

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



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

**Agenda Number:**  
**Prepared on:** 9/23/03  
**Department Name:** Fire / OES  
**Department No.:** 031  
**Agenda Date:** 10/14/03  
**Placement:** Administrative  
**Estimate Time:** 0  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors  
**FROM:** John Scherrei, Fire Chief  
Santa Barbara County Fire Department

**STAFF**  
**CONTACT:** Bruce Carter, Manager, Fire/OES, 681-5559

**SUBJECT:** Resolution for Authorization to Execute a Supplemental Grant Agreement for the Santa Barbara County Oil Spill Contingency Plan with the California Office of Spill Prevention and Response (OSPR).

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**Recommendation(s):**

That the Board of Supervisors:

Adopt the attached Resolution authorizing the Office of Emergency Services (OES) Manager to execute the attached Grant Agreement with the California Office of Spill Prevention and Response (OSPR) to revise the County's Oil Spill Contingency Plan and continued participation in the Area Contingency Planning (ACP) process as required by the terms of the Grant, period of January 1, 2004 to December 31, 2004, in the amount of \$5,000.

**Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 2. A Safe and Healthy Community in Which to Live, Work, and Visit.

**Executive Summary and Discussion:**

The Santa Barbara County Office of Emergency Services (OES) cooperates with OSPR and the U.S. Coast Guard to revise the ACP, participate in oil spill exercises and area contingency planning efforts to ensure consistency between Federal, State, and Local Contingency Plans. OSPR has made available to Santa Barbara County OES Grant funding of \$5,000 to continue this process for the calendar year 2004. (Please refer to the attached Grant, Exhibit A, Page 1, "Goals and Objectives/Purpose.")

The Board is required under these terms set forth by the OSPR to adopt a Resolution authorizing execution of the Grant Agreement.

**Mandates and Service Levels:**

No change in programs or service levels.

**Fiscal and Facilities Impacts:**

- This grant work is within the scope of the OES Work Plan.
- There will be no fiscal effects on other departments.
- No new or changed fees are proposed.
- Existing OES staff will provide project staffing to be reimbursed by the OSPR Grant. No new positions will be created.

**Special Instructions:**

Please return executed copies to the County Fire/Office of Emergency Services..

**Concurrence:**

Auditor - Controller  
County Counsel  
Risk Management

**Attachments:**

- (1) Exhibit A: Scope of Work – Area Planning
- (2) Exhibit B: Calendar year 2004 OSPR Budget
- (3) Proposed Resolution

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

**A RESOLUTION IN THE MATTER OF  
EXECUTION OF A SUPPLEMENTAL  
GRANT AGREEMENT FROM THE  
CALIFORNIA DEPT. OF FISH & GAME  
FOR CONTINUED PARTICIPATION  
IN THE AREA CONTINGENCY PLANNING  
PROCESS AND UPDATE OF THE  
COUNTY'S OIL SPILL CONTINGENCY  
PLAN ELEMENT FOR FEDERAL FISCAL  
YEAR 2004**

**Resolution No. \_\_\_\_\_**

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WHEREAS, the Santa Barbara County Fire Department – Office of Emergency Services is willing to enter into an agreement with the State of California to continue participation in the U.S. Coast Guard's and California Department of Fish & Game's (CDFG) Area Contingency Planning (ACP) and to revise Santa Barbara County's existing Oil Spill Contingency Plan Annex of the Hazardous Materials Emergency Response Area Plan to develop and incorporate changes generated via the USCG's and CDFG ACP Planning process; and

WHEREAS, the people of the State of California have enacted the Lempert-Keene-Seastrand Oil Spill Prevention and Response Act of 1990 which appropriates funds for grants to local governments to prepare oil spill contingency plan elements of area plans; and

WHEREAS, the DFG-OSPR has been delegated the responsibility for implementation of the grant program within the state, establishing necessary procedures governing application and selection of grant recipients under the program; and

WHEREAS, said procedures established by the CDFG require Santa Barbara County to certify by resolution the approval of the attached grant agreement, hereby incorporated by reference, before submission of said agreement to the state; and

WHEREAS, said agreement contains terms and conditions that Santa Barbara County must comply with; and

WHEREAS, the Santa Barbara County Board of Supervisors authorizes execution of the attached Grant Agreement with the CDFG for the update of an oil spill contingency plan element;

NOW, THEREFORE, BE IT RESOLVED, that the County of Santa Barbara Board of Supervisors by adoption of this resolution hereby requests that the CDFG accept the contract for

the year 2004 of which the contract period from January 1, 2004 to December 31, 2004 and to provide a grant for the purpose of continued participation in the ACP process and revising, as appropriate, the existing Oil Spill Contingency Plan Annex of the Hazardous Materials Emergency Response Area Plan not to exceed \$5,000; and

BE IT FURTHER RESOLVED that the County of Santa Barbara Board of Supervisors agrees to the terms and conditions set forth in the grant agreement and hereby authorizes the Manager of the Santa Barbara County Office of Emergency Services to execute the attached grant agreement and accept it for the purpose stated above.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this \_\_\_\_\_ day of \_\_\_\_\_, 2003, by the following vote (4/5 vote required):

AYES:

NOES:

ABSENT:

ABSTAIN:

COUNTY OF SANTA BARBARA

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Chair, Board of Supervisors

ATTEST:  
MICHAEL F. BROWN  
CLERK OF THE BOARD

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

APPROVED AS TO FORM  
STEPHEN SHANE STARK

By \_\_\_\_\_  
Deputy County Counsel

APPROVED AS TO FORM  
ROBERT W. GEIS, CPA  
AUDITOR-CONTROLLER

By \_\_\_\_\_  
Division Chief

APPROVED AS TO FORM  
BRUCE CARTER

By \_\_\_\_\_  
Manager Office of Emergency Services

APPROVED AS TO FORM  
RISK MANAGER

By \_\_\_\_\_  
Risk Manager

EXHIBIT A

SANTA BARBARA COUNTY  
SCOPE OF WORK – AREA PLANNING

GOALS AND OBJECTIVES/PURPOSE:

The primary objective for participating in the Coast Guard’s Area Planning process is to assist in the update of the Area Contingency Plan (ACP), participate in oil spill exercises, and to ensure consistency between the Federal, State and local contingency plans. The goals are:

- 1) To ensure that important concerns of the Santa Barbara County Plan is addressed in the Federal ACP to the greatest extent possible.
- 2) To identify and resolve differences between the Federal ACP and the Local Government Oil Spill Contingency Plan Element resulting from participating in the ACP update. Revise and update the Santa Barbara County Oil Spill Contingency Plan on file with the CDFG.

PARTICIPATION METHODOLOGY:

The staff involved in the contingency planning efforts have considerable knowledge and are familiar with the requirements of the ACP. Staff that will participate in the United State’s Coast Guard (USCG) area planning process:

Elsa Arndt, Emergency Services Planner, Office of Emergency Services

Activities that the staff will perform include but may not be limited to:

- 1) Attend the ACP and sub-committee meetings, as appropriate.
- 2) Review USCG area plan.
- 3) Draft and provide local government input to revisions to area plans.
- 4) Compare USCG information and local government oil spill contingency plan elements, and document the differences as a result of the 2000 ACP updates; to include identification of equipment and resource gaps.
- 5) Participate in CDFG’s exercises and drills.
- 6) Prepare and submit final report.
- 7) Prepare documentation and submit invoices for reimbursement.

AREA COMMITTEE SUBJECT AREAS:

- 1) Environmental Sensitivity
- 2) Economic Significance
- 3) Response Resources
- 4) Response Strategy
- 5) Communications
- 6) Disposal
- 7) Logistics
- 8) Safety
- 9) Finance
- 10) Public Affairs/Coordination
- 11) Wildlife Rescue and Rehabilitation
- 12) Salvage Operations
- 13) Firefighting
- 14) Natural Resources Damage Assessment
- 15) Investigation
- 16) Port/Traffic Management
- 17) Scenario Development
- 18) Air Operations
- 19) Chemical Countermeasures
- 20) Volunteers
- 21) Miscellaneous Review/Drafting

TIME FRAMES:

The Santa Barbara County, Office of Emergency Services will work with CDFG to accomplish the tasks listed below:

- 1) January 1, 2004 through December 31, 2004  
Update Santa Barbara County's Local Government Oil Spill Contingency Plan  
Review and submit final invoice

Representatives from Santa Barbara County will attend the monthly/bimonthly meetings of the ACP meetings. Staff will perform work needed to update the ACP. The time frames for this work will be based on the deadlines set by the Coast Guard when changes by the local agencies are due.

CONCLUSION:

Thirty days after Santa Barbara County has completed participating in the ACP process, a written report will be submitted to Ms. Cindy Murphy, State's Grant Coordinator, California Department of Fish and Game, Office of Spill Prevention and Response, P.O. Box 944209, Sacramento, California 944209-2090 to include, but not be limited to:

- 1) Summary of the inconsistencies noted between the Federal ACP and Local Government Oil Spill Contingency Plan Element resulting from the 2000 ACP update, to include a Resource Shortfall Analysis (i.e., differences in equipment and resources identified).
- 2) A list of employees who participated, in whole or in part, including names, addresses, agency and position title.
- 3) Documentation to substantiate meeting dates, locations, agenda items, and participants.



EXHIBIT B  
SANTA BARBARA COUNTY FIRE DEPARTMENT  
CALENDAR YEAR 2004 OSPR BUDGET

PERSONNEL SERVICES

Elsa Arndt	(51 hrs @ \$40.25/hr)	2,052.75
	Benefits @ 25.8%	529.61
Tom Haug	(45 hrs @ \$42.71/hr)	1,921.95
	Benefits @ 25.8%	495.69
TOTAL PERSONNEL SERVICES		<hr/> 5,000.00

OPERATING EXPENSES

		0.00
<b>TOTAL BUDGET</b>		<hr/> 5,000.00