



**BOARD OF SUPERVISORS  
AGENDA LETTER**


**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**

**Submitted on:**  
(COB Stamp)

**Department Name:** FIRE  
**Department No.:** 031  
**Agenda Date:** July 15, 2025  
**Placement:** Administrative Agenda  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director(s): Mark Hartwig, Fire Chief/Fire Warden   
Contact: Kelly Hubbard  
**SUBJECT:** Updates to the Delegation of Authority to Office of Emergency Management to execute Memorandum of Agreement for the Activation of ReadySBC Alerts and Access and Use of Emergency Zone Mapping Solution

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Office of Emergency Management (OEM) Director or designee to execute an updated Memorandum of Agreement (MOA, Attachment A) in a form substantially similar to the agreement attached hereto with all agencies and County departments who are or will use OEM's instance of Genasys EVAC or utilize the County's support of emergency alerts, subject to review and concurrence of County Counsel and County Risk; and
- b) Determine that the activity is not a "project" subject to California Environmental Quality Act (CEQA) review per CEQA guideline section 15378(b)(4), since the activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

This item is being returned to the Board to request approval for the updated Memorandum of Agreement (MOA) language related to the countywide implementation of the Genasys EVAC emergency alert and evacuation software after several participating agencies requested to remove

the requirement for individual user agreements. This update to the MOA will require all participating agencies to work through their own approval processes, pushing the launch date to mid-August 2025.

**Discussion:**

**Memorandum of Agreement**

The purpose of the revised Memorandum of Agreement (MOA) is to clearly outline the roles and responsibilities of all parties, the system's capabilities, usage requirements and restrictions, product limitations, future cost considerations, indemnification, and other administrative provisions. Following the initial rollout, several participating agencies requested that the requirement for individual user agreements be removed. In response, OEM worked with County Counsel and Risk to remove references to the User Agreement and to incorporate key user agreement language directly into the MOA. These changes eliminate the need for separate individual user agreements while still addressing system security and liability considerations within the MOA. Staff have provided the MOA with tracked changes, as well as a clean draft final version.

**Delegation of Authority**

Concurrently with this Board's actions, all participating agencies are working through their own legal and approval processes to support the completion of these MOAs by the first week of August. Staff is asking for the Board to reapprove authorizing the OEM Director or designee to approve and execute the attached Memorandum of Agreement (Attachment A) in a form substantially similar to the agreement attached hereto, subject to review and concurrence of County Counsel and County Risk, with all agencies and County departments who are or will use the OEM's instance of Genasys EVAC or utilize the County's support of emergency alerts.

**Background:**

In June 2024 the Board of Supervisors approved a contract with Genasys, Inc. for emergency zone mapping software-as-a-service (SaaS) solution called Genasys EVAC for use by all public safety agencies within the County.

On June 3, 2025, the Board of Supervisors approved and authorized the Office of Emergency Management (OEM) Director or designee to execute the original version of the Memorandum of Agreement (MOA) with the public safety agencies in Santa Barbara County.

**Fiscal and Facilities Impacts:**

This MOA has no current fiscal or facility impact. However, this software product is currently funded by the Homeland Security Grant Program (HSGP) through fiscal year 2027-28. Should FEMA retract current funding or if future years of funding cannot be identified, OEM will develop potential funding options to bring back to the Board for direction. Those options will include various alternative funding paths. The MOA has terms and conditions for the cancellation of this software product, should future funding not be secured.

**Staffing Impacts:**

As technology for emergency management continues to develop in its capabilities, it also continues to become more complex, requiring staff specialization for management of those products. Currently this project is being managed by 1 FTE that is funded through an ARPA associated General Fund

transfer. The position is funded through fiscal year 27/28 to manage this system and other software products that OEM utilizes. Per the agreement, participating agencies have responsibility to manage their own data, track user accounts and agreements, and provide training as needed moving forward. OEM expects participating agencies will need support for these efforts. Currently, no funding has been identified for this OEM position past fiscal year 27/28. It is expected that management of Genasys and Everbridge will be at minimum 26 hours per week to maintain GIS layers, contact data, policies, SOPs, training for both systems, coordination of system updates and contracts, state and federal coordination, as well as any changes in best practices and lessons learned moving forward. If new funding is not identified for this position, these responsibilities would need to be transferred to another OEM FTE and other projects will need to be re-prioritized or cancelled.

**Special Instructions:**

Direct the Clerk of the Board to send an e-copy of the minute order of these actions to Kendall Johnston at [kejohnston@countyofsb.org](mailto:kejohnston@countyofsb.org).

**Attachments:**

**Attachment A** – Memorandum of Agreement Between Santa Barbara County Office of Emergency Management And [Jurisdiction/Agency Name] Regarding Activation of The ReadySBC Alerts System and Access to and Use of Emergency Zone Mapping Solution, updated as of 7/1/2025.

**Attachment B** – With Track Changes - Memorandum of Agreement Between Santa Barbara County Office of Emergency Management And [Jurisdiction/Agency Name] Regarding Activation of The ReadySBC Alerts System and Access to and Use of Emergency Zone Mapping Solution, updated as of 7/1/2025.

**Contact Information:**

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