



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
Department No.: 041
For Agenda Of: June 23, 2015
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, Public Health Director
Director(s) Public Health Department
Contact Info: Lawrence Fay, Jr.
346-8463

SUBJECT: Hazardous Materials Trust Fund Grants

County Counsel Concurrence

As to form: Yes

Other Concurrence: General Services

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors considers the following recommendations:

- a) Approve and authorize the Director of the Public Health Department to execute the attached grant agreement that enables the County to accept the CUPA Forum Environmental Protection Trust Fund grant in the amount of \$27,110 for the purchase of an inspection vehicle (truck) and related equipment for the Hazardous Materials (HazMat) Program.
- b) Approve and authorize the Director of the Public Health Department to execute the attached grant agreement that enables the County to accept the CUPA Forum Environmental Protection Trust Fund grant in the amount of \$12,400 for the purchase of five (5) tablet computers and related accessories for the HazMat Program.
- c) Approve budget revision request No. 0003991 to establish appropriations of \$39,510 in the Public Health Department's Hazardous Materials General Fund and to transfer appropriations of \$27,110 to General Services Vehicle Operations Fund.
- d) Authorize the General Services Department to initiate a bid process for the purchase of the truck and related equipment in the amount of \$27,110 to the Public Health Department's HazMat Program fleet.

- e) 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.

Summary Text:

The Certified Unified Program Agency (CUPA) Forum Board provides grant opportunities for programs that provide HazMat program services for response and mitigation of hazardous materials incidents and releases. The Santa Barbara County CUPA program was awarded two grants: 1) for the purchase of an inspection and emergency response assistance truck at an estimated value of \$27,110; and 2) for the purchase of five tablet computers at an estimated value of \$12,400.

Background:

CUPA's primary role is to provide inspection and permitting services to County businesses that use hazardous materials or generate hazardous waste. The CUPA responds to incidents involving hazmat releases, illegal disposal cases, and abandonment of hazardous materials and waste. CUPA staff also provides technical reference services to emergency responders and in emergency incidents the CUPA staff assists Santa Barbara County Fire and various city fire departments.

When the HazMat program was transferred from Santa Barbara County Fire Department to the Public Health Department (PHD) in July of 2013, CUPA staff members lost access to the large emergency vehicles and other appropriate work vehicles within the County Fire Department. To remedy the situation, CUPA applied for, and was awarded a grant for its first emergency vehicle. That vehicle was accepted by your Board on September 16, 2014.

In March 2015, the CUPA program applied for and has been awarded funds for the purchase of a second vehicle from the CUPA Forum Environmental Protection Trust Fund (CUPA Forum). This truck is a much smaller light duty truck to be more multi-functional and serve as a regular inspection vehicle as well as an emergency response assistance truck. The addition of the truck will benefit the CUPA program and enhance the hazardous materials response program by allowing staff to store and transport environmental monitoring equipment, personal protective equipment and field supplies, as well as providing the ability to perform onsite chemical hazard identification and data analysis. Two main reasons this request was made include: 1) the County's unique geography requires CUPA to be split between North and South County; and 2) existing passenger vehicles are inadequate for transporting inspection and sampling equipment and emergency response.

In addition to the vehicle grant application, the CUPA program also applied for, and has been awarded funds for the purchase of five (5) Microsoft tablet computers. Tablet computers greatly benefit CUPA staff engaged in the inspection and/or on-site support of regulated businesses. More tablets are needed for: 1) administrative personnel who are now conducting on-site outreach to regulated businesses and assisting with the California Environmental Reporting System (CERS) submittals at the facility using tablet computers; and 2) new positions due to newly permitted businesses.

The department will abide by each grant's requirements including the submission of reports and invoicing.

Fiscal and Facilities Impacts:

Budgeted: No **Fiscal Analysis:**

Approving the acceptance of the CUPA Forum Environmental Protection Trust fund grants of \$39,510, for the truck (\$27,110) and computer tablets (\$12,400), does not affect mandates or service levels. Approving the budget revision will establish appropriations in the Public Health Department's Hazardous Materials budget of \$39,510 and transfer appropriations of \$27,110 between the Public Health Department and General Services in the Vehicle Operations Fund for the truck. The balance of \$12,400 will remain in the Public Health department budget in the Services and Supplies object level for the computer tablets.

This budget revision request will establish the budget in FY 15-16.

The estimated annual on-going cost of \$11,000 will be funded by existing fees: The monthly fleet billing of (\$7,300) and the monthly network and MiFi tablet charges of (\$3,700). Acceptance of this grant will not increase the General Fund contribution to the program.

Staffing Impacts:

Legal Positions:
N/A

FTEs:
N/A

Special Instructions:

Please send an electronic copy of the Minute Order to the PHD Contracts Unit at: PHDCU@sbcpd.org.

Attachments:

1. CUPA Forum Grant Trust Fund Agreement #2015-4 (Truck)
2. CUPA Forum Grant Trust Fund Agreement #2015-3 (Computers)
3. CUPA Forum Grant Trust Fund Notice of Exemption
4. Budget Revision Request Number 0003991

Authored by: Lawrence Fay, Jr., Director of Environmental Health Services