



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:** CEO  
**Department No.:** 012  
**For Agenda Of:** December 14, 2021  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors

**FROM:** Department           Mona Miyasato, County Executive Officer  
Director(s)  
Contact Info:           Kelly Hubbard, Director of Emergency Management

**SUBJECT:**    **FY2021 Homeland Security Grant Program (HSGP) Authorization**

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board Supervisors:

- a) Approve, ratify, and authorize the County Executive Officer (CEO) to accept \$555,589 in Fiscal Year (FY) 2021 Homeland Security Grant Program (HSGP) federal grant funds (Subaward #2021-0081), as distributed through the California Governor's Office of Emergency Services (Cal OES) with a period of performance from September 1, 2021 to May 31, 2024; and
- b) Adopt a resolution (Attachment A) to appoint the County Executive Officer (CEO), the Director of Office of Emergency Management (OEM), and the Business Manager (CEO) to act as Authorized Agents to apply and submit a grant application, execute all required grant application documents (including assurances and certifications), and take any actions necessary for each application and subaward under the Homeland Security Grant Program (HSGP) with Cal OES to provide grant funding on behalf of the Santa Barbara Operational Area for the grant Fiscal Year 2021. The resolution directs the Authorized Agents to, if applicable, make necessary budget revisions, and delegates authority to execute grant agreements with the State and execute subrecipient agreements with Operational Area subrecipients upon concurrence by the Auditor-Controller, Risk Management, and County Counsel; and
- c) Approve the attached Subrecipient Agreement template (Attachment B) that will be used to make grant subawards to Santa Barbara Operational Area subrecipients; and

- d) Approve Budget Revision Request #0008042 (Attachment C) to increase appropriations in the amount of \$555,589 in the County Executive Office General Fund for Services and Supplies funded by Homeland Security Grant Program (HSGP) revenue from the California Office of Emergency Services; and
- e) Determine that the proposed action is related to the creation of a government funding mechanism and other fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline section 15378(b)(4).

**Summary Text:**

This item is to approve, ratify, and authorize the County Executive Officer (CEO) to accept the FY 2021 Homeland Security Grant Program (HSGP) federal grant funds, with a period of performance from September 1, 2021 to May 31, 2024; adopt a resolution to appoint the County Executive Officer (CEO), the Director of Office of Emergency Management (OEM), and the Business Manager (CEO) to act as Authorized Agents to execute any actions necessary for each application and subaward under the HSGP with Cal OES to provide grant funding on behalf of the Santa Barbara Operational Area for the grant Fiscal Year 2021; and approve the Subrecipient template used to make grant subawards to the Santa Barbara Operational Area subrecipients.

The 2021 HSGP proposed projects have been previously approved by Cal OES and the Approval Authority. The Santa Barbara County HSGP Approval Authority is composed of the County Fire Chief, County Sheriff, Municipal Police Chief Representative, Municipal Fire Chief Representative, and County Public Health Department Director, and governs disbursement of HSGP funds.

The Subrecipient Agreement process was established beginning with grant FY 2019. Subrecipient Agreements are established for each grant cycle based on the approved projects for each awarded jurisdiction. Subrecipient Agreements allow each jurisdiction to purchase and coordinate the unique equipment, training, organization, exercise and planning needs of their approved project directly, rather than Santa Barbara County OEM staff facilitating these processes without the direct knowledge or expertise needed for their project and needs. The subrecipients will be responsible for all aspects of the project, including purchasing, inventory, and maintaining Homeland Security Grant equipment while adhering to federal grant guidelines. The subrecipients will also need to comply with all federal and state standards for training, planning, and overall emergency management as they pertain to grant requirements.

Santa Barbara County OEM would still be responsible for ensuring subrecipient compliance, tracking of project completion, and overall grant application and reimbursement processes. This will continue to be a significant work effort for OEM, but should create efficiencies in project management. OEM receives some of this funding for administrative oversight of the grant and these processes.

**Background:**

The Santa Barbara County Operational Area consists of the County and all governmental subdivisions within the County, including the eight incorporated Cities, and numerous Special Districts. The Santa Barbara County Operational Area qualifies for a grant referred to as the Homeland Security Grant Program (HSGP).

This federal grant has assisted the Operational Area in the purchase of a variety of vital equipment for emergency response agencies. The proposed projects for the FY21 HSGP grant application include equipment for the use of fire helicopter fixed belly tank conversion, equipment for a 10w wattage AM Radio Station Network for the Operational Area, eDraulics Battery powered Rescue OES Equipment for Rescue Task Force 12, specialized cybersecurity software, and law enforcement protective personnel equipment. The proposed projects may undergo modifications per Cal OES and FEMA feedback throughout the period of performance of the grant. This board letter grants OEM authority to submit the grant application and make modifications to projects as needed to meet the grant requirements and be reimbursed by Cal OES.

The Homeland Security Grant Program (HSGP) is a continuing program that provides funding to the Santa Barbara County Operational Area for planning, equipment, training, exercise, and management and administrative purposes. The FY2021 HSGP is a continuation of annual funding that began with the FY1999 State Domestic Preparedness Equipment Program. The chart below shows funding since FY2017:

<b>Homeland Security Grant Program</b>	<b>Santa Barbara County Operational Area Funding Allocation</b>
FY2021	\$555,589
FY2020	\$541,337
FY2019	\$541,546
FY2018	\$524,847
FY2017	\$525,312

Cal OES requires Operational Areas throughout the State to act as lead agencies and as coordinators/facilitators of the Homeland Security Grant Program. The County is designated as the lead agency for the Santa Barbara County Operational Area for emergency planning and response. While the County is not mandated to obtain all available grant funding, it is advisable to take advantage of the funding provided through this grant program.

**Fiscal Analysis:**

This resolution and Board authorization allow the Santa Barbara County Office of Emergency Management to apply for and file reimbursement claims under the Homeland Security Grant Program.

**Budgeted:** No.

The attached Budget Revision Request will increase appropriations in the amount of \$555,589 in the County Executive Office General Fund for Services and Supplies funded by Homeland Security Grant Program (HSGP) revenue from the California Office of Emergency Services.

**Special Instructions:**

Upon BOS approval, please direct the Clerk of the Board to provide copies of the executed Resolution and the minute order to the Office of Emergency Management; attention Sonia Thompson.

**Attachments:**

Attachment A: Resolution and Addendum  
Attachment B: Subrecipient template  
Attachment C: Budget Revision Request No.: 0008042  
Attachment D: Notification of Subrecipient Subaward Approval Letter from Cal OES

**Authored by:**

Kelly Hubbard, Director Office of Emergency Management, (805) 681-5526