




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

Submitted on:
(COB Stamp)

Department Name: FIRE
Department No.: 031
Agenda Date: JANUARY 7, 2025
Placement: ADMINISTRATIVE
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5th

TO: Board of Supervisors
FROM: Department Director(s): Mark Hartwig, Fire Chief/Fire Warden 
Contact Info: Kelly Hubbard, Director, Office of Emergency Management, 805-681-5526
SUBJECT: Fiscal Year 2024 Homeland Security Grant Program (HSGP) Authorization

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 of Supervisors:

- a) Approve, ratify, and authorize the County Fire Department Office of Emergency Management to accept \$446,265 in Fiscal Year 2024 Homeland Security Grant Program (HSGP) federal grant funds as distributed through the California Governor's Office of Emergency Services (Cal OES) with a period of performance from September 1, 2024 to May 31, 2027; and
- b) Adopt a resolution (Attachment A) to appoint the County Executive Officer (CEO), the Director of Office of Emergency Management (OEM), County Fire Chief, and Fire Department Chief Financial Officer (CFO) 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 2024. 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) Determine that the proposed actions are 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 the Fire Department Office of Emergency Management's acceptance of Homeland Security Grant Program (HSGP) funds, with a period of performance from September 1, 2024 to May 31, 2027. Additionally, the resolution (Attachment A) appoints the County Executive Officer (CEO), Director of Office of Emergency Management (OEM), County Fire Chief, and Fire Department Chief Financial Officer (CFO) to act as Authorized Agents to execute any actions necessary for HSGP applications and subawards under the HSGP.

By regulation and grant guidance, 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 allocation of HSGP funds (collectively referred to as "Approval Authority"). While the Board is approving acceptance of the grant and delegating its management, it is the Approval Authority who identifies and approves the projects within each grant cycle. The Approval Authority meets quarterly throughout the year to receive and communicate status updates on grant projects and requirements.

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, trainings, plans and programs for emergency response agencies. Each year emergency response agencies propose projects to the Santa Barbara County HSGP Approval Authority. The OEM works with the HSGP Approval Authority to review projects to ensure they meet that year's federal priorities and requirements for the funding. Those projects selected by the Approval Authority are submitted to Cal OES for approval. Proposed projects may undergo modifications per Cal OES and FEMA feedback throughout the period of performance of the grant. This board letter grants the CEO, FIRE Department and OEM authority to submit the grant application, manage the grant program and make modifications to projects as needed to meet the grant requirements and be reimbursed by Cal OES.

The 2024 HSGP proposed projects listed below have been previously approved by Cal OES and the Approval Authority.

Subrecipient	Project	Allocation
City of Santa Barbara Police Department	Aluminum Push bumpers for marked police cars	\$48,476
County Sheriff	Open-source investigative software for intelligence gathering	\$61,132
County Sheriff	Security Cameras for Sheriff's Emergency Communications Center	\$32,518
County Sheriff	North County Office security camera system	\$40,074
OEM	Management & Administration	\$22,313
OEM	Vehicle for Emergency Management Operations	\$24,855
OEM	Evacuation Management Software	\$146,195
County IT	Multi-factor authorization tokens	\$22,320
County Elections	Asset tracking and inventory management software	\$22,000
City of Lompoc Fire Department	Subscription to Tablet Command	\$13,499
City of Santa Maria Fire Department	Digital cameras for fire investigations	\$3,795
City of Santa Maria Fire Department	CERT Program Training	\$9,088

The HSGP has been an ongoing funding source for Santa Barbara County Operational Area planning, equipment, training, exercise, and management and administration since 1999. The chart below shows funding since 2017:

Homeland Security Grant Program	Santa Barbara County Operational Area Funding Allocation
2024	\$446,265
2023	\$499,634
2022	\$499,634
2021	\$555,589
2020	\$541,337
2019	\$541,546
2018	\$524,847
2017	\$525,312

Operational Areas throughout the State act as lead agencies to coordinate and facilitate HSGP projects for Cal OES. The County is designated as the lead agency for the Santa Barbara County Operational Area for emergency planning and response.

Performance Measure: N/A

Contract Renewals and Performance Outcomes: N/A

Fiscal and Facilities Impacts:

Budgeted: Yes

The proposed projects under the FY2024 award that are anticipated to be completed before June 30, 2025 were included in the department's adopted budget for FY24/25. OEM will be able to file reimbursement claims for completed projects after the application has been submitted and approved by CalOES.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal	\$ 446,265.00		\$ 446,265.00
Fees			
Other:			
Total	\$ 446,265.00	\$ -	\$ 446,265.00

Narrative: Reimbursement of \$446,265 for approved HSGP projects.

Key Contract Risks: N/A

Staffing Impacts: N/A

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.

Attachments:

Attachment A – HSGP Authorized Agents Resolution

Attachment B – Santa Barbara 2024 HSGP Grant Allocation Letter

Attachment C – CalOES HSGP State Supplement

Authored by:

Kendall Johnston

kejohnston@countyofsb.org

cc: