

**Council Meeting: November 20, 2012**

SUBJECT: Approval of Budget Modification No. 21 to Appropriate \$79,470 of Department of Homeland Security, State Homeland Security Grant Program Funds for Personal Protective Equipment

BACKGROUND

The Department of Public Safety (DPS) participates annually in the State Homeland Security Grant Program (SHSGP) which provides funding from the U. S. Department of Homeland Security (DHS) to Santa Clara County as one of its designated operational areas. These grants are used to address the operational area's identified needs for responding to acts of terrorism or catastrophic events. Funded activities include planning, organization, equipment, training, and field exercises.

Grant guidelines require each operational area to appoint an Anti-Terrorism Approval Body (known as the Approval Authority). This body makes the final determination on the operational area's allocation of SHSGP grant funds. The Approval Authority consists of the County Sheriff, County Public Health Officer or designee responsible for Emergency Medical Services, County Fire Chief or Chief Fire Authority, a Municipal Fire Chief, and a Chief of Police. The Santa Clara County Fire Chief's Association selects the municipal fire chief representative, and the Santa Clara County Police Chief's Association selects the chief of police representative. The Approval Authority is assisted by the Santa Clara County Homeland Security Training & Exercise Grant Program Advisory Group (known as the Advisory Group). This group administers and allocates the training and field exercise grants. DPS annually submits requests for training, equipment, and field exercises. All requests are considered within the context of the operational area's assessed needs.

On November 1, 2012, the Approval Authority and Advisory Group approved a total of \$79,470 to DPS from the Federal Fiscal Year 2010 (FFY 2010) equipment allocation. These funds will be used to purchase canisters for all gas masks issued to DPS personnel [\$24,470] and a radio system for the Mobile Command Vehicle (MCV) [\$55,000]. The MCV was purchased with FFY 2009 SHSGP grant funds as a county asset. The addition of the radio will allow for interoperable communication between the other MCVs deployed in Santa Clara County and the Bay Area.

GRANTING AGENCY

U.S. Department of Homeland Security (DHS) via the Santa Clara County Anti-Terrorism Approval Body. The grant is administered by the Santa Clara County Office of Emergency Services.

EXISTING POLICY

Council Policy 7.1.5 Donations, Contributions and Sponsorships:

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant. For grants under the amount of \$5,000 that do not have any external reporting requirements or any local match requirement, Council approval of a budget modification is not required. The City Manager is authorized to accept and administratively appropriate the grant funds.

This grant does not meet all of the criteria to be administratively appropriated by the City Manager; therefore a budget modification is required. Grant funds from DHS have external reporting requirements and fall under the federal single audit guidelines.

Sunnyvale General Plan

Policy SN -1.5 Promote a living and working environment safe from exposure to hazardous materials. (Previously Safety Policy A3)

Policy SN -1.6 Operate a response system that will provide effective control and investigation of hazardous materials emergencies. (Previously Fire Services Policy 4.2B.2)

Policy SN-1.6a Provide a specially trained and equipped response team capable of mitigating emergencies resulting from hazardous materials leaks, spills, and discharges and conduct related inspections and permit activities. (Previously Fire Services Action Statement 4.2B.2a)

Goal SN-3 – Safe and Secure City: Ensure a safe and secure environment for people and property in the community by providing effective public safety response and prevention and education services (Previously Law Enforcement Goal 4.1A and 4.1B)

Goal SN-6 – Effective Emergency Response Capability: Provide effective response capability for emergency medical events and other non-fire incidents that may directly endanger the lives, property, and well-being of the community. (Previously Fire Services Goal 4.2B)

DISCUSSION

On November 1, 2012, the Santa Clara County Approval Authority and Advisory Group finalized the FFY 2010 SHSGP grant awards for equipment. DPS was approved for \$79,470 in these grant funds for reimbursable expenditures which will occur in FY 2012/2013. As per grant guidelines, the funds will cover the cost of purchasing canisters for gas masks [\$24,470] and a radio system for the MCV [\$55,000].

FISCAL IMPACT

The Strategic Services Division in the Department of Public Safety will be responsible for managing the grant. Expenditures for SHSGP approved equipment purchases are reimbursable up to a cumulative total of the \$79,470 appropriation. Maintenance costs for the gas mask replacement canisters are expected to be minimal and can be absorbed within the existing DPS operating budget. Maintenance costs for the MCV radio system will be funded through either grant funds (SHSGP, EMPG, etc.) or through funding dedicated to front-line law enforcement and emergency response such as Supplemental Law Enforcement Services (SLES) or Asset Forfeiture funds. The source will depend on availability. When the equipment becomes obsolete or surpasses its useful life, grant funds will be sought for its replacement. This equipment will not be placed on DPS' equipment replacement schedule.

Required Local Match

NONE

Increased Cost To City Upon Grant Termination

NONE

Budget Modification No. 21 has been prepared to appropriate \$79,470 of Department of Homeland Security, State Homeland Security Grant Program funds to two new projects, Gas Mask Canister Replacement (FFY 2010 SHSGP) and Mobile Command Vehicle Radio System (FFY 2010 SHSGP).

**Budget Modification No. 21
FY 2012/2013**

	Current	Increase/ (Decrease)	Revised
General Fund			
<u>Revenues</u>			
0965-03 Homeland Security Grants – Equipment	\$0	\$79,470	\$79,470
<u>Expenditures</u>			
New Project – Gas Mask Canister Replacement (FFY 2010 SHSGP)	\$0	\$24,470	\$24,470
New Project – Mobile Command Vehicle Radio System (FFY 2010 SHSGP)	\$0	\$55,000	\$55,000

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center, and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk, and on the City's web site.

ALTERNATIVES

1. Approve Budget Modification No. 21 to appropriate \$79,470 of Department of Homeland Security, State Homeland Security Grant Program funds to two new projects, Gas Mask Canister Replacement (FFY 2010 SHSGP) and Mobile Command Vehicle Radio System (FFY 2010 SHSGP).
2. Do not approve Budget Modification No. 21 to appropriate \$79,470 of Department of Homeland Security, State Homeland Security Grant Program funds to two new projects, Gas Mask Canister Replacement (FFY 2010 SHSGP) and Mobile Command Vehicle Radio System (FFY 2010 SHSGP).

RECOMMENDATION

Staff recommends Alternative 1: Approve Budget Modification No. 21 to appropriate \$79,470 of Department of Homeland Security, State Homeland Security Grant Program funds to two new projects, Gas Mask Canister Replacement (FFY 2010 SHSGP) and Mobile Command Vehicle Radio System (FFY 2010 SHSGP).

Reviewed by:

Frank J. Grgurina, Chief of Public Safety
Prepared by: Ann Durkes, Manager

Reviewed by:

Grace Leung, Director of Finance

Approved by:

Gary M. Luebbers
City Manager