Fiscal Year 2021 Listos California CERT Support Grant Program award in the amount of \$15,000 for training related program costs. The LAFD will front-fund costs in the amount of \$15,000 and seek full reimbursement from the Cal OES. No matching funds are required for this grant.

FINANCIAL POLICIES STATEMENT

These actions are in compliance with the City's Financial Policies in that all grant funds will be utilized to fund grant activities.