

**Santa Barbara County, California**  
**Resolution of the Santa Barbara County**  
**Board of Supervisors**

<b>A RESOLUTION IN THE MATTER OF DESIGNATING THOSE AUTHORIZED TO SEEK FINANCIAL ASSISTANCE UNDER THE HOMELAND SECURITY GRANT PROGRAM AND TO DELEGATE AUTHORITY TO ENTER GRANT AGREEMENTS</b>	<b>Resolution No.</b> _____
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**WHEREAS**, the United States Department of Homeland Security / FEMA, Homeland Security Grant Program (HSGP) provides financial assistance; and

**WHEREAS**, the Santa Barbara County Office of Emergency Management coordinates grant funds to enhance emergency management agency capabilities, and the capabilities of first responders; and

**WHEREAS**, the Homeland Security Grant Program is administered through the California Governor’s Office of Emergency Services; and

**WHEREAS**, the HSGP requires that jurisdictions through a Resolution to appoint Authorized Agents who are identified by a position title to act on behalf of the governing body and the Applicant (County) by executing any actions necessary for each application and subaward; and

**WHEREAS**, the County as an Applicant is required to submit a copy of an approved Resolution with the grant application; and

**WHEREAS**, the Santa Barbara County Board of Supervisors desires to appoint Authorized Agents and authorize such Authorized Agents to take the actions described herein for grant FY 2024; and

**WHEREAS**, the Santa Barbara County Board of Supervisors desires to direct Authorized Agents to adhere to all necessary elements required by local protocols and rules including but not limited to making necessary budget revisions; and

**WHEREAS**, to ensure adequate safeguards the Board of Supervisors desires that Authorized Agents receive Auditor-Controller, Risk Management, and County Counsel concurrence prior to executing grant agreements or memorandum of understanding with the State.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the positions listed below are appointed Authorized Agents to act as described herein for and on behalf of Santa Barbara County, a public entity established under the laws of the State of California:

- County Executive Officer
- Director of Emergency Management, Office of Emergency Management
- Fire Chief, Fire Department
- Chief Financial Officer, Fire Department

(See attached addendum with the name and contact information of each person holding the positions listed above.)

**BE IT FURTHER RESOLVED**, the Authorized Agents are hereby authorized to execute any actions necessary for each application and subaward under the HSGP program for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the State of California; and

**BE IT FURTHER RESOLVED**, that the above appointed Authorized Agents may take the actions described herein for grant Fiscal Year 2024, for HSGP subawards, unless otherwise directed by the Board; and

**BE IT FURTHER RESOLVED**, that the appointed Authorized Agents are directed to adhere to all necessary elements required by local protocols and rules including but not limited, making necessary budget revisions; and

**BE IT FURTHER RESOLVED**, to ensure adequate safeguards the appointed Authorized Agents are directed to receive Auditor-Controller, Risk Management, and County Counsel concurrence prior to executing grant agreements or memoranda of understanding with the State.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of Santa Barbara, State of California, this 7th day of January 2025, by the following vote (majority vote required):

*[This area intentionally left blank. Signatures on following page.]*

AYES:

NOES:

ABSENT:

ABSTAIN:

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LAURA CAPPS, CHAIR  
BOARD OF SUPERVISORS

ATTEST:  
MONA MIYASATO  
CLERK OF THE BOARD

APPROVED AS TO FORM:  
RACHEL VAN MULLEM  
COUNTY COUNSEL

By: \_\_\_\_\_  
Deputy

Signed by:  
By: Tyler Sprague  
Deputy County Counsel

APPROVED AS TO FORM:  
GREG MILLIGAN, ARM  
RISK MANAGEMENT

APPROVED AS TO ACCOUNTING FORM:  
BETSY M. SCHAFER, CPA  
AUDITOR-CONTROLLER

DocuSigned by:  
By: Gregory Milligan  
Risk Manager

DocuSigned by:  
By: Betsy M. Schaffer  
Deputy Auditor Controller



**COUNTY OF SANTA BARBARA  
OFFICE OF EMERGENCY MANAGEMENT**

4408 Cathedral Oaks Road  
Santa Barbara, CA 93110  
805-681-5526 – office 805-681-5592 – fax

**Kelly Hubbard**  
Director  
Office of Emergency  
Management

**ADDENDUM TO THE GOVERNING BODY RESOLUTION**

**The Governing Body Resolution allows for the appointment of individuals or positions.  
For each person or position appointed by the governing body, submit the following information,  
with the resolution, to Cal OES on the applicant's letterhead:**

Name: **Mona Miyasato**

Telephone: (805)568-3400

Title: County Executive Officer

E-Mail: [ceo@co.santa-barbara.ca.us](mailto:ceo@co.santa-barbara.ca.us)

Address: 105 E Anapamu St. Rm. 406

City: Santa Barbara

Zip Code: 93101

Name: **Kelly Hubbard**

Telephone: (805)681-5526

Title: Director of Emergency Management

E-Mail: [khubbard@countyofsb.org](mailto:khubbard@countyofsb.org)

Address: 4408 Cathedral Oaks Rd.

City: Santa Barbara

Zip Code: 93110

Name: **Mark Hartwig**

Telephone: (805)681-5507

Title: Fire Chief/Fire Warden

Email: [mhartwig@countyofsb.org](mailto:mhartwig@countyofsb.org)

Address: 4410 Cathedral Oaks Road

City: Santa Barbara

Zip Code: 93110

Name: **Jennie Brunick**

Telephone: (805)681-5506

Title: Chief Financial Officer

Email: [jbrunick@countyofsb.org](mailto:jbrunick@countyofsb.org)

Address: 4410 Cathedral Oaks Road

City: Santa Barbara

Zip Code: 93110