



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

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

Department Name: Public Health Dept.
Department No.: 041
For Agenda Of: November 4, 2014
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors

FROM: Department Takashi Wada, MD, MPH, Director, Public Health Department
Director(s)
Contact Info: Lawrence D. Fay, Jr. 346-8463
Director Environmental Health Services

SUBJECT: Acceptance of Federal Sub-Grant Award for Hazardous Materials Emergency Preparedness (HMEP) Planning

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors consider the following recommendations regarding a Hazardous Material Emergency Preparedness (HMEP) Planning Grant as follows:

- a) Approve and authorize the Director of Environmental Health Services to accept the attached federally-funded sub-grant (HMEP Grant Award Face Sheet) through the California Governor's Office of Emergency Services for the period October 15, 2014 through September 15, 2015 in the amount of \$20,000 for Hazardous Materials Emergency Preparedness (HMEP) Planning.
- b) Approve the attached Budget Revision Request (BJE 0003687) reflecting \$20,000 of unanticipated revenue from the Office of Emergency Services and increasing Services and Supplies in the County's financial system.
- c) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guideline Section 15378(b)(4), since the recommended actions are government fiscal activities which do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file the attached Notice of CEQA Exemption.

Summary Text:

This item is on the agenda for approval to accept a grant in the amount of \$20,000 for the Environmental Health Services' Certified Unified Program Agency (CUPA). The CUPA will use the grant to update

and implement the Santa Barbara County Hazardous Materials Emergency Response Area Plan (Area Plan). By implementing the updated Area Plan, the CUPA will increase its capability to effectively respond to a hazardous materials spill or incident in the County in coordination with other local, state, and federal agencies. The CUPA will be matching this grant with \$5,000 of staff time for a total project amount of \$25,000. Project is estimated to be complete by September 15, 2015.

Background:

The Santa Barbara County CUPA is mandated by the California Health and Safety Code, Section 25503(d)(2) to update its Hazardous Materials Emergency Response Area Plan (Area Plan) every three years. The Area Plan was last updated on January 23, 2012, before the 2013 transfer of the County's CUPA from the Fire Department to the Public Health Department's Environmental Health Services (EHS). The next update is due in January 2015.

The CUPA transfer from the Fire Department to EHS resulted in many changed relationships within County agencies which require updates to the Area Plan. Additional changes, such as County Fire's 2014 Type II designation, also need to be included in the Area Plan.

Cal OES is the state pass-through agency for Federal Hazardous Materials Emergency Preparedness (HMEP) Grant funds, and makes a minimum of 75% of the Planning Award available to eligible applicants within the Local Emergency Planning Committee (LEPC) Regions through this sub-grant process. Santa Barbara County is within LEPC Region I, which includes the southern and coastal counties.

Approval of these Recommendations will enable EHS to begin effectively implementing a complete and up-to-date area plan. EHS's current personnel and monetary resources make preparation of an update impossible without the assistance of this HMEP grant funding. Grant funds will be used to subcontract with a consultant to prepare the Area Plan, with assistance from existing CUPA staff. The Area Plan update will enable EHS to maintain compliance with the applicable Area Plan requirements set forth at Chapter 6.95 of the California Health & Safety Code.

Other necessary updates to the Area Plan include:

- Administrative procedures, such as: agency coordination and agreements; pre-planning; cost recovery; reporting and notification; and organizational charts.
- Integration of information from Hazardous Materials Business Plans to Fire Departments, including new California Electronic Reporting System (CERS) requirements which have a significant impact on information flow.
- Personnel training, recordkeeping and drills concerning hazardous materials response.
- Description of Regional Hazardous Materials Team capabilities and equipment.
- A listing of target hazardous facilities, including map locations and facility descriptions.
- Transportation routes for hazardous materials from high hazard facilities in the event of an emergency response, and feasible alternative routes.
- Evaluation of the pesticide drift protocols to determine if any changes are needed based on responses.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

The State Office of Emergency Services grant of \$20,000 will allow Environmental Health Certified Unified Program Agency to contract with a consultant to update the area Hazardous Materials Emergency Preparedness Plan. Budget Revision 0003687 will increase the Professional Services account in the county's financial system prior to executing a consultant contract. The grant requires a \$5,000 match which will be accomplished through existing staff. Staff will: Coordinate updates with other county and cities agencies; review project documents; evaluate compliance with grant guidelines, and ensure project objectives are completed timely.

No additional staff or facilities are required with accepting the grant.

Staffing Impacts:

Legal Positions:

FTEs:

Special Instructions:

Return one electronic Minute Order to: PHDCU@sbcpd.org.

Attachments:

HMEP Grant Award Face Sheet

HMEP Grant Guidelines

HMEP Standard Terms & Conditions

Notice of CEQA Exemption

Budget Revision Request BJE 0003687

Authored by:

Erin O'Connell, Environmental Health Services, Hazardous Materials Supervisor