



Approval Authority Meeting
Thursday, September 11, 2014
10:00 a.m.

LOCATION

Alameda County Sheriff's Office OES
4985 Broder Blvd., Dublin, CA 94568
OES Assembly Room

AGENDA

1. CALL TO ORDER
ROLL CALL

UASI Chair	Anne Kronenberg, City and County of San Francisco
UASI Vice-Chair	Rich Lucia, County of Alameda
Member	Raymond Guzman, City and County of San Francisco
Member	Renee Domingo, City of Oakland
Member	Colleen Mulholand, City of San Jose
Member	Ken Kehmna, County of Santa Clara
Member	Mike Casten, County of Contra Costa
Member	Bob Doyle, County of Marin
Member	Sherrie L. Collins, County of Monterey
Member	Carlos Bolanos, County of San Mateo
Member	Al Terrell, County of Sonoma
Member	Vacant, Cal OES

General Manager Craig Dziedzic

- 2. APPROVAL OF THE MINUTES** (Discussion, Possible Action)
Discussion and possible action to approve the draft minutes from the August 14, 2014 regular meeting or take any other action related to the matter. *(Document for this item includes draft minutes from August 14, 2014.)* 5 mins

- 3. GENERAL MANAGER'S REPORT** (Discussion, Possible Action)
General Manager Craig Dziedzic will give an update regarding the following:

- a) Securing the Cities (STC) Grant
- b) Management Team Update
- c) Advisory Group Meeting

(Document for this item is a report from Craig Dziedzic.) 5 mins

- 4. FY15 PROPOSAL GUIDANCE** (Discussion, Possible Action)
Assistant General Manager Catherine Spaulding will present the FY15 Interim Project Proposal Guidance. *(Document for this item is a report from Catherine Spaulding.)* 10 mins

5. **2014 THIRA PROCESS** (Discussion, Possible Action)
Assistant General Manager Catherine Spaulding will present the findings of the 2014 THIRA. *(Document for this item is a report from Catherine Spaulding.)* 10 mins
6. **CalCOP UPDATE** (Discussion, Possible Action)
Cal OES Data Sharing Coordinator Caroline Thomas-Jacobs will report on the development of CalCOP. *(Document for this item is a report and a Powerpoint from Caroline Thomas-Jacobs.)* 10 mins
7. **PUBLIC- PRIVATE PARTNERSHIP RESILIENCY INITIATIVE** (Discussion, Possible Action)
Regional Program Manager Janell Myhre will report on the status of the Public-Private Partnership Resiliency Initiative. *(Document for this item is a report from Janell Myhre.)* 10 mins
8. **UASI WEBSITE/COMMUNICATIONS UPDATE** (Discussion, Possible Action)
Emergency Services Coordinator Ethan Baker will provide an update on communications used by the Bay Area UASI. *(Document for this item is a report and a Powerpoint from Ethan Baker.)* 5 mins
9. **FY 12 UASI SPENDING REPORT**(Discussion, Possible Action)
Chief Financial Officer Tristan Levarado will provide an update on 2nd quarter expenditures for the FY 12 UASI grant. *(Document for this item is a report from Tristan Levarado.)* 5 mins
10. **TRACKING TOOL** (Discussion, Possible Action)
Review the tracking tool for accuracy and confirmation of deadlines. Possible action to add or clarify tasks for the Management Team or take other action related to the tracking tool. *(Document for this item is the UASI Approval Authority Tracking Tool.)* 5 mins
11. **ANNOUNCEMENTS-GOOD OF THE ORDER**
12. **FUTURE AGENDA ITEMS** (Discussion)
The Approval Authority members will discuss agenda items for future meetings.
13. **GENERAL PUBLIC COMMENT**
Members of the Public may address the Approval Authority for up to three minutes on items within the jurisdiction of the Bay Area UASI Approval Authority.
14. **ADJOURNMENT**

If any materials related to an item on this agenda have been distributed to the Approval Authority members after distribution of the agenda packet, those materials are available for public inspection at the Bay Area UASI Management Office located at 711 Van Ness Avenue, Suite 420, San Francisco, CA 94102 during normal office hours, 8:00 a.m. - 5:00 p.m.

Public Participation:

It is the policy of the Approval Authority to encourage and permit public participation and comment on matters within the Approval Authority's jurisdiction, as follows.

- *Public Comment on Agenda Items.* The Approval Authority will take public comment on each item on the agenda. The Approval Authority will take public comment on an action item before the Approval Authority takes action on that item. Persons addressing the Approval Authority on an agenda item shall confine their remarks to the particular agenda item. For each agenda item, each member of the public may address the Approval Authority once, for up to three minutes. The Chair may limit the public comment on an agenda item to less than three minutes per speaker, based on the nature of the agenda item, the number of anticipated speakers for that item, and the number and anticipated duration of other agenda items.
- *General Public Comment.* The Approval Authority shall include general public *comment* as an agenda item at each meeting of the Approval Authority. During general public comment, each member of the public may address the Approval Authority on matters within the Approval Authority's jurisdiction. Issues discussed during general public comment must not appear elsewhere on the agenda for that meeting. Each member of the public may address the Approval Authority once during general public comment, for up to three minutes. The Chair may limit the total general public comment to 30 minutes and may limit the time allocated to each speaker depending on the number of speakers during general public comment and the number and anticipated duration of agenda items.
- *Speaker Identification.* Individuals making public comment may be requested, but not required, to identify themselves and whom they represent.
- *Designated Public Comment Area.* Members of the public wishing to address the Approval Authority must speak from the public comment area.
- *Comment, Not Debate.* During public comment, speakers shall address their remarks to the Approval Authority as a whole and not to individual Approval Authority representatives, the General Manager or Management Team members, or the audience. Approval Authority Representatives and other persons are not required to respond to questions from a speaker. Approval Authority Representatives shall not enter into debate or discussion with speakers during public comment, although Approval Authority Representatives may question speakers to obtain clarification. Approval Authority Representatives may ask the General Manager to investigate an issue raised during public comment and later report to the Approval Authority. The lack of a response by the Approval Authority to public comment does not necessarily constitute agreement with or support of comments made during public comment.
- *Speaker Conduct.* The Approval Authority will not tolerate disruptive conduct by individuals

making public comment. Speakers who use profanity or engage in yelling, screaming, or other disruptive behavior will be directed to cease that conduct and may be asked to leave the meeting room.

Disability Access

The UASI Approval Authority will hold its meeting at the Alameda County Sheriff's Office OES located at 4985 Broder Blvd. in Dublin, CA 94568.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the UASI administrative assistant, at least 24 hours prior to the meeting at (415) 353-5223.

3. General Manager's Report

(a) FY14 Continuing Training Grants

UASI General Manager Craig Dziejczic provided an update on grant funding opportunities. He stated that one of the goals of the Management Team is to seek and apply for additional grant opportunities available to the region. He stated that the Bay Area UASI Management Team again applied for a Continuing Training Grant (CTG). This year, two applications were submitted in two separate categories: one was for Countering Transportation Terrorism (CTT) that will involve both the public and private sector and the second was for an advanced Cyber-Security training course designed to assist state, local, and tribal and territorial law enforcement agencies. Each application amount was approximately \$1,000,000 with a three year performance period.

(b) FEMA Regional Risk Management Workshop

Mr. Dziejczic reported on the Bay Area UASI Management Team's participation in a FEMA Region IX Risk Management Workshop that occurred on June 17-18, 2014. This workshop included all jurisdictions within FEMA Region IX- California, Nevada, Arizona, Hawaii, and the Pacific Islands. He stated that one area identified from an examination of the risks and gaps report was the restoration of critical lifelines and that the Bay Area was continuing to lead the region in enhancing this capability.

(c) FEMA Technical Assistance: Threat and Hazard Identification and Risk Assessment (THIRA)

Mr. Dziejczic reported that, as mandated by the grant guidance, the THIRA update is due at the end of the calendar year and indicated that FEMA has a training scheduled for August 19th and 20th.

Chair Kronenberg asked for comments and public comment. Seeing none, she moved on to item 4.

4. FY11 and FY12 Unspent Funds

Assistant General Manager Catherine Spaulding reported that there is \$1.6 million in unspent funds. This is comprised of funds returned by jurisdictions after January 2014 when the regional procurement process was triggered and also from unspent funds by the Management Team, including rent and salary savings.

The Management Team requested approval of a reallocation of \$1.2 million to the hubs for projects from the FY14 selection process that can be completed before the end of calendar year 2014 and also an allocation of \$400,000 to address high risk and gap areas. Ms. Spaulding stated this recommendation is consistent with methods used in the past to allocate large amounts of unspent funds.

Ms. Spaulding indicated that funds would be distributed to the hubs using the latest risk allocation percentages, and that projects that could be completed in the limited time frame would be sent to the hub members for review and final approval. Personnel projects would not be eligible given the short time frame. If the second portion of the recommendation is approved, she stated that stakeholders recommended that funds be used for improving public information and warning systems throughout the region, including updating systems to be consistent with state and federal standards such as Common Alerting Protocol (CAP) and Integrated Public Alert and Warning System (IPAWS).

Chair Kronenberg asked if there were any questions. Seeing none, she asked if there was any public comment on the item. Christopher Helgren from Sonoma County asked for further clarification on the source of the remaining funds and Ms. Spaulding indicated that it was a combination of jurisdictions returning money, a change that resulted in an extension to the Management Team's office lease, and the fact that both the FY 11 and FY 12 grants were closing at the same time. Tristan Levardo, CFO of the Bay Area UASI, added that there were also some salary savings resulting from vacant positions.

In further public comment, Jeff Blau from San Jose asked if there had been any thought of putting all the money back to the hubs to allow the counties to decide which projects they wished to fund and Ms. Spaulding indicated there were many different ways to reallocate these funds; however, there is an expectation at the State and Federal level that risk management findings be applied funding targeted to high risk needs. Mr. Blau asked about utilizing all the funds for radio system projects and stated that the South Bay was looking for funding for their multimillion dollar radio project. Chair Kronenberg reminded the room that this was public comment and not intended for dialogue. She stated the Approval Authority should either accept the recommendation of the Management Team or put all the money back into the hubs. She stated that public alert and warning is lacking in the region and she supports building this capability.

Approval Authority member Sherrie Collins of Monterey voiced her support for enhancing the public information and warning system in the region. Member Mark Wyss asked about recommendations made in the Filler and Associates "Public Information and Warning" report and Ms. Spaulding stated that the report discussed developing a regional system and the Approval Authority decided to develop capability at the Operational Area (OA) level first. Member Wyss asked for a working group to be formed with subject matter experts. Chair Kronenberg asked for a second to approve the motion on the floor and include a friendly amendment from Member Wyss. Chair Kronenberg asked if there was any further discussion, hearing none she called for a vote.

Motion: Approve the Management Team recommendation, amended to include formation of a workgroup.

Moved: Member Casten **Seconded:** Member Domingo

Vote: The motion was passed unanimously

5. Asset and Risk Update

Risk and Information Project Manager Dave Frazer presented the asset and risk update for the region. He stated that this asset report was one of three components used for assigning funding percentages for the region. During his presentation, Mr. Frazer pointed out that the region's asset catalog had increased by 31% and was now comprised of over 16,000 assets. Chair Kronenberg asked if there were any questions. Member Casten asked if changes to the percentages of asset risk for each hub were due to the addition of assets into the catalog or from reassigning more risk to assets already in the catalog. Mr. Frazer responded that it was a combination these factors that led to the changes. Member Casten then asked which Operational Areas were responsible for adding more assets into the system and Mr. Frazer responded that every OA had contributed to the assets with the exception of Santa Cruz. Member Casten requested that a further breakdown of this information be provided to the Approval Authority and Member Renee Domingo asked that Core City information also be provided. Mr. Frazer indicated that he would be able to provide that information after the meeting.

There were no additional comments and no public comments so Chair Kronenberg moved to Item 6.

6. FY15 Risk and Gap Analysis

Assistant General Manager Catherine Spaulding presented the FY15 Risk and Gap Analysis. She stated the report is done on an annual basis, and that a risk-based allocation of resources is required by the Department of Homeland Security (DHS) and the Approval Authority Bylaws. She presented the ranking of 31 core capabilities including the risk relevance, level of ability, and an analysis of the gaps and provided suggested ways to close gaps identified in the top 5 core capabilities.

Chair Kronenberg asked if there were any questions or public comment. Seeing no additional questions or public comment, Chair Kronenberg moved to Item 7.

7. Urban Shield and Yellow Command Update

Commander Dennis Houghtelling introduced Captain Garrett Holmes to provide an update on Urban Shield. Captain Holmes gave a brief overview of Urban Shield and stated that six counties would be participating in the 48 hour exercise. He described Urban Shield as an exercise designed to test first responders' abilities in different situations and stated that 35 local, national, and international teams would be participating in the tactical portion of the exercise. There will also be bomb squads, hazmat teams, and search and rescue teams participating. Captain Holmes also provided an overview of some of the different scenarios.

Project Manager Corinne Bartshire, Exercise Director for Yellow Command, presented an update on that portion of the exercise. She stated that a Boston Marathon bombing type scenario would take place at Moffett Field on Friday. She stated that the objectives were to test medical surge and patient tracking abilities, the activation of Emergency Operations Centers, and public information and warning systems including the activation of Joint Information Centers.

Chair Kronenberg asked if there were any questions or public comment. Seeing none, she moved on to Item 8.

8. RCPGP Spending Report & UASI Travel Expenditures

Chief Financial Officer Tristan Levardo presented the FY11 RCPGP Spending Report. He stated the RCPGP grant has been extended to December 31, 2014 and indicated that there was only one outstanding deliverable remaining on the grant.

Mr. Levardo also reported on UASI travel expenditures for the period of April 1, 2014 to June 30, 2014 and indicated that they amounted to \$32,448.

Chair Kronenberg asked if there were any questions or public comment. Seeing none, she moved to Item 9.

9. BayRICS JPA Quarterly Report

BayRICS General Manager Barry Frazer presented his quarterly report. He stated that the BayRICS JPA worked from February through March 2014 to develop its strategic plan goals. In April, the Board directed him to provide a progress report on the strategic plan within six months and that staff has developed a project plan with 8 and 16 week milestones. The four strategies are:

1. Present a realistic and stable funding plan
2. Lead State planning for FirstNet
3. Communicate the value of Interoperability
4. Bridge the Voice-Data Communications Gap

Vice Chair Rich Lucia added his support to this system and indicated that the Bay Area has been leading the charge to develop this system despite challenges and that if this project is to be completed, Bay Area support would be vital.

Chair Kronenberg recommended that the P25 system be tested during next year's Urban Shield exercise.

Chair Kronenberg asked if there were any questions or public comment. Seeing none, she moved to Item 10.

10. Tracking Tool

Chair Kronenberg asked the Board for additions or deletions to the Tracking Tool. There were no additions or deletions.

11. Announcements – Good of the Order

Chair Kronenberg asked the Board for any announcements. Hearing none, she asked if there were any public announcements. It was announced that a memorial for Fire Captain Kelly Seitz would be held on Saturday, November 1, 2014 from 10:00am to 2:00pm.

Christopher Helgren introduced Brendan Kearney as the new planner for the North Bay hub.

12. Future Agenda Items

Chair Kronenberg asked if the Board if there were any future agenda items. Hearing none she moved to item 13.

13. General Public Comment

Chair Kronenberg asked the public for any comments. A member of the public commented that he was concerned about Urban Shield and the over militarization of police on a societal level. Chair Kronenberg asked if there were any other comments. Hearing no additional comments she adjourned the meeting.

14. Adjournment

The meeting adjourned at 11:20 AM.



To: Bay Area UASI Approval Authority
From: Craig Dziedzic, General Manager
Date: September 11, 2014
Re: Item #3: General Manager's Report

Staff Recommendation: No recommendation.

Action and/or Discussion Items: Discussion Only

- (a) Securing the Cities (STC) Grant
- (b) BAUSI Management Team Update
- (c) Advisory Group Update

Discussion/Description:

(a) Securing the Cities (STC) Grant

On September 2, 2013, the Department of Homeland Security (DHS) announced the expansion of the Domestic Nuclear Detection Office's (DNDO) Securing the Cities program to the National Capital Region, further building upon the Department's ongoing efforts to raise the nation's capabilities to detect and protect against radiological and nuclear threats.

The Securing the Cities program seeks to lessen the threat posed by dangerous radiological or nuclear materials against major metropolitan areas in the United States by establishing sustainable capability among state, local, and tribal agencies to detect and report dangerous radiological and nuclear materials within their jurisdictions.

The DHS informed the BAUSI that they used two evaluation criteria: (1) Threat, vulnerabilities, and consequences; and (2) Viability of the applicant's plan with threat, vulnerabilities, and consequences being important than the applicant's plan.

The BAUSI application was highly rated and we were encouraged to reapply.

(b) BAUSI Management Team Update

Whole Community and Communications Project Manager

The BAUSI Management Team has hired Srijesh Thapa as the Whole Community and Communications Project Manager. He will be responsible for developing and implementing regional programs and project planning with a focus on citizen preparedness, emergency planning, community resiliency, public information and warning, and emergency communications. Additionally, he will be responsible for facilitating the interoperable communications working meetings.

Mr. Thapa earned a Bachelor's in Science from the University of Delhi, New Delhi, India and a Master's degree in Environmental Management from the University of San Francisco. He has 15 years of diverse experience in emergency management, data management, and environmental consulting in the Bay Area, including 10 years of work experience with URS Corporation. He has worked extensively with local, regional, state and federal first responder/ emergency management agencies as well as the BAUSI program.

Emergency Services Assistant

Mason Feldman has accepted the position as the Emergency Services Assistant for the BAUSI Management Team. He will be responsible for administrative support to the Bay Area UASI Management Team, assisting with the coordination of all documentation for the monthly Approval Authority meetings, and acting as a liaison to the general public. Mr. Feldman will start on September 15, 2015.

Mr. Feldman was born in Santa Clarita, CA and moved to San Francisco to attend San Francisco State University where he graduated with a degree in business management. Prior to his selection as the Emergency Services Assistant, Mr. Feldman worked for the San Francisco Film Commission, the Department of Public Works, and interned with the SF Mayor's Office. He has participated in the safety planning for Bay to Breakers and helped coordinate the Mayor's Budget Town Hall series. He is passionate about biking in the City, music festivals, and baseball.

(c) Advisory Group Meeting

The Advisory Group met on Thursday August 28th via teleconference to review the draft 2015 Project Proposal Guidance. Assistant General Manager Catherine Spaulding briefed the Group on the document as well as highlighted changes from last year's guidance. Ms. Spaulding will provide a similar briefing to the Approval Authority in item 4 of the agenda in today's meeting. The Advisory Group recommended approval of the document as presented.



To: Bay Area UASI Approval Authority
From: Catherine Spaulding, Assistant General Manager
Date: September 11, 2014
Re: Item #4: FY15 Project Proposal Guidance

Staff Recommendation:

Approve the proposal process for the FY15 UASI funding cycle

Action or Discussion Items:

Action

Discussion:

The Management Team is pleased to present the draft Project Proposal Guidance for the FY15 UASI funding cycle. There is little substantive change in the FY15 guidance as compared to FY14. As in prior years, this document includes:

- Proposal submission and review process (page 3)
- Proposal criteria (page 3)
- Roles of the work groups, hubs, and Advisory Group (pages 4-8)
- Priority capability objectives (page 9)
- Summary timeline (page 14)
- Allowable spending guidelines (page 15)
- Project proposal template (Appendix A)

As detailed in the draft FY15 Project Proposal Guidance:

- The Management Team will host a live meeting and webinar on September 24, 2014 to review the proposal template, grant requirements, and selection criteria and process.
- Proposals may only be submitted using an online form to the Management Team from October 1-31, 2014.
- All proposals – including those using core city and regional/sustainment allocations – must be submitted by the October 31 deadline.

- Approval Authority Members will have four weeks (November 24 – December 19, 2014) to review proposals in their jurisdictions.
- Hubs will prioritize projects in January 2015
- The Advisory Group will prioritize regional/sustainment projects in January 2015
- Final Approval Authority approval of all FY15 projects is planned for March 2015

In the next Approval Authority meeting following the announcement of the FY 2015 grant award, the Approval Authority will approve specific allocation amounts among the categories of core city allocations, regional/sustainment projects, and hub projects. The projects within those categories will then be funded in order of priority, as specified by hubs/Advisory Group, and as previously approved by the Approval Authority.

Option for Hub Meetings

This year we have added an option for hubs to convene and prioritize projects on their own, rather than through a Management Team-facilitated meeting, at the direction of the relevant Approval Authority members. In these cases the Management Team must receive a complete above and below the line list of prioritized projects using the required template no later than Friday January 23, 2015. By this date the Management Team must also receive email certification from each hub voting member that they agree with the prioritization as presented. If required documentation is still outstanding after January 23, the Management Team will seek guidance on prioritization of projects from the relevant Approval Authority members.

Priority Capability Objectives

In order to be eligible for funding, all proposed projects must fulfill at least one of the priority capability objectives. Priority capability objectives are updated each year as a result of the Risk and Gap Analysis as well as progress the region has made on planning initiatives and implementing after-action items from exercises. There are a few changes made to the priority capability objectives for the FY15 cycle as compared to FY14:

- **Objective 4.3, Enhance Screening, Search, and Detection** – this objective has been added to accommodate the regional planning that has been accomplished as a result of the Bay Area UASI Preventative Radiological/Nuclear Detention Program. The objective corresponds to the screening, search, and detection core capability which scored in the top third in the Bay Area’s 2014 Risk and Gap Analysis.
- **Objective 5.8, Enhance Fatality Management** – this objective has been added as this capability was exercised in Urban Shield 2013 and after-action information has been analyzed and applied by the region.
- **Objective 4.1, Improve Public and Private Services and Resources Management through Fire Incident Response Support** – this objective has been removed as it corresponds to the public and private services and resources core capability which ranked last out of 31 core capabilities in the 2014 Risk and Gap Analysis. There was only one proposal submitted in this category last year and it was not funded.

- **Objective 4.5, Enhance Environmental Response/Health and Safety through WMD/Hazmat Response and Decontamination Capabilities** – this objective has been removed as it corresponds to the environmental response/health and safety core capability which ranked 29 out of 31 core capabilities in the 2014 Risk and Gap Analysis. There were several proposals submitted in this area last year but only one was funded. Many of these proposals would qualify under other priority capability objectives.
- **Objective 4.6, Enhance Environmental Response/Health and Safety through Responder Safety and Health** – this objective has been removed as it corresponds to the environmental response/health and safety core capability which ranked 29 out of 31 core capabilities in the 2014 Risk and Gap Analysis. There were two proposals submitted in this area last year but only one was funded. These proposals would qualify under other priority capability objectives.



**Project Proposal Guidance
for Fiscal Year 2015**

(INTERIM)

September 11, 2014
DRAFT FOR APPROVAL AUTHORITY REVIEW

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APPENDIX A - PROJECT PROPOSAL TEMPLATE

This guidance provides an overview of the process and requirements for applying for funds through the Bay Area UASI for the FY 2015 grant year. Please note that this guidance remains interim until the FY 2015 Federal DHS funding allocation and grant guidance is released. This guidance does not include the updated rules governing allowable expenses under the UASI grant for FY 2015.

1. UASI Grant Program Overview

Since its inception in FY 2003, the intent of the UASI program has been to enhance regional terrorism preparedness in major metropolitan areas by developing integrated systems for terrorism prevention, protection, response, and recovery. The FY 2015 UASI program will likely provide financial assistance to address the unique regional, multi-discipline terrorism preparedness planning, organization, equipment, training, and exercise needs of high-threat, high-density urban areas. However, many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards, including natural disasters and other major incidents. UASI funds may be used for other preparedness activities as long as the dual use quality and nexus to terrorism is clearly demonstrated. UASI funds are intended for regional approaches to overall preparedness and should adopt regional response structures whenever appropriate.

2. 2015 Federal Budget

It is expected that Congress will pass the Department of Homeland Security (DHS) FY 2015 budget by the end of calendar year 2014 or early in 2015, and DHS will issue a Funding Opportunity Announcement (FOA) for the Homeland Security Grant Program by the spring of 2015. Earlier passage of the DHS budget is possible and therefore the region must be prepared to initiate its selection of proposals under an earlier and shortened time frame. Details on addressing this contingency will be put forward by the Management Team.

3. Bay Area Risk and Gap Analysis

The Bay Area Urban Area Security Initiative (UASI) regularly conducts a region-wide risk validation analysis and capabilities assessment across the region's twelve counties and three major cities. Each year, the Bay Area UASI updates its Risk and Gap Analysis, which shows where gaps are greatest and risk level the highest by core capability. This analysis results in priority capability objectives, which are used to guide proposal submission. The priority capability objectives for the FY15 proposal process and are included in Section 10 of this guidance.

The Risk and Gap Analysis is also the basis for the Threat and Hazard Identification and Risk Assessment (THIRA) prepared on an annual basis by the Bay Area UASI, as required by DHS. The Bay Area UASI THIRA is closely aligned with the THIRA prepared by the State of California as well as the Bay Area UASI Homeland Security Strategy.

4. Proposal Submission and Review Process

FY 2015 UASI proposals may be submitted to the Management Team from October 1 –31, 2014. All proposals must be submitted by 5pm on Friday October 31st, and late proposals will be considered ineligible. Please note that all proposals – including those using core city and regional (aka “sustainment” or “off the top”) allocations – must be submitted by the October 31st deadline.

The proposal template can be found in Appendix A of this guidance but is included for reference only. The actual template will be distributed electronically to stakeholders and posted on the UASI website on October 1st. Proposals must be submitted electronically using the “submit” button at the bottom of the proposal form by the October 31st deadline.

Upon receipt of the proposals, the Management Team will review them for compliance with the proposal criteria and share them with the appropriate Approval Authority members for review from mid-November to mid-December. Following Approval Authority review, the Management Team will share proposals with the appropriate hubs for review and decision-making in January 2015. Please see the sections below for more details on the hub and Advisory Group review process as well as Section 11 for the summary timeline.

Many Bay Area UASI jurisdictions undergo an internal vetting process of their own to identify which proposals should be submitted for UASI funding. Such processes are the responsibility of each jurisdiction. UASI jurisdictions that wish to undertake internal vetting processes are encouraged to do so before the online application period in October.

5. Proposal Criteria

All proposals must meet the following criteria:

- Have a clear “nexus to terrorism,” meaning that the proposal must specify how the activities will support terrorism preparedness
- Enhance the region’s priority capability objectives (see Section 10)
- Directly benefit at least two operational areas

In addition, all proposals must: include only allowable expenses under UASI grant guidelines (See Section 12); be submitted by a government agency within the twelve county Bay Area UASI footprint; be submitted by the person who will be primarily responsible for project implementation; and have the approval of the relevant department head.

Note that community-based and nonprofit groups are welcome to submit proposals but must do so through a government sponsor/partner. Submitters are strongly encouraged to integrate Federal, State and local grant and general funds when developing FY 2015 projects.

6. Role of the Work Groups

The Bay Area UASI encourages regional subject matter experts to discuss possible projects through the venue of the Bay Area UASI work groups. Work group meetings are open to all who would like to participate within the twelve county footprint. Bay Area UASI Approval Authority and Advisory Group members should attempt to ensure their jurisdiction is represented in all work groups for optimum inclusion in UASI project discussions. Work group meetings are chaired by project managers from the UASI Management Team.

Each work group is assigned a goal or set of goals from the *Bay Area Homeland Security Strategy*. The work groups and their areas of responsibility concerning projects for FY 2015 are:

Goal #	Bay Area Homeland Security Strategy Goal	Work group Title
1	Planning and risk management	Risk Management and Information Sharing (includes cyber and automated license plate reader (ALPR) focus groups)
2	Intelligence, information sharing and infrastructure protection	
3	Interoperable communications	Interoperable Communications
4	Chemical, Biologic, Radiologic, Nuclear and Explosive (CBRNE)	Regional Training & Exercise and CBRNE
8	Training and exercise	
5	Medical and public health	Medical Public Health
6	Emergency planning and citizen preparedness	Regional Catastrophic Planning Team and Whole Communities
7	Recovery	

Please note that all training and exercise proposals will be referred to the Bay Area UASI Training and Exercise Program/Work Group, as in prior years. Training and exercise requests are vetted by stakeholders and funded annually from a regional allocation. However, exercise requests that exceed \$50,000 and that benefit the entire Bay Area region will be referred to the Advisory Group to consider as a regional project. Exercise requests above the \$50,000 threshold that do not benefit the entire Bay Area region will be referred to the Bay Area UASI General Manager to determine an appropriate review process.

7. Role of the Hubs

In FY15, the Bay Area is again utilizing hub groups to prioritize proposed projects.

Hub composition:

As in prior years, the hubs will be based on the geographical location of the agencies based on the North, East, South and West bay areas. Each Approval Authority Member will be asked to assign three to five people to represent his or her operational area/core city in the hub project proposal decision-making process. These hub representatives are referred to as hub voting members. Approval Authority Members are urged to appoint representatives that reflect the diversity of the Bay Area Homeland Security Strategy goals.

Preparations for hub project proposal prioritization:

By December 1, 2014, the Management Team will provide hub voting members with all submitted proposals for their hubs that meet the specified criteria on page 3 of this guidance and that have been confirmed for prioritization by the relevant Approval Authority member. The Management Team is happy to assist hub voting members with any questions or concerns, including arranging information from regional subject matter experts in advance of the hub deliberations.

Project prioritization process:

Hubs will convene in January 2015 to decide on their final prioritized list of projects for recommendation to the Advisory Group. Each hub will develop a list of prioritized projects based on regional need and local capabilities. Hubs may also designate other criteria as mutually agreed (e.g., provide scalable solutions, leverage other funding sources, and benefit the most operational areas.) Ideally prioritization will be done by consensus, but voting may occur as needed.

The Management Team will provide hubs with a planning amount based on what was provided to the hub from last year's (FY14) allocation (see Section 9 Allocation of Funding). The hubs' prioritized lists of projects should include projects in order of importance to be funded by the forthcoming FY15 allocation. The hub voting members will prioritize projects proposals and funding amounts to match the planned hub funding allocation as "above the line" projects. Each hub should also carefully develop a prioritized list of "below the line" projects for if/when additional funds become available in the future. This should include short time frame projects.

Modifications to proposals:

Hub voting members may make modifications to proposals during their deliberations with the agreement of the original project proposers as long as these modifications are consistent with the original goals of the project. Recognizing that the discussion of regional needs at the hub level may generate new ideas and opportunities for cooperation, hubs may also propose new projects in special circumstances and with the approval of the General Manager. Such projects must meet all of the funding criteria presented on page 3 above.

Participation at hub meetings:

The Bay Area UASI Management Team encourages “open” hub selection meetings, whereby proposers and subject matter experts such as work group participants are invited to listen and participate in the project prioritization process. However, it will be at the discretion of the hub voting members to determine whether proposers and other subject matter experts such as work group participants are invited to their deliberation meetings and the nature of participation at such meetings.

Facilitation of hub-decision making:

Hub decision-making meetings will be coordinated and facilitated by UASI Management Team staff members. At the direction of the relevant Approval Authority members, however, hubs may opt to forgo the Management Team-facilitated decision-making meeting and instead convene on their own. For those hubs that opt to forgo the Management Team-facilitated meeting, the Management Team must receive a complete above and below the line list of prioritized projects using the template provided no later than Friday January 23, 2015. By this date the Management Team must also receive email certification from each hub voting member that they agree with the prioritization as presented. If required documentation is still outstanding after January 23, the Management Team will seek guidance on prioritization of projects from the relevant Approval Authority members.

8. Role of the Advisory Group

At the direction of the General Manager, the Bay Area UASI Advisory Group plays two critical roles in the project proposal prioritization process – (1) prioritizing regional projects for Approval Authority approval, and (2) reviewing hub- selected projects for recommendation to the Approval Authority for approval.

Prioritize regional projects:

The Advisory Group will review and prioritize proposals that are regional in nature, “sustainment,” or “off the top,” and then submit them to the General Manager for subsequent approval by the Approval Authority. Similar to the process conducted by hub voting members at the hub level, the Advisory Group will develop a list of prioritized projects based on regional need and local capabilities. Ideally prioritization will be done by consensus, but voting may occur as needed. The Management Team will provide the Advisory Group with a planning amount based on what was provided for regional projects from last year’s (FY14) allocation. The prioritized list of projects should include projects in order of importance to be funded by the forthcoming FY15 allocation. This list should also include “below the line” projects for if/when additional funds become available in the future. This should include short time frame projects.

The Advisory Group will meet on January 22, 2015 to conduct this regional project prioritization process. In advance of this meeting, the Management Team will provide Advisory Group participants with submitted regional proposals. These read-ahead materials will also include a review by the Management Team as to whether proposals meet the criteria laid on page 3 of this guidance. However, to be “regional” and considered by the Advisory Group, the project must benefit at least three hubs. Management Team staff will solicit any questions Advisory Group members may have for regional subject matter experts in advance of the meeting.

The Management Team encourages “open” selection meetings, whereby proposers and subject matter experts are invited to listen and participate in the prioritization process. However, it will be at the discretion of the Advisory Group members to determine whether proposers and other subject matter experts are invited to their deliberation meeting and the nature of such participation. The Management Team will be responsible for organizing the meeting given the direction provided to them by the Advisory Group members.

Review proposed projects prioritized by the hubs.

The other key responsibility of the Advisory Group is to provide a review of hub-selected projects to reduce duplication of effort and confirm prioritization of projects based on attainable mitigation of regional risk. This meeting will take place in February 26, 2015, and the deliverable will be recommendations to the Approval Authority for the March Approval Authority meeting.

9. Allocation of Funding

In the next Approval Authority meeting following the announcement of the FY 2015 grant award, the Approval Authority will approve specific allocation amounts among the categories of core city allocations, regional projects, and hub projects. Projects within those categories will then be funded in order of priority, as specified by hubs/Advisory Group, and as approved by the Approval Authority.

Until the FY 2015 grant award is announced, for planning purposes, the Bay Area will operate under the assumption that the FY 2015 funding will be approximately equal to the amount allocated in FY 2014 – \$27,400,000. For reference, below please find the FY14 hub, regional, and other allocations. These will be used in the FY15 cycle for planning purposes:

FY 14 UASI Allocations

East Hub	\$1,370,874
North Hub	\$406,868
South Hub	\$1,397,999
West Hub	\$2,249,166
Regional	\$10,941,093
Core City	\$3,000,000
Management Team	\$3,376,000
State Holdback	\$4,658,000
TOTAL	\$27,400,000

10. Priority Capability Objectives

Priority capability objectives are derived each year from the region’s risk analysis process which identifies the highest risk and gap areas based on asset risk, threat information, and subject matter expert capability assessments. **In order to be eligible for FY15 funding, all proposed projects must fulfill at least one of these priority capability objectives.**

Goal 1 Strengthen the Regional Risk Management and Planning Program
Objective 1.1 Enhance Planning, Threat and Hazard Identification, and Risk Management Capabilities
Goal 2 Enhance Information Analysis and Infrastructure Protection Capabilities
Objective 2.1 Enhance Intelligence Collection, Analysis and Sharing
Objective 2.2 Strengthen Terrorism Attribution, Interdiction and Disruption Capabilities
Objective 2.3 Increase Critical Infrastructure Protection
Objective 2.4 Enhance Cyber Security
Goal 3 Strengthen Communications Capabilities
Objective 3.1 Enhance Operational Communications Capabilities
Goal 4 Strengthen CBRNE Detection, Response, and Decontamination Capabilities
Objective 4.2 Strengthen Mass Search and Rescue Capabilities
Objective 4.3 Enhance Screening Search and Detection Capabilities
Objective 4.4 Strengthen On-Scene Security and Protection through Explosive Device Response Operations
Objective 4.7 Enhance On-Scene Security and Protection through Emergency Public Safety and Security Response
Goal 5 Enhance Medical and Public Health Preparedness
Objective 5.1 Enhance Emergency Triage and Pre-Hospital Treatment
Objective 5.8 Enhance Fatality Management:
Goal 6 Strengthen Emergency Planning and Citizen Preparedness Capabilities
Objective 6.1 Strengthen Emergency Public Information and Warning Capabilities
Objective 6.2 Strengthen Operational Coordination Capabilities
Objective 6.5 Increase Community Resiliency
Goal 7 Enhance Recovery Capabilities
Objective 7.1 Strengthen Infrastructure Systems
Goal 8 Enhance Homeland Security Exercise, Evaluation and Training Programs
Objective 8.1 Strengthen the Regional Exercise and Evaluation Program
Objective 8.2 Enhance the Regional Training Program

Detailed descriptions of the priority capability objectives are as follows:

Goal 1 Strengthen the Regional Risk Management and Planning Program

Objective 1.1 Enhance Planning, Threat and Hazard Identification, and Risk Management Capabilities: The Bay Area is able to identify and assess the threats and hazards that pose the greatest risk to the whole community. The region can prioritize and select appropriate capability-based planning investments and solutions for prevention, protection, mitigation, response, and recovery concerning those risks; monitor the outcomes of allocation decisions; and undertake corrective and sustainment actions.

Goal 2 Enhance Information Analysis and Infrastructure Protection Capabilities

Objective 2.1 Enhance Intelligence Collection, Analysis and Sharing: The Bay Area has systems and procedures to effectively collect, analyze and timely share information and intelligence across federal, state, local, tribal, territorial, regional, and private sector entities to achieve coordinated awareness of, prevention of, protection against, mitigation of, and response to a threatened or actual terrorist attack, major disaster, or other emergency. This involves sustaining and building upon the region's intelligence fusion center to include the ability to identify and systematically report suspicious activities associated with potential terrorist or criminal pre-operational planning and logistics.

Objective 2.2 Strengthen Terrorism Attribution, Interdiction and Disruption Capabilities: The Bay Area's law enforcement community (federal, state and local) and other public safety agencies can conduct forensic analysis and attribute terrorist threats and acts to help ensure that suspects involved in terrorist and criminal activities related to homeland security are successfully identified, deterred, detected, disrupted, investigated, and apprehended.

Objective 2.3 Increase Critical Infrastructure Protection: The Bay Area can assess the risk to the region's physical and cyber critical infrastructure and key resources from acts of terrorism, crime, and natural hazards and deploy a suite of actions to enhance protection and reduce the risk to the region's critical infrastructure and key resources from all hazards. This includes a risk-assessment process and tools for identifying, assessing, cataloging, and prioritizing physical and cyber assets from across the region.

Objective 2.4 Enhance Cyber Security: Cyber security programs at the County and major city level meet the Federal Information Processing Standards 200 - Minimum Security Requirements for Federal Information and Information Systems. The region and its jurisdictions can detect malicious cyber activity, conduct technical counter-measures against existing and emerging cyber-based threats, and quickly recover from cyber-attacks in order to ensure the security, reliability, integrity, and availability of its electronic systems and services.

Goal 3 Strengthen Communications Capabilities

Objective 3.1 Enhance Operational Communications Capabilities: The emergency response community in the Bay Area has the ability to provide a continuous flow of mission critical voice, data and imagery/video information among multi-jurisdictional and multidisciplinary emergency responders, command posts, agencies, and Bay Area governmental officials for the duration of an emergency response operation. The Bay Area can also re-establish sufficient communications infrastructure within the affected areas of an incident, whatever the cause, to support ongoing life-sustaining activities, provide basic human needs, and transition to recovery.

Goal 4 Strengthen CBRNE Detection, Response, and Decontamination Capabilities

Objective 4.2 Strengthen Mass Search and Rescue Capabilities: Public safety personnel in the Bay Area are able to conduct search and rescue operations to locate and rescue persons in distress and initiate community-based search and rescue support-operations across a geographically dispersed area. The region is able to synchronize the deployment of local, regional, national, and international teams to support search and rescue efforts and transition to recovery.

Objective 4.3 Enhance Screening Search and Detection Capabilities: The Bay Area has systems and procedures to rapidly detect, locate and identify CBRNE materials at ports of entry, critical infrastructure locations, public events, and incidents, and can communicate CBRNE detection, identification and warning information to appropriate entities and authorities across the state and at the federal level.

Objective 4.4 Strengthen On-Scene Security and Protection through Explosive Device Response Operations: Public safety bomb squads in the Bay Area are able to conduct threat assessments; render safe explosives and/or hazardous devices; and clear an area of explosive hazards in a safe, timely, and effective manner. This involves the following steps in priority order: ensure public safety; safeguard the officers on the scene (including the bomb technician); collect and preserve evidence; protect and preserve public and private property; and restore public services.

Objective 4.7 Enhance On-Scene Security and Protection through Emergency Public Safety and Security Response: Public safety agencies within the Bay Area are able to keep the public and critical infrastructure safe by securing a particular incident scene and maintaining law and order following an incident or emergency to include managing the criminal justice prisoner population.

Goal 5 Enhance Medical and Public Health Preparedness

Objective 5.1 Enhance Emergency Triage and Pre-Hospital Treatment:

Emergency medical services (EMS) resources across the Bay Area can effectively and appropriately be dispatched (including with law enforcement tactical teams) to provide pre-hospital triage, treatment, transport, tracking of patients, and documentation of care appropriate for the incident, while maintaining the capabilities of the EMS system for continued operations up to and including for mass casualty incidents.

Objective 5.8 Enhance Fatality Management: Bay Area agencies, e.g., law enforcement, public health, healthcare, emergency management, and medical examiner/coroner) are able to coordinate (to ensure the proper recovery, handling, identification, transportation, tracking, storage, and disposal of human remains and personal effects; certify cause of death; and facilitate access to mental/ behavioral health services to the family members, responders, and survivors of an incident.

Goal 6 Strengthen Emergency Planning and Citizen Preparedness Capabilities

Objective 6.1 Strengthen Emergency Public Information and Warning

Capabilities: The Bay Area has an interoperable and standards-based system of multiple emergency public information and warning systems that allows Bay Area leaders and public health and safety personnel to disseminate prompt, clear, specific, accurate, and actionable emergency public information and warnings to all affected members of the community in order to save lives and property concerning known threats or hazards.

Objective 6.2 Strengthen Operational Coordination Capabilities: The Bay Area has a fully integrated response system through a common framework of the Standardized Emergency Management System, Incident Command System and Unified Command including the use of emergency operations centers (EOCs), incident command posts, emergency plans and standard operating procedures, incident action plans and the tracking of on-site resources in order to manage major incidents safely, effectively and efficiently. EOCs in the Bay Area can effectively plan, direct and coordinate information and activities internally within EOC functions, and externally with other multi-agency coordination entities, command posts and other agencies to effectively coordinate disaster response operations.

Objective 6.5 Increase Community Resiliency: The Bay Area has a formal structure and process for ongoing collaboration between government and nongovernmental resources at all levels to prevent, protect/mitigate, prepare for, respond to and recover from all known threats and hazards.

Goal 7 Enhance Recovery Capabilities

Objective 7.1 Strengthen Infrastructure Systems: The Bay Area can provide accurate situation needs and damage assessments by utilizing the full range of engineering, building inspection, and code enforcement services in a way that maximizes the use of resources, aids emergency response, implements recovery operations, and restores the affected area to pre-incident conditions as quickly as possible. The Bay Area can coordinate activities between critical lifeline operations and government operations to include a process for getting the appropriate personnel and equipment to the disaster scene so that lifelines can be restored as quickly and as safely as possible to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery

Goal 8 Enhance Homeland Security Exercise, Evaluation and Training Programs

8.1 Strengthen the Regional Exercise and Evaluation Program: The Bay Area exercise program tests and evaluates the region's enhancement and/or sustainment of the right level of capability based on the risks faced by the region with an evaluation process that feeds identified capability gaps and strengths directly into the region's risk management and planning process for remediation or sustainment.

8.2 Enhance the Regional Training Program: The Bay Area has a multi-discipline, multi-jurisdictional risk and capabilities based training program that enhances and sustains priority capabilities in order to mitigate the region's most pressing risks.

11. Summary Timeline

WHO	WHAT	WHEN	DETAILS
UASI Management Team	Outreach	September 2014	Management Team sends the FY15 project proposal guidance to UASI stakeholders as well notice of the webinar kick off
UASI Work Groups	Informal project discussions	September 2014	Work groups discuss projects ideas as well as regional gaps and priorities.
UASI Management Team	Kick off and grants management workshop and webinar	Wednesday September 24, 2014	Meeting and webinar for those interested to submit proposals as well as to provide information on grants management.
UASI Stakeholders	Proposal submissions	October 1 – October 31, 2014	UASI stakeholders submit proposals electronically.
Approval Authority	Approval Authority electronic review	November 24 – December 19, 2014	Management Team provides compliance review and sends all proposals for each OA/core city to the relevant Approval Authority member for review on November 24. Members have until December 19 th to communicate changes.
UASI Management Team	Hub electronic review	December 22, 2014	Management Team sends all relevant proposals to hub voting members for review.
Hubs	Prioritize	January 2015	Hubs meet on specific days in January and list projects in order of importance to be funded, including “above” and “below” the line, based on the estimated funding available
Advisory Group	Prioritize regional projects	January 22, 2015	The Advisory Group lists regional projects in order of importance to be funded including “above” and “below” the line, based on the estimated funding available
Advisory Group	Recommend	February 26, 2015	The Advisory Group reviews hub-selected projects and makes recommendations to the General Manager
Approval Authority	Approve	March 2015	Approval Authority approves hub and regional project submissions.

12. Allowable Spending Guidelines

Please note that DHS has yet to issue guidelines for FY15. In the absence of this information, below please find the allowable spending information for FY14. The Management Team will update these guidelines when FY15 information becomes available.

The following is a summary of allowable spending areas under the UASI program as it pertains to the Bay Area UASI. Please contact the Bay Area UASI Management Team for clarification should you have questions regarding allowable cost items.

The spending areas are broken out under planning, organization, equipment, training and exercises (POETE) spending areas. This matches the Bay Area Homeland Security Strategy, which divides recommended spending areas under POETE for each objective in the Strategy, as well as the DHS mandated budget sections for Investment Justifications that the Bay Area must submit in order to receive DHS funding.

The spending areas below outline what is allowable. They are not a list of what the region should or must purchase. The following are definitions for the terms as used in this interim guidance:

Hiring – Jurisdictions may use grant funding to cover the salary of newly hired personnel who are exclusively undertaking allowable DHS/FEMA program activities as specified in this guidance. This may not include new personnel who are hired to fulfill any non-FEMA program activities under any circumstances. Hiring will always result in a net increase of Full Time Equivalent (FTE) employees.

Overtime – These expenses are limited to the additional costs which result from personnel working over and above 40 hours of weekly work time as a direct result of their performance of FEMA-approved activities specified in this guidance. Overtime associated with any other activity is not eligible.

Backfill-related Overtime – Also called “Overtime as Backfill,” these expenses are limited to overtime costs which result from personnel who are working overtime (as identified above) to perform the duties of other personnel who are temporarily assigned to FEMA-approved activities outside their core responsibilities. Neither overtime nor backfill expenses are the result of an increase of FTE employees.

Supplanting – Grant funds will be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Applicants or grantees may be required to supply documentation certifying that a reduction in non-Federal resources occurred for reasons other than the receipt or expected receipt of Federal funds.

12.1 Planning

FY 2014 funds may be used for a range of emergency preparedness and management planning activities and that support Performance Objectives such as Threat and Hazard Identification and Risk Assessment (THIRA) and Planning, by placing an emphasis on updating and maintaining a current EOP that conforms to the guidelines outlined in CPG 101 v.2 as well as development and maintenance of a THIRA. Planning must include participation from all stakeholders in the community who are able to contribute critical perspectives and may have a role in executing the plan. Planning should be flexible enough to address incidents of varying types and magnitudes. Grantees must use the *CPG 101: Developing and Maintaining Emergency Operations Plans* in order to develop robust and effective plans. For additional information, please see

http://www.fema.gov/pdf/about/divisions/npd/CPG_101_V2.pdf.

Examples of planning activities include:

- Developing hazard/threat-specific annexes that incorporate the range of prevention, protection, mitigation, response, and recovery activities
- Developing and implementing homeland security support programs and adopting
- DHS national initiatives including but not limited to the following:
 - Implementing the NPG and the Whole Community Approach to Security and Emergency Management
 - Pre-event recovery planning
 - Implementing the National Infrastructure Protection Plan (NIPP) and associated Sector Specific Plans
 - Enhancing and implementing Statewide Communication Interoperable Plan (SCIP) and Tactical Interoperable Communications Plans (TICP) that align with the goals, objectives, and initiatives of the *National Emergency Communications Plan* (NECP)
 - Costs associated with the adoption, implementation, and adherence to NIMS compliance requirements, including implementing the NIMS National Credentialing Framework
 - Modifying existing incident management and EOPs to ensure proper alignment with the National Response Framework (NRF) coordinating structures, processes, and protocols
 - Establishing or enhancing mutual aid agreements
 - Developing communications and interoperability protocols and solutions
 - Conducting local, regional, and tribal program implementation meetings
 - Developing or updating resource inventory assets in accordance to typed resource definitions issued by the NIC
 - Designing State and local geospatial data systems
 - Developing and conducting public education and outreach campaigns, including promoting individual, family, and organizational emergency preparedness; alerts and warnings education; promoting training, exercise, and volunteer opportunities; informing the public about emergency plans, evacuation routes, shelter locations; and evacuation plans as well as CBRNE prevention awareness

- Designing programs to address targeting at-risk populations and engaging them in emergency management planning efforts
- Activities, materials, services, tools and equipment to achieve planning, protection, mitigation, response and recovery that is inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities)
- Preparing materials for State Preparedness Reports (SPRs)
- Developing related terrorism prevention activities including:
 - Developing THIRA that reflects a representative make up and composition of the jurisdiction
 - Developing initiatives that directly support local efforts to understand, recognize, prepare for, prevent, mitigate, and respond to pre-operational activity and other crimes that are precursors or indicators of terrorist activity, in accordance with civil rights/civil liberties protections
 - Developing law enforcement prevention activities, to include establishing and/or enhancing a fusion center
 - Hiring an IT specialist to plan, develop, and implement the IT applications necessary for a fusion center
 - Developing and planning for information/intelligence sharing groups
- Integrating and coordinating the fire service, emergency management, public health care, public safety, and health security data-gathering (threats to human and animal health) within fusion centers to achieve early warning, monitoring, and mitigation of threats:
 - Integrating and coordinating private sector participation with fusion center activities
 - Developing and implementing preventive radiological/nuclear detection activities
 - Acquiring systems allowing connectivity to State, local, tribal, territorial, and Federal data networks, such as the National Crime Information Center (NCIC) and Integrated Automated Fingerprint Identification System (IAFIS), as appropriate
 - Planning to enhance security during heightened alerts, terrorist incidents, and/or during mitigation and recovery
 - Multi-discipline preparation across first responder community, including EMS for response to catastrophic events and acts of terrorism
 - Accessible public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, and web postings coordinated through local Citizen Corps Councils or their equivalent
 - Volunteer programs and other activities to strengthen citizen participation
 - Conducting public education campaigns including promoting suspicious activity reporting and preparedness; individual, family, and organizational emergency preparedness; promoting the *Ready* campaign; and/or creating State, regional, or local emergency preparedness efforts that build upon the *Ready* campaign
 - Evaluating Critical Infrastructure Protection (CIP) security equipment and/or personnel requirements to protect and secure sites
 - CIP cost assessments, including resources (e.g., financial, personnel) required for security enhancements/deployments
 - Multi-Jurisdiction Bombing Prevention Plans (MJBPP)

- Underwater Terrorist Protection Plans
- Developing and enhancing plans and protocols, including but not limited to:
 - Community-based planning to advance “whole community” security and emergency management
 - Incorporating government/non-governmental collaboration, citizen preparedness, and volunteer participation into State and local government homeland security strategies, policies, guidance, plans, and evaluations
 - Developing, enhancing, maintaining a current EOP that conforms to the guidelines outlined in the CPG 101 v.2
 - Developing or enhancing local, regional, or Statewide strategic or tactical interoperable emergency communications plans
 - Activities associated with a conversion from wideband to narrowband voice channels to support interoperability
 - Implementing SCIP and TICPs that align with the goals, objectives, and initiatives of the NECP
 - Developing protocols or standard operating procedures for specialized teams to incorporate the use of equipment acquired through this grant program
 - Developing terrorism prevention/protection plans
 - Developing plans, procedures, and requirements for the management of infrastructure and resources related to HSGP and implementation of State or Urban Area Homeland Security Strategies
 - Developing plans for mass evacuation and pre-positioning equipment
 - Developing or enhancing plans for responding to mass casualty incidents caused by any hazards
 - Developing or enhancing applicable procedures and operational guides to implement the response actions within the local plan including patient tracking that addresses identifying and tracking children, access and functional needs population, and the elderly and keeping families intact where possible
 - Developing or enhancing border security plans
 - Developing or enhancing cyber security and risk mitigation plans
 - Developing or enhancing secondary health screening protocols at major points of entry (e.g., air, rail, port)
 - Developing or enhancing agriculture/food security risk mitigation, response, and recovery plans
 - Developing public/private sector partnership emergency response, assessment, and resource sharing plans
 - Developing or enhancing plans to engage and interface with, and to increase the capacity of, private sector/non-governmental entities working to meet the human service response and recovery needs of survivors
 - Developing or updating local or regional communications plans
 - Developing plans to support and assist jurisdictions, such as port authorities and rail and mass transit agencies
 - Developing or enhancing continuity of operations and continuity of government plans
 - Developing or enhancing existing catastrophic incident response and recovery plans to include and integrate Federal assets provided under the NRF

- Developing plans and response procedures for adjudicating, validating and responding to an alarm from a chemical or biological detector (response procedures should include emergency response procedures integrating local first responders)
- Developing or enhancing evacuation plans
- Developing mechanisms for utilizing the National Emergency Family Registry and Locator System (NEFRLS)
- Developing or enhancing plans to prepare for surge capacity of volunteers
- Developing or enhancing the State emergency medical services systems
- Developing or enhancing plans for donations and volunteer management and the engagement/integration of private sector/non-governmental entities in preparedness, mitigation, response, and recovery activities
- Developing or enhancing Bombing Prevention Plans
- Developing school preparedness plans
- Developing preparedness plans for child congregate care facilities, including group residential facilities, juvenile detention facilities, and public/private child care facilities
- Developing plans to educate youth on disaster preparedness
- Ensuring EOPs adequately address warnings, emergency public information, evacuation, sheltering, mass care, resource management from non-governmental sources, unaffiliated volunteer and donations management, and volunteer resource integration to support each Emergency Support Function, to include appropriate considerations for integrating activities, materials, services, tools and equipment to achieve planning inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities). Developing and implementing civil rights, civil liberties, and privacy policies, procedures, and protocols
- Designing and developing State, local, tribal, and territorial geospatial data systems
- Developing and implementing statewide electronic patient care reporting systems compliant with the National Emergency Medical Services
- Information System (NEMESIS)
 - Costs associated with inclusive practices and the provision of reasonable accommodations and modifications to provide full access for children and adults with disabilities
- Developing or conducting assessments, including but not limited to:
 - Conducting point vulnerability assessments at critical infrastructure sites/key assets and develop remediation/security plans
 - Conducting or updating interoperable emergency communications capabilities assessments at the local, regional, or Statewide level
 - Developing border security operations plans in coordination with CBP
 - Developing, implementing, and reviewing Area Maritime Security Plans for ports, waterways, and coastal areas
 - Updating and refining threat matrices
 - Conducting cyber risk and vulnerability assessments

- Conducting assessments and exercising existing catastrophic incident response and recovery plans and capabilities to identify critical gaps that cannot be met by existing local, regional, and State resources
- Conducting Bombing Prevention Capability Analysis
- Activities that directly support the identification of specific catastrophic incident priority response and recovery projected needs across disciplines (e.g., law enforcement, fire, EMS, public health, behavioral health, public works, agriculture, information technology, and citizen preparedness)
- Activities that directly support the identification of pre-designated temporary housing sites
- Activities that support the identification and development of alternate care sites
- Conducting community assessments, surveys, and research of vulnerabilities and resource needs to determine how to meet needs and build effective and tailored strategies for educating individuals conducting assessments of the extent to which compliance with the integration mandate of disability laws is being achieved
- Soft target security planning (e.g., public gatherings)
- Identifying resources for medical supplies necessary to support children during an emergency, including pharmaceuticals and pediatric-sized equipment on which first responders and medical providers are trained
- Ensuring subject matter experts, durable medical equipment, consumable medical supplies and other resources required to assist children and adults with disabilities to maintain health, safety and usual levels of independence in general population environments
- Developing and implementing a community preparedness strategy for the State/local jurisdiction
- Establishing, expanding, and maintaining volunteer programs and volunteer recruitment efforts that support disaster preparedness and/or response
 - Citizen support for emergency responders is critical through year-round volunteer programs and as surge capacity in disaster response, including but not limited to: Citizen Corps Affiliate Programs and Organizations, Community Emergency Response Teams (CERT), Fire Corps, Medical Reserve Corps (MRC), Neighborhood Watch/USAonWatch, Volunteers in Police Service (VIPS), and jurisdiction specific volunteer efforts
- Establishing and sustaining Citizen Corps Councils or their equivalent
- Working with youth-serving organizations to develop and sustain a youth preparedness program

12.2 Organization

Organizational activities include:

- Program management;
- Development of whole community partnerships;
- Structures and mechanisms for information sharing between the public and private sector;
- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors;

- Operational Support;
- As identified in priority one utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident;
- Responding to an increase in the threat level under the National Terrorism Advisory System (NTAS), or needs in resulting from a National Special Security Event; and
- Paying salaries and benefits for personnel to serve as qualified intelligence analysts.
- Proposed expenditures of funds to support organization activities within the project submission must use historical data or other analysis.
- Up to 50 percent (50%) of FY 2014 funding may be used for personnel costs.

Intelligence analysts. Per the *Personnel Reimbursement for Intelligence Cooperation and Enhancement (PRICE) of Homeland Security Act* (Public Law 110-412), funds may be used to hire new staff and/or contractor positions to serve as intelligence analysts to enable information/intelligence sharing capabilities, as well as support existing intelligence analysts previously covered by UASI funding. In order to be hired as an intelligence analyst, staff and/or contractor personnel must meet at least one of the following criteria:

- Successfully complete training to ensure baseline proficiency in intelligence analysis and production within six months of being hired; and/or,
- Previously served as an intelligence analyst for a minimum of two years either in a Federal intelligence agency, the military, or State and/or local law enforcement intelligence unit

As identified in the *Maturation and Enhancement of State and Major Urban Area Fusion Centers* priority, all fusion centers analytic personnel must demonstrate qualifications that meet or exceed competencies identified in the *Common Competencies for State, Local, and Tribal Intelligence Analysts*, which outlines the minimum categories of training needed for intelligence analysts. These include subject-matter expertise, analytic methodologies, customer-service ethics, information handling and processing skills, critical thinking skills, computer literacy, and objectivity and intellectual honesty. A certificate of completion of such training must be on file with the SAA and must be made available to FEMA Program Analysts upon request. In addition to these training requirements, fusion centers should also continue to mature their analytic capabilities by addressing gaps in analytic capability identified during the fusion center's BCA.

Overtime costs. Overtime costs are allowable for personnel to participate in information, investigative, and intelligence sharing activities specifically related to homeland security and specifically requested by a Federal agency. Allowable costs are limited to overtime associated with federally requested participation in eligible fusion activities including anti-terrorism task forces, Joint Terrorism Task Forces (JTTFs), Area Maritime Security Committees (as required by the *Maritime Transportation Security Act of 2002*), DHS Border Enforcement Security Task Forces, and Integrated Border Enforcement Teams. Grant funding can only be used in proportion to the Federal man-hour estimate, and only after funding for these activities from other Federal sources (i.e. FBI JTTF payments to State and local agencies) has been exhausted. Under no

circumstances should DHS grant funding be used to pay for costs already supported by funding from another Federal source.

Operational overtime costs. In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism, operational overtime costs are allowable for increased security measures at critical infrastructure sites. FY 2014 UASI funds for organizational costs may be used to support select operational expenses associated with increased security measures at critical infrastructure sites in the following authorized categories:

The following organization activities in support of public-private partnerships are allowable expenses:

- Program management:
 - Salary for a dedicated liaison who acts as the primary point of contact, coordinates the public-private partnership and ensures proper implementation of the strategic plan
 - Facilities, including meeting space and work space for private sector liaisons. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
 - Supplies needed to support regular communications
- Utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident
- Sustain partnership efforts to include:
 - Support for in-person meetings, events, and conferences that bring the public and private sectors together. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
 - Web-based and social media tactics (webinars, emails, newsletters, alerts, databases, online collaboration tools, website development and maintenance, etc)
 - Innovative approaches for reaching the Whole Community to include translated material for individuals who are blind and or have low vision capability and those with English as a second language and coalitions among citizens.
 - Leverage already existing structures and mechanisms, such as Citizen Corps, for sharing information and engaging members of the Whole Community to include: for-profit and not-for-profit entities, faith based and community organizations, youth-serving and youth advocates, those that support socio-economic and diverse cultures
- Structures and mechanisms for information sharing between the public and private sector:
 - Tools, software, programs, and other mechanisms that support two-way information sharing during normal and emergency operations
 - Means to receive input or feedback from the private sector, and encourage participation from civic leaders from all sectors
 - Regular and timely communications on subjects relating to all phases of emergency management, such as newsletters, emails, and alerts

- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors
 - Web-based and new media platforms that allow real-time information exchange
 - Asset mapping, such as participation in FEMA's Total Asset Visibility and LogViz initiatives
 - A seat(s) in the emergency operation center, or virtual EOC Operational Support:
 - Tools for identifying and tracking available paid and unpaid disaster response resources
 - Dedicated space and equipment for private sector representation within a State, county, or city emergency operation center
 - A dedicated business emergency operations center that works with the State, county or city EOC (not construction)
 - Tools for real time information sharing between the public and private sector
 - Licensing, screening, or other requirements for access to real EOC or virtual EOC
- Backfill and overtime expenses for staffing fusion centers;
 - Hiring of contracted security for critical infrastructure sites;
 - Public safety overtime (as defined in this FOA);
 - Title 32 or State Active Duty National Guard deployments to protect critical infrastructure sites, including all resources that are part of the standard National Guard deployment package (Note: Consumable costs, such as fuel expenses, are not allowed except as part of the standard National Guard deployment package); and
 - Increased border security activities in coordination with CBP, as outlined in Information Bulletin 135.

The following organization activities in support of **public-private** partnerships are allowable expenses:

- Program management:
 - Salary for a dedicated liaison who acts as the primary point of contact, coordinates the public-private partnership and ensures proper implementation of the strategic plan
 - Facilities, including meeting space and work space for private sector liaisons. Sub-recipients are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
 - Supplies needed to support regular communications
- Utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident
- Sustain partnership efforts to include:
 - Support for in-person meetings, events, and conferences that bring the public and private sectors together. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities

- Web-based and social media tactics (webinars, emails, newsletters, alerts, databases, online collaboration tools, website development and maintenance, etc)
- Innovative approaches for reaching the Whole Community to include translated material for individuals who are blind and or have low vision capability and those with English as a second language and coalitions among citizens.
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 - Tools, software, programs, and other mechanisms that support two-way information sharing during normal and emergency operations
 - Means to receive input or feedback from the private sector, and encourage participation from civic leaders from all sectors
 - Regular and timely communications on subjects relating to all phases of emergency management, such as newsletters, emails, and alerts
- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors
 - Web-based and new media platforms that allow real-time information exchange
 - Asset mapping, such as participation in FEMA's Total Asset Visibility and LogViz initiatives
 - A seat(s) in the emergency operation center, or virtual EOC Operational Support:
 - Tools for identifying and tracking available paid and unpaid disaster response resources
 - Dedicated space and equipment for private sector representation within a county or city emergency operation center
 - A dedicated business emergency operations center that works with the county or city EOC (not construction)
 - Tools for real time information sharing between the public and private sector
 - Licensing, screening, or other requirements for access to real EOC or virtual EOC

12.3 Equipment

The 21 allowable prevention, protection, mitigation, response, and recovery equipment categories and equipment standards for FY 2014 HSGP are listed on the web-based version of the Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB), at <http://llis.gov/>. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

FY 2014 HSGP funds used to support emergency communications activities should comply with the *FY 2013 SAFECOM Guidance for Emergency Communication Grants*, including provisions on technical standards that ensure and enhance interoperable communications. Emergency

communications activities include the purchase of Interoperable Communications Equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission Waiver Order. SAFECOM guidance can be found at <http://www.safecomprogram.gov>. Grant funds may be used for the procurement of medical countermeasures. Procurement of medical countermeasures must be conducted in collaboration with State/city/local health department who administer Federal funds from the Department of Health and Human Services for this purpose. Procurement must have a sound threat based justification with an aim to reduce the consequences of mass casualty incidents during the first crucial hours of a response. Prior to procuring pharmaceuticals, grantees must have in place an inventory management plan to avoid large periodic variations in supplies due to coinciding purchase and expiration dates. Hubs are encouraged to enter into rotational procurement agreements with vendors and distributors. Purchases of pharmaceuticals must include a budget for the disposal of expired drugs within the period of performance of the FY 2014 HSGP. The cost of disposal cannot be carried over to another FEMA grant or grant period.

12.4 Training

The Regional Exercise and Training Program will be responsible for reviewing and approving all training requests. Allowable training-related costs under UASI include the establishment, support, conduct, and attendance of training specifically identified under the UASI grant program and/or in conjunction with emergency preparedness training by other Federal agencies (e.g., HHS, DOT).

Allowable training activities include, but are not limited to:

- Overtime and backfill for public safety, emergency preparedness and response personnel attending FEMA-sponsored and approved training classes
- Overtime and backfill for public safety, emergency preparedness and response personnel attending FEMA-sponsored and approved training classes
- Overtime and backfill expenses for part-time and volunteer public safety and emergency response personnel participating in FEMA training
- Training workshops and conferences
- Full-time or part-time staff or contractors/consultants
- Travel
- Supplies
- Tuition for higher education
- Training conducted using UASI funds should seek to address a gap identified in the Strategy, or through the Bay area's several specific training plans, an After Action Report/Improvement Plan (AAR/IP) or contribute to building a capability that will be evaluated through an exercise.

12.5 Exercise

The Regional Exercise and Training Program will be responsible for reviewing and approving Exercise requests. Exercises should be used to provide the opportunity to demonstrate and

validate skills learned in training, as well as to identify training gaps. Any training or training gaps should be identified in the Strategy, AAR/IP and/or addressed in the Bay Area training plans and cycle. Exercises must be managed and executed in accordance with the Bay Area's Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP Guidance for exercise design, development, conduct, evaluation, and improvement planning is located at <https://www.llis.dhs.gov/hseep>. The HSEEP Library provides sample exercise materials and templates. Allowable exercise activities include, but are not limited to:

- Design, develop, conduct, and evaluate an exercise
- Exercise planning workshop
- Full-time or part-time staff or contractors/consultants
- Overtime and backfill costs, including expenses for part-time and volunteer emergency response personnel participating in FEMA exercises
- Implementation of HSEEP
- Travel
- Supplies

All exercises using UASI funding must be NIMS/SEMS compliant. More information is available online at the NIMS Integration Center, <http://www.fema.gov/emergency/nims/index.shtm>.

Maintenance and Sustainment

The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active and future grant awards, unless otherwise noted.

FY 2014 grant funds are intended to support projects that build and sustain the core capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the Nation. In order to meet this objective, the policy set forth in GPD's IB 379 (Guidance to State Administrative Agencies to Expedite the Expenditure of Certain DHS/FEMA Grant Funding) allows for the expansion of eligible maintenance and sustainment costs which must be in 1) direct support of existing capabilities; (2) must be an otherwise allowable expenditure under the applicable grant program; (3) be tied to one of the core capabilities in the five mission areas contained within the Goal, and (4) shareable through the Emergency Management Assistance Compact. Additionally, eligible costs must also be in support of equipment, training, and critical resources that have previously been purchased with either Federal grant or any other source of funding other than DHS/FEMA preparedness grant program dollars.

12.6 Law Enforcement Terrorism Prevention Allowable Costs

The following activities are eligible for use of LETPA focused funds:

- Maturation and enhancement of fusion centers, including information sharing and analysis, target hardening, threat recognition, and terrorist interdiction, and training/hiring of intelligence analysts;
- Implementation and maintenance of the Nationwide SAR Initiative (NSI), including training for front line personnel on identifying and reporting suspicious activities;
- Implementation of the “If You See Something, Say Something™” campaign to raise public awareness of indicators of terrorism and violent crime and associated efforts to increase the sharing of information with public and private sector partners, including nonprofit organizations;
- Training for countering violent extremism; development, implementation, and/or expansion of programs to engage communities that may be targeted by violent extremist radicalization; and the development and implementation of projects to partner with local communities to prevent radicalization to violence, in accordance with the Strategic Implementation Plan (SIP) to the National Strategy on Empowering Local Partners to Prevent Violent Extremism in the United States; and
- Increase physical security, via law enforcement personnel and other protective measures by implementing preventive and protective measures related to at-risk nonprofit organizations.

12.7 Critical Emergency Supplies

In furtherance of DHS’s mission, critical emergency supplies, such as shelf stable food products, water, and basic medical supplies are an allowable expense under UASI. Prior to allocating grant funding for stockpiling purposes, Proposers must have FEMA’s approval of a five-year viable inventory management plan which should include a distribution strategy and related sustainment costs if planned grant expenditure is over \$100,000.

The inventory management plan and distribution strategy, to include sustainment costs, will be developed and monitored by FEMA GPD with the assistance of the FEMA Logistics Management Directorate (LMD). GPD will coordinate with LMD and the respective FEMA Region to provide program oversight and technical assistance as it relates to the purchase of critical emergency supplies under UASI. GPD and LMD will establish guidelines and requirements for the purchase of these supplies under UASI and monitor development and status of the State’s inventory management plan and distribution strategy.

12.8 Construction and Renovation

Project construction using UASI funds may not exceed the greater of \$1,000,000 or 15% of the grant award. For the purposes of the limitations on funding levels, communications towers are not considered construction.

Written approval must be provided by FEMA prior to the use of any HSGP funds for construction or renovation. When applying for construction funds, including communications towers, at the time of application, Proposers are highly encouraged to submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits and documents, and to have completed as many steps as possible for a successful EHP review in

support of their proposal for funding (e.g., completing the FCC's Section 106 review process for tower construction projects; coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects). FEMA is legally required to consider the potential impacts of all projects on environmental resources and historic properties. Proposers must comply with all applicable environmental planning and historic preservation (EHP) laws, regulations, and Executive Orders (EOs) in order to draw down their FY 2014 HSGP grant funds. To avoid unnecessary delays in starting a project, proposers are encouraged to pay close attention to the reporting requirements for an EHP review. For more information on FEMA's EHP requirements, please refer to Information Bulletins 329 and 345 (<http://www.fema.gov/government/grant/bulletins/index.shtm>).

FY 2014 HSGP Proposers wishing to use funds for construction projects must comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*). Recipients must ensure that their contractors or subcontractors for construction projects pay workers employed directly at the work-site no less than the prevailing wages and fringe benefits paid on projects of a similar character. Additional information, including Department of Labor wage determinations, is available from the following website: <http://www.dol.gov/compliance/laws/comp-dbra.htm>.

12.9 Personnel

Personnel hiring, overtime, and backfill expenses are permitted under this grant in order to perform allowable FY 2014 HSGP planning, training, exercise, and equipment activities. A personnel cost cap of up to 50 percent (50%) of total grant program funds may be used for personnel and personnel-related activities as directed by the *Personnel Reimbursement for Intelligence Cooperation and Enhancement (PRICE) of Homeland Security Act* (Public Law 110-412).

In general, the use of grant funds to pay for staff and/or contractor regular time or overtime/backfill is considered a personnel cost. FY 2014 grant funds may not be used to support the hiring of any personnel for the purposes of fulfilling traditional public health and safety duties or to supplant traditional public health and safety positions and responsibilities.

12.10 Operational Packages

Proposers may elect to pursue operational package (OPack) funding, such as Canine Teams, Mobile Explosive Screening Teams, and Anti Terrorism Teams, for new capabilities as well as sustain existing OPacks. Proposers must commit to minimum training standards to be set by the Department for all federally funded security positions. Proposers must also ensure that the capabilities are able to be deployable, through EMAC, outside of their community to support regional and national efforts. When requesting OPacks-related projects, Proposers must demonstrate the need for developing a new capability at the expense of sustaining existing core capability.

Proposers are reminded that personnel-related activities associated with OPacks will be subject to the PRICE Act requirements in which up to 50 percent (50%) of FY 2014 funding may be used for personnel costs.

12.11 Unallowable Costs

Per FEMA policy, the purchase of weapons and weapons accessories is not allowed with HSGP funds.

Per the Anti-Deficiency Act, federal government personnel, or representatives thereof, are prohibited from participation in projects awarded to sub grantees. This includes the solicitation, selection and monitoring of sub grantees.

DRAFT



FY2015 UASI PROJECT PROPOSAL FORM

draft

SAMPLE FORM ONLY! DO NOT USE

1. OVERVIEW

HUB, Core City or Regional

Operational Area

Agency

Project Name

Total Project Cost

Allocation Requested

Minimum Allocation Request

PROJECT LEAD CONTACT INFORMATION

Name

Title

Business Phone

E-mail

Cell

Fax

DEPARTMENT HEAD CONTACT INFORMATION

Name

Title

Phone

E-mail

Department Head Approval

Yes No

2. PROJECT DESCRIPTION

Provide a description of this project, including the planning, organization, equipment, training, and/or exercises that will be involved

PROJECT SUMMARY

Provide a brief description of your project.

A maximum of 375 character limit is allowed for this response

PROJECT DESCRIPTION

Describe the individual elements of your project using the POETE model (Planning, Organization, Equipment, training and Exercise). Be specific in your description.

A maximum of 1200 character limit is allowed for this response.

PROJECT ACCOMPLISHMENT SUMMARY

Provide a brief specific description of the results to be achieved by this investment.

A maximum of 375 character limit is allowed for this response.

3. CORE CAPABILITIES For more information [CLICK HERE](#) to go to the FEMA Core Capabilities web page

Primary Core Capability

4. COMPLIANCE REQUIREMENTS

Check Corresponding Box *Check all that apply*

- This project will require a Request For Proposal
- This project will require a Performance Bond
- This project will require a Sole Source
- This project will require an Environmental & Historic Preservation
- This project will require an Emergency Operation Center Request Form
- This project will require a Watercraft Request Form
- This project will require an Aviation Request Form
- This project will require grant funded personnel (no supplanting)

Forms Hyper Links: [SOLE SOURCE](#) [EHP](#) [EOC](#) [WATERCRAFT](#) [AVIATION](#)

5. POETE SOLUTION AREA

Provide the proposed funding amount to be obligated from this investment towards the primary Planning, Organization, Equipment, Training, and Exercises (POETE) Solution Area. (Please provide amounts for all that apply)

Planning	<input type="text"/>
Organization	<input type="text"/>
Equipment	<input type="text"/>
Training	<input type="text"/>
Exercises	<input type="text"/>
Total	<input type="text"/>
LETPA Amount	<input type="text"/>

THE ORGANIZATION FIELD IS FOR FUSION CENTER USE ONLY

(Law Enforcement Terrorism Prevention Activities)

For more information [CLICK HERE](#) to go to the FEMA Preparedness Grants Authorized Equipment List (RKB)

AEL#		QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#		QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#		QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#		QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#		QTY	<input type="text"/>	Amount	<input type="text"/>
AEL#	21GN-00-STAX Sales Tax			Sales Tax	<input type="text"/>
AEL#	21GN-00-SHIP Shipping			Shipping	<input type="text"/>
AEL#	21GN-00-INST Installation			Installation	<input type="text"/>
PERFORMANCE BOND ESTIMATION (1-4% OF EQUIPMENT COST)					Performance Bond <input type="text"/>
					EQUIPMENT TOTAL <input type="text"/>

6. ALIGNMENT WITH THE 2015 PRIORITY CAPABILITY OBJECTIVES AND BAY AREA HOMELAND SECURITY STRATEGY

For more information [CLICK HERE](#) to go to the 2014 Bay Area Homeland Security Strategy Goals and Objectives

SELECT ONLY ONE GOAL and up to two Objectives within that goal for this project

Project Goal

Goal 1. Strengthen the Regional Risk Management and Planning Program

Objective

Goal 2. Enhance Information Analysis and Infrastructure Protection Capabilities

Objective

Goal 3. Strengthen Communications Capabilities

Objective

Goal 4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities

Objective

Objective

Goal 5. Enhance Medical and Public Health Preparedness

Objective

Goal 6. Strengthen Emergency Planning and Citizen Preparedness Capabilities

Objective

Objective

Goal 7. Enhance Recovery Capabilities

Objective

Goal 8. Enhance Homeland Security Exercise, Evaluation and Training Programs

Objective

7. PROJECT MILESTONES

Identify up to ten milestones to be achieved before the end of the twelve month period of performance under the FY 2015 UASI grant. Exact start and end dates of the period of performance are highly subject to change, due to currently unknown state and federal guidance. Our current best guess of the time frame is December 1, 2015 to December 31, 2016. Some Milestones can be achieved prior to the allocation of funding. No purchases can be made prior to completing the execution of your MOU. **For dates use (mm-dd-yyyy). Project Time is the number of months, round up**

Project Start

Project End

Project Time

Milestone #1

of days **from** the Project Start Date to complete this Milestone:

Milestone #2

of days **from** the Project Start Date to complete this Milestone:

Milestone #3

of days **from** the Project Start Date to complete this Milestone:

Milestone #4

of days **from** the Project Start Date to complete this Milestone:

Milestone #5

of days **from** the Project Start Date to complete this Milestone:

Milestone #6

of days **from** the Project Start Date to complete this Milestone:

Milestone #7

of days **from** the Project Start Date to complete this Milestone:

Milestone #8

of days **from** the Project Start Date to complete this Milestone:

Milestone #9

of days **from** the Project Start Date to complete this Milestone:

Milestone #10

of days **from** the Project Start Date to complete this Milestone:

8. RESOURCE TYPING

Complete this section for Equipment and Training Projects only

Instructions:

1. Choose from the drop-down menu to select whether the project is equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.
 - 1a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.
2. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .
3. Choose the Primary Core Capability that the Typed Resource supports.
4. Enter the cost of the equipment or training.
5. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

For more information [CLICK HERE](#) to go to the FEMA Resource Typing web site

Equipment or Training

NIMS Typed Disciplines

**NIMS Typed
Resource Supported**

NIMS Type #

**State/Local Typed Resource
Supported (if applicable)**

**Typed Equipment to be
Purchased**

**# of Personnel Trained for
Typed Teams**

**# of Typed Teams
Trained**

**Sustain Current Capability or
Add New Capability**

**Primary Core Capability
Supported**

**Cost of Typed Equipment or
Training**

Comments

*A maximum of 300 character limit
is allowed for this response*

BEFORE YOU SUBMIT YOUR PROJECT PROPOSAL, PLEASE SAVE THE FILE AND EMAIL IT TO: david.frazer@sonoma-county.org Report any problems to David Frazer 707-565-1108.



To: Bay Area UASI Approval Authority
From: Catherine Spaulding, Assistant General Manager
Date: September 11, 2014
Re: Item #5: 2014 THIRA

Staff Recommendation:

None

Action or Discussion Items:

Discussion only

Discussion:

The Threat and Hazard Identification and Risk Assessment (THIRA) is a four step common risk assessment process that helps stakeholders to understand risks and estimate capability requirements. FEMA requires all states, UASIs, and tribal nations to complete a THIRA on an annual basis. Fortunately, this year FEMA has not changed its requirements for completing the THIRA, and it has issued its guidance on the topic earlier, providing stakeholders with more time before the December 31st due date.

The Management Team has two focus areas for the 2014 THIRA:

- 1) Updating the draft scenarios to account for climate change-related impacts
- 2) Receiving more stakeholder input through a region-wide consultation workshop

Key Dates:

- Monday September 22 – Management Team distributes updated draft scenarios to Advisory Group and other interested stakeholders
- Thursday October 16 – THIRA consultation workshop
- Thursday November 13 – THIRA presented to the Approval Authority for review

Jason Carroll, Haystax Technology Project Manager, will provide a background briefing on the THIRA and its requirements. Haystax is contracted by Cal OES to support the preparation of all California UASI THIRAs.

BAY AREA UASI

2014 Threat and Hazard Identification and Risk Assessment (THIRA)

Approval Authority Meeting
September 11, 2014



THIRA Based on DHS Guidance & Analytics

DHS Guidance

Guidance Docs

- CPG 201 2nd Edition
- National Preparedness Goal
- HSGP Guidance

DHS Concepts

- Whole Community
- Core Capabilities
- National Preparedness System

Analytical Approach

Data Driven Inputs

- Risk Analysis
- Capability Assessment
- Gap Analysis

Local SME Inputs

- CIKR Catalog
- Risk Verification
- Capability Verification
- Project Lists - UASI, Mitigation, etc.

THIRA



Major Components of the THIRA

- This THIRA is organized around the following components:
 - Step 1: Identify the Threats and Hazards of Concern
 - Step 2: Give the Threats and Hazards Context
 - Step 3: Establish Capability Targets
 - Step 4: Apply the Results



Step 1: Identify Threats & Hazards of Concern



Identify all threats and hazards that are currently analyzed by or of concern to your UASI:

- Natural
- Technological
- Human-caused

Identify at least one scenario in each of the 3 categories above, to be the focus of further analysis based on:

- Threat and likelihood data
- Risk data
- Current events

Natural	Technological	Human-caused
Resulting from acts of nature	Involves accidents or the failures of systems and structures	Caused by the intentional actions of an adversary
<ul style="list-style-type: none"> • Earthquake • Wildfire • Flood 	<ul style="list-style-type: none"> • Oil Spill 	<ul style="list-style-type: none"> • VBIED • Cyber



Step 2: Give the Threats and Hazards Context



Create descriptions of SIX threats and hazards identified in Step 1 by leveraging:

- Threat likelihood data
- High risk critical infrastructure and key resources
- Geo-spatial depiction of region

Strike a balance between too general and too specific, to ensure practical application:

- Leverage standard, consistent definitions
- Customize definitions based on your UASIs individual data and profile

Threat/ Hazard Group	Threat/Hazard Type
Natural	Earthquake
	<p>Description: At approximately 2:00 PM USGS reported an earthquake occurred just outside the entrance to the San Francisco Bay, west of the Golden Gate Bridge. A foreshock preceded the main shock by 20 to 25 seconds. The estimated magnitude of the main shock is M 7.9 in widespread areas of the most severely affected counties. The earthquake's ground shaking effects lasted for 45 to 60 seconds. The earthquake ruptured approximately 300 miles of the northern segment of the San Andreas fault, from the San Juan Bautista area in the south to Cape Mendocino in the north.</p>



Step 3: Establish Capability Targets



Identify desired outcomes and estimated impacts by:

- Using risk analysis outputs to provide an analytic framework
- Examining each core capability in context of high risk jurisdictions and sectors
- Reviewing the vulnerability and consequence inputs for your UASI
- Incorporating guidance from CPG 201 with regard to quantifying outcomes

Threat/ Hazard Description	Fatality Management Impact
Earthquake	6,600 fatalities. Local coroner/ medical examiner resources and resources available through mutual aid in Region II will be overwhelmed by the number of fatalities and the requirements for transportation, storage, identification, and coordination with families, both immediately and over the long term. Resources from other regions will be deployed through the Coroners Mutual Aid system but will have difficulty reaching the affected area due to damage to infrastructure.



Step 3: Establish Capability Targets



Set Capability Targets Grounded in Analytics:

- Conduct capability assessment to measure current abilities
- Map capability assessment to risk to identify risk-based gap
- Gap analysis drives targets in a data-driven, analytically sound manner
- Map desired outcomes and estimated impacts together to inform capability targets

Core Capability	Desired Outcome
Fatality Management	<p>During the first 72 hours of an incident, conduct operations to recover fatalities.</p> <p>During the first 7 days of an incident, develop and implement a plan for storage and identification of remains and reunification of bodies with family members.</p>
	<p>Bay Area agencies, (e.g., medical examiner/coroner, law enforcement, public health, medical health, and emergency management) are able to coordinate with Federal Disaster Mortuary Operational Response Teams (DMORT) to ensure the proper recovery, handling, identification, transportation, tracking, storage, and disposal of human remains and personal effects; certify cause of death; and facilitate Family Assistance Centers (FAC) to provide access to mental/ behavioral health services for the family members, responders, and survivors of an incident.</p>
<p>Capability Target: During the first 72 hours of an incident, begin to conduct operation to recover 6,600 fatalities. During the first 7 days, implement plan for storage and identification of remains and reunification of the 6,600 bodies with family members.</p>	

Step 4: Apply the Results



Resource Requirements:

- Output of step 4: List of resources required to achieve the identified capability targets
 - Identify the major actions needed to achieve capability targets
 - Consider the numbers and types of resources needed to complete each mission-critical activity in support of the capability targets
 - Develop resource requirements expressed as a list of NIMS-typed resources, when possible, or other standardized resources

Core Capability: Mass Search and Rescue Operations

Capability Target

Within 72 hrs, rescue:

- 5,000 people in 1,000 completely collapsed buildings
- 10,000 people in 2,000 non-collapsed buildings
- 20,000 people in 5,000 buildings
- 1,000 people from collapsed light structures

Resource Requirement

Resources	Number Required
Type I US&R Task Forces	10
Type II US&R Task Forces	38
Collapse S&R Type III Teams	100
Collapse S&R Type IV Teams	20
Collapse S&R Type I Teams	20



Thank you.

BAY AREA UASI





To: Bay Area UASI Approval Authority

From: Caroline Thomas Jacobs, Cal OES Statewide Data Sharing Coordinator

Date: September 11, 2014

Re: Item 6: California Common Operating Picture (Cal COP) Implementation Status Update

Staff Recommendation:

Discussion only

Action or Discussion Item:

The California Common Operating Picture (Cal COP) for Threat Awareness (formerly known as Digital Sandbox 7) is a cloud-based, information sharing environment available to all public safety agencies within the (8) UASI regions. Cal COP leverages local and regional risk management and critical infrastructure assessments—layered with real-time threat information—to create a vertically-integrated, statewide threat awareness picture for the public safety sector to effectively and efficiently understand complex emergencies across disciplines, agencies, and jurisdictional boundaries. Cal COP is designed to integrate with discipline-specific, core operational technologies to enhance threat awareness across law enforcement, fire, emergency management and public health agencies.

The purpose of the Cal COP Implementation Project is to launch the use of Cal COP within the four state entities—Cal OES, CHP, Cal Fire and the State Threat Assessment Center (STAC)—that were added to the Digital Sandbox 7 Master License Agreement in 2013 under the Data and Analysis Information Sharing (DAISE) contract. The project is guided by a Steering Committee, which provides strategic guidance to the project team and has decision-making authority over critical tasks with statewide impact. The day-to-day management of implementation tasks is performed by the Project Team.

Project Team

Caroline Thomas Jacobs, Statewide Project Manager
Ray Mauro, Haystax Project Manager
Randy Schullely, Brian Woodbeck & Joanne Brandani, Cal OES Div. Project Leads
Debbie Davenport, STAC Project Lead
Jay Song, CHP Project Lead
Shane Cunningham, Cal Fire Project Lead (to be confirmed)
Brent Faulkner, OCIAC/Anaheim Project Lead
Jim Patterson, NCRIC Project Lead
Kurt Wong, JRIC Project Lead
Karter Putnam, CCIC Project Lead
David Frazer, Bay Area UASI Project Lead
Mike Scott, San Diego Project Lead
Arnold Suzukamo, LAPD Project Lead
Vic Mabry, Bakersfield Fire Project Lead

Steering Committee

Nancy Ward, Cal OES
Lori Young, CHP
Mike Berndt, Matthew Hawkins & Greg Ferrero, STAC
Shane Cunningham, Cal Fire (to be confirmed)
Craig Mohar, Sacramento UASI
Craig Dzeidzic, Bay Area UASI
Alisa Finsten & Neeraj Bhatnagar LALB UASI
Ken Gominski, Alan Long & Dave Vangsness, Santa, Ana/Anaheim UASI
Mike Scott, San Diego UASI
Anthony Coletta, Riverside UASI
Mike Sena, NCRIC
Tim Miller & Alberto Martinez, OCIAC
Herb Brown, CCIC
Mark Billings & Thomas Casper, JRIC
Leslie Gardner & Tom Farris, SD-LECC

Project Timeline

Task	Due Date	Status
Agency Needs Assessments	October 1, 2014	In Progress
Agency Initial Configurations	October 1, 2014	In Progress
Concept of Operations Documentation	December 15, 2014	Not Started
Training	March 31, 2015	Not Started
Exercise Support	July 15, 2015	In Progress
After Action Report	July 31, 2015	Not Started

The project management team has completed kick-off meetings with the following:

- Cal OES Division leaders, including Response, Recovery, Fire and Rescue, Critical Infrastructure Protection, GIS Unit, State Warning Center, and Information Technology
- State Threat Assessment Center leaders, including the executive staff, the Awareness and Response Team and Strategic Analysis
- California Highway Patrol’s Information Services
- Due to the active fire season, Cal Fire has been unavailable to meet

The project team supported a pilot exercise of Cal COP during Urban Shield’s Yellow Command Regional Mass Casualty Incident Exercise on Friday, September 5. The objective was to test the ability for local, regional and state-level participants to see a common threat awareness “picture” in real time. Sunnyvale Police Department, Palo Alto Public Safety, Santa Clara County OES, San Mateo County OES, Coastal Region REOC and the State Threat Assessment Center participated in the pilot exercise.

Over the next four months, the project team will finalize the system configurations and draft the standard operational procedures for the core user types per state agency. Once the procedures are final in early 2015, we will begin the training phase of the project and then finish by exercising the operational use of Cal COP within each agency.



Digital Sandbox

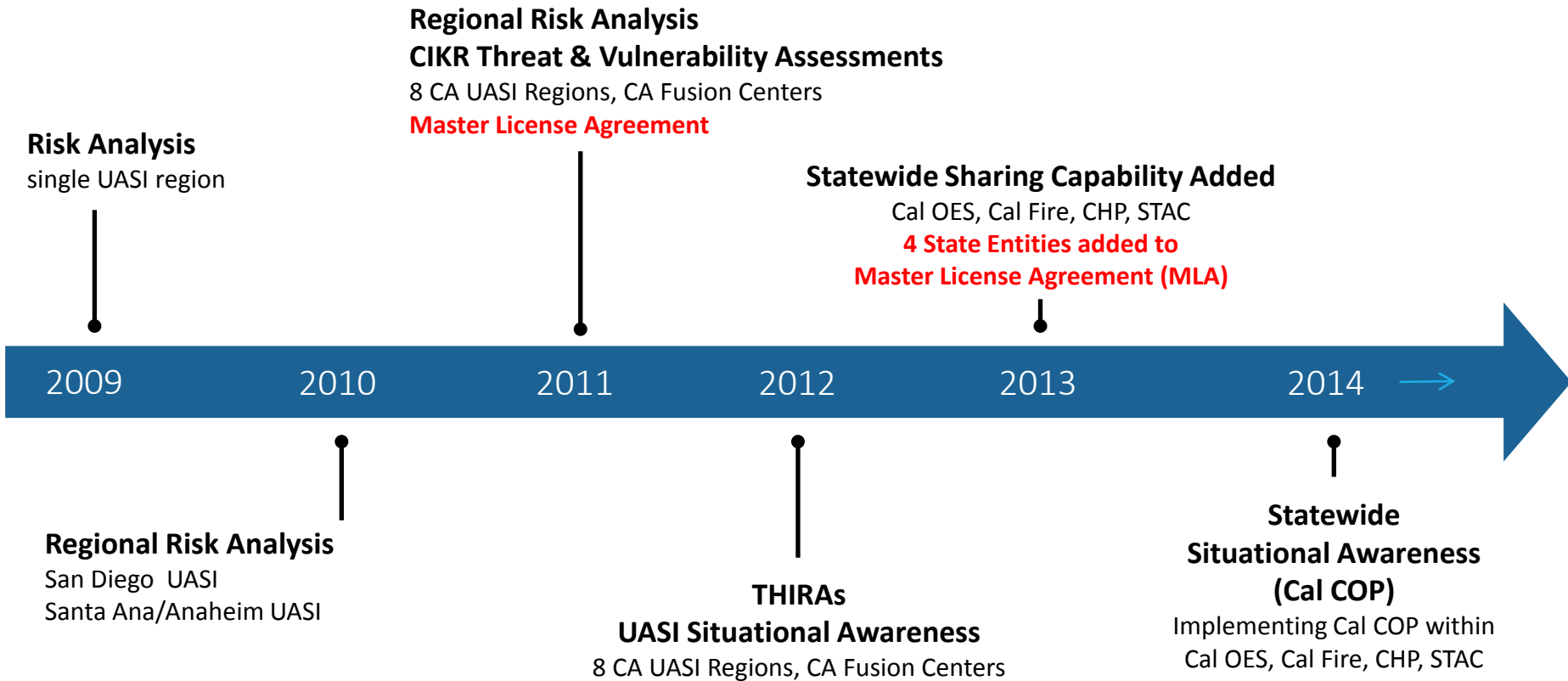
California Common Operating Picture

for Threat Awareness
(Cal COP)

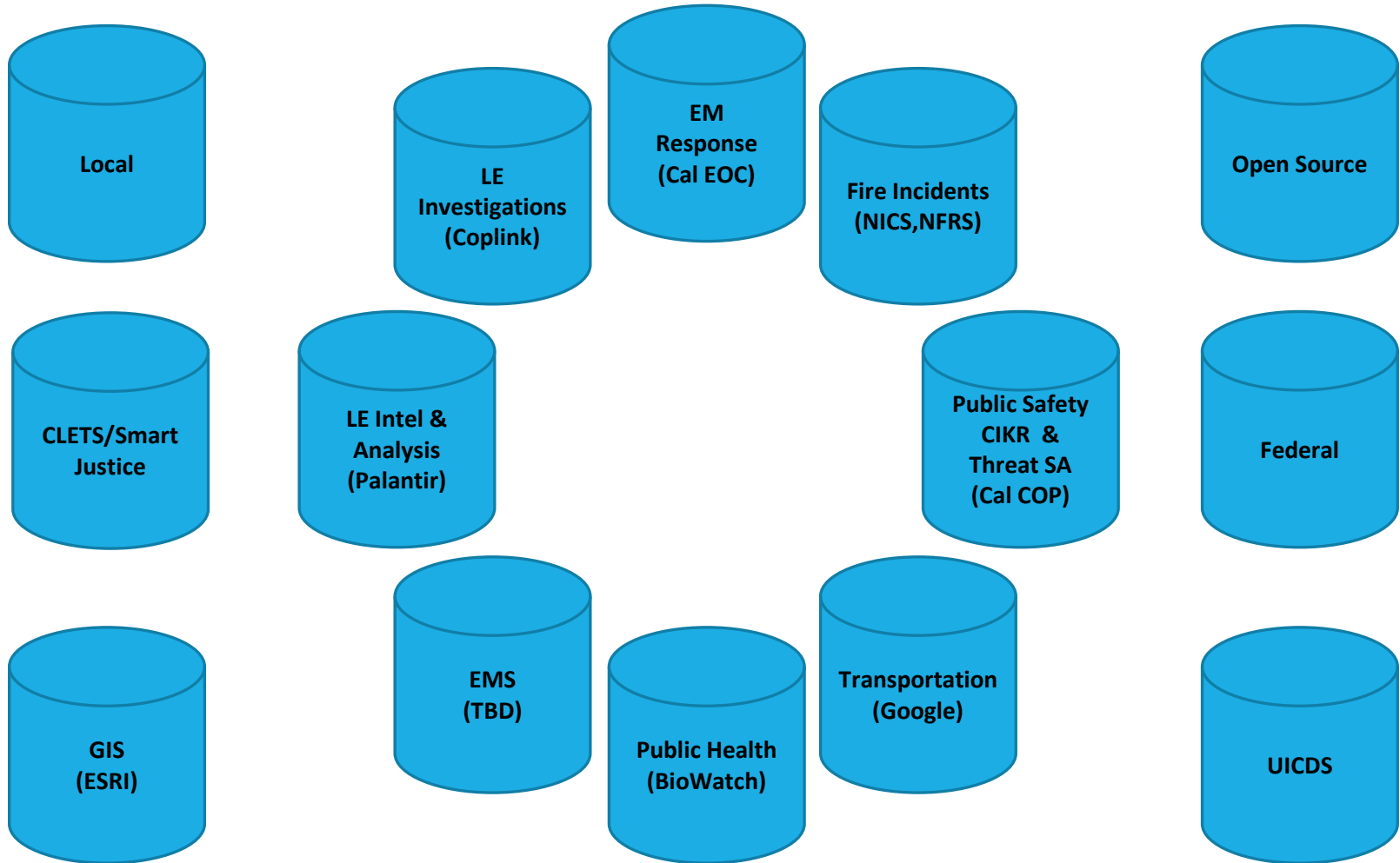
Approval Authority Briefing

September 11, 2014

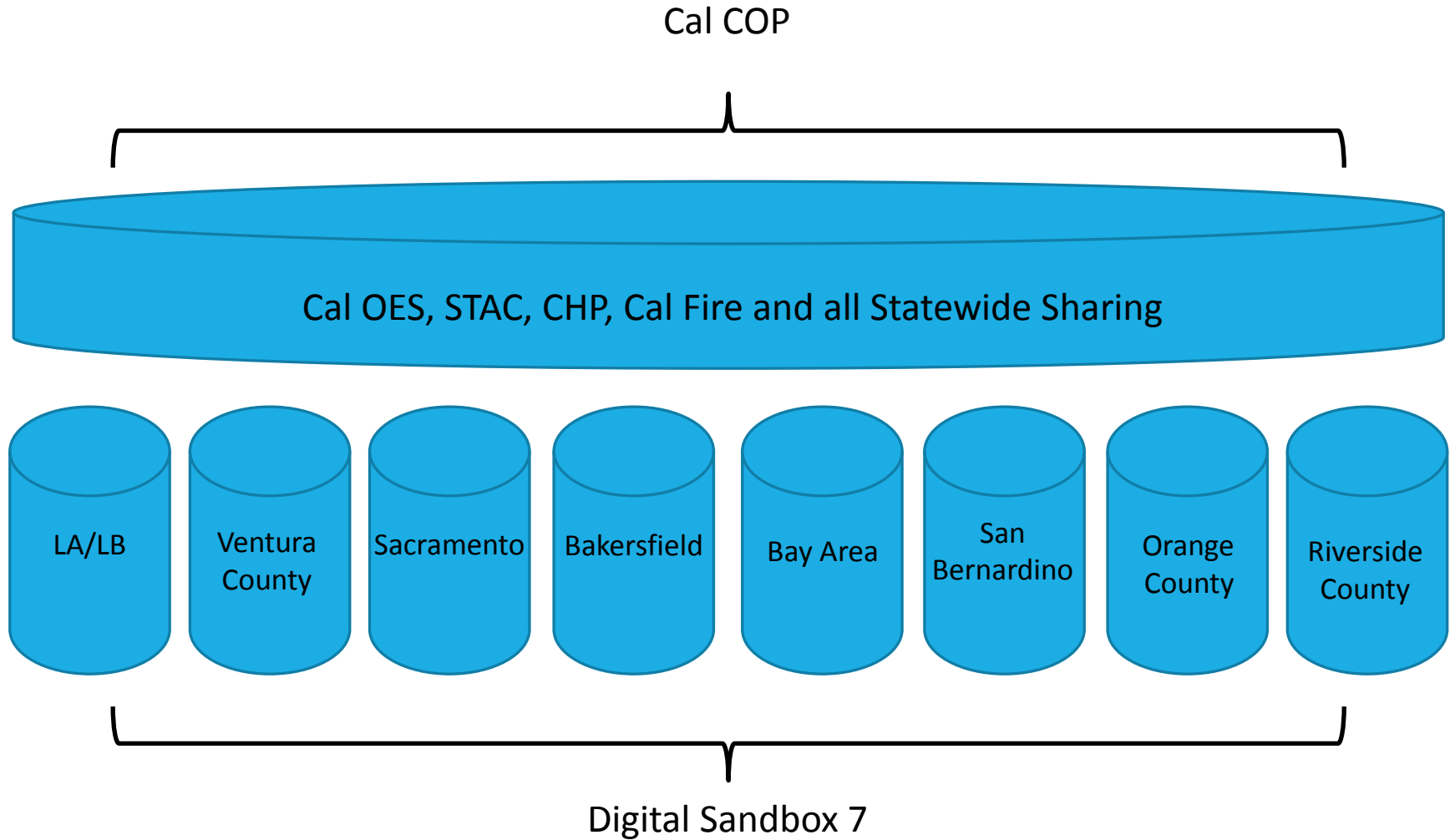
Digital Sandbox Program History



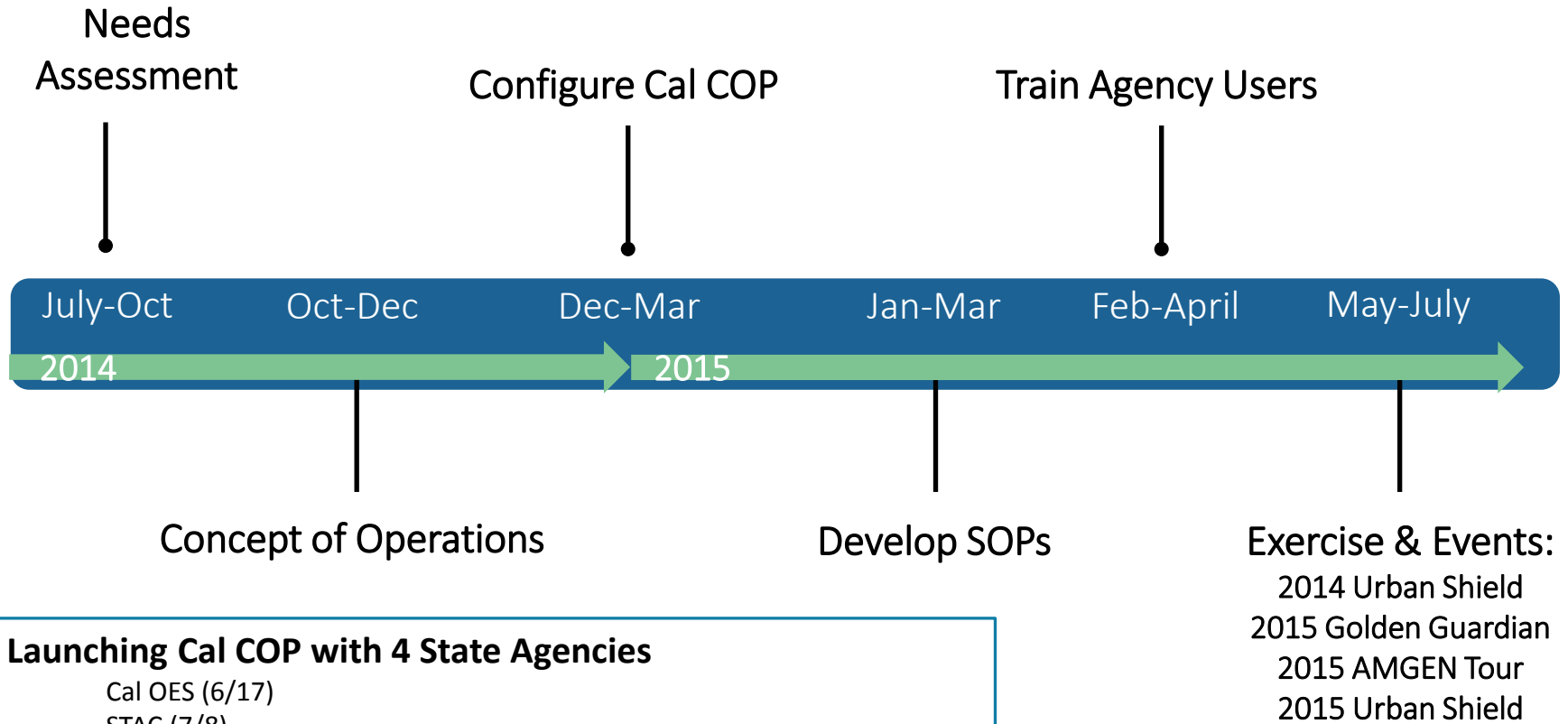
Statewide Public Safety Sharing Technologies



Cal COP Sharing Environment



Cal COP Project Timeline



Launching Cal COP with 4 State Agencies

- Cal OES (6/17)
- STAC (7/8)
- CHP (7/19)
- Cal Fire (TBD)

Rolling out Cal COP Features to DS7 Community



Vertical-integration
Pilot Exercise
September 5, 2014



Questions

Caroline Thomas Jacobs

Statewide Data Sharing Coordinator

caroline.thomasjacobs@caloes.ca.gov

(916) 874-2870 desk

(916) 200-5593 mobile



To: Bay Area UASI Approval Authority
From: Janell Myhre, Regional Program Manager
Date: September 11th, 2014
Re: Item 7: Regional Public/Private Partnership project update

Staff Recommendation:

Discussion only

Action or Discussion Item:

This update to the Approval Authority item from April 2014 provides a summary of the Public Private Partnerships tools available to the Bay Area UASI jurisdictions.

In March 2013, the Approval Authority approved funding for a regional Public Private Partnership Resiliency Initiative. The goal of the Public Private Partnership project was to establish a sustainable forum for private sector representatives to collaborate with local government public sector partners. The objective of this public-private partnership is to strengthen the community's resiliency and enhance their ability to respond and recover from catastrophic disasters.

The CalOES standard of establishing a Business Operations Center (BOC) working directly with a government Emergency Operations Center was followed. With this project, the Bay Area established a model of recruiting members from the private business sector to join a local Private Sector Advisory Committee to work in the local BOC. Private Sector members were recruited from a broad spectrum of industries, including technology, hospitality, healthcare, manufacturing, logistics, real estate, commercial development and small businesses.

The following products were developed to support sustainable operations of a Private Sector Advisory Committee and BOC in the Bay Area:

- Business Operations Center (BOC) Activation Guide: for Private Sector EOC Representatives
- Strategic Plan: Coordinating a Private Sector Advisory Committee
- Business Operations Center (BOC) Activation Guide: for Public Sector EOC Staff
- Training Videos (related to each guide or plan)

All products will be available on the Bay Area UASI website www.bayareauasi.org.

BAY AREA UASI



Regional Public/Private Partnership project update

September 11, 2014

Janell Myhre
Regional Program Manager
Bay Area UASI



Public/Private Sector Partnership Project

Goal:

The goal of the Public Private Partnership project was to establish a sustainable forum for private sector representatives to collaborate with local government public sector partners. The objective of this public-private partnership is to strengthen the community's resiliency and enhance their ability to respond and recover from catastrophic disasters.





Products Developed with the Region

- **Business Operations Center (BOC) Activation Guide:** for Public Sector EOC Staff
- **Business Operations Center (BOC) Activation Guide:** for Private Sector EOC Representatives
- **Strategic Plan:** Coordinating a Private Sector Advisory Committee
- **Training Videos** (related to each guide or plan)

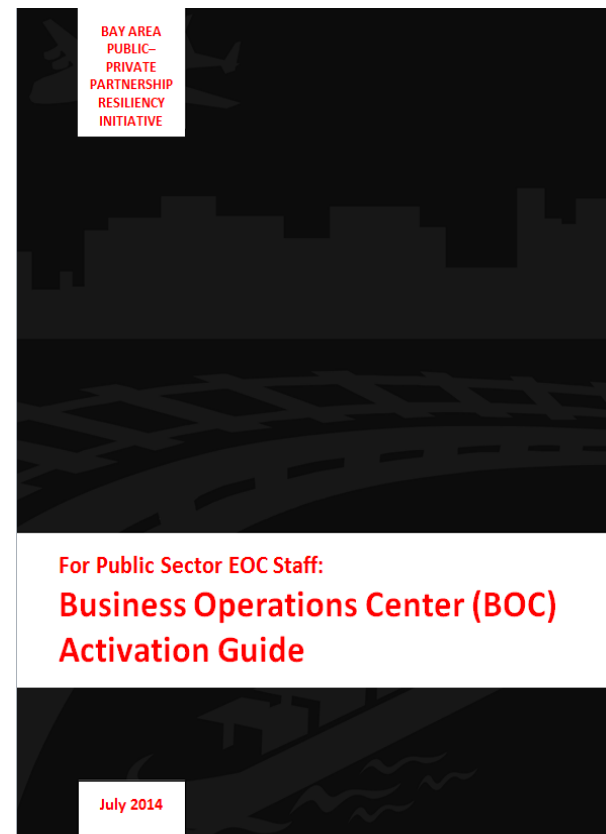




Products Developed with the Region

Business Operations Center (BOC) Activation Guide

For Public Sector EOC
Representatives





Products Developed with the Region

Business Operations Center (BOC) Activation Guide

For Private Sector EOC
Representatives



BAY AREA
PUBLIC-
PRIVATE
PARTNERSHIP
RESILIENCY
INITIATIVE

For EOC Private Sector Representatives:

**Business Operations Center (BOC)
Activation Guide**

July 2014

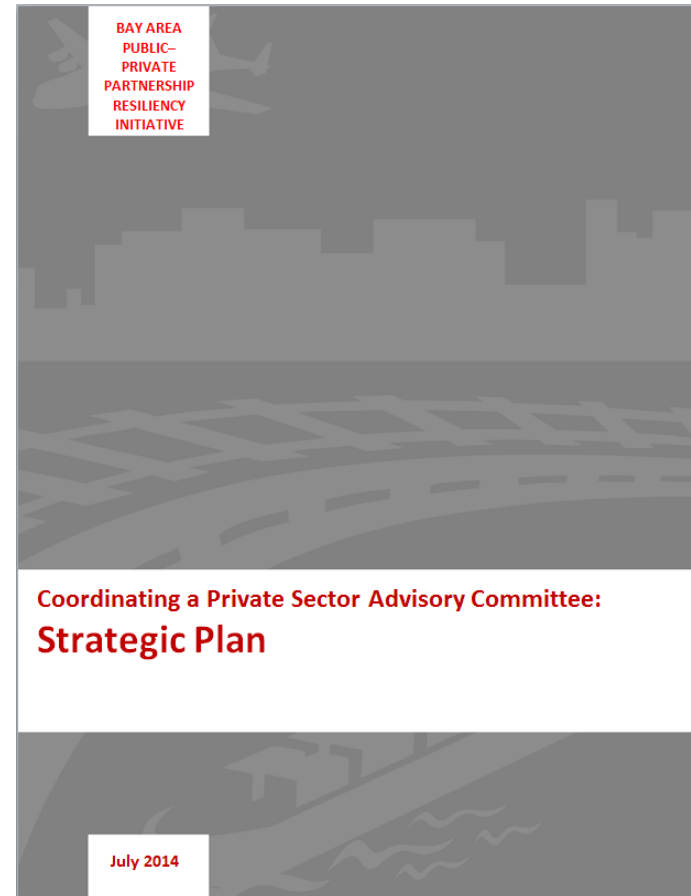




Products Developed with the Region

Strategic Plan

Coordinating a Private
Sector Advisory
Committee



Private Sector Advisory Committees

South Bay

Apple
Comerica Bank
Wells Fargo
Cisco Systems
VTA
Lockheed Martin
EORM
Merck
Palantir
FedEx
Stanford Hospital
Lam Research
PARC
PA Med Foundation
HP
Applied Materials
Western Digital
Chevron
Symantec
Comcast
Moffett Business Group
TiVo

Oakland

Kaiser Permanente
AMTRAK
Dept of Economic Workforce
Development
Community Benefits District Services
East Bay Municipal Utilities District
(EBMUD)
FedEx
Portfolio Property Investors
Rockridge Business Improvement District
Assn
Jack London Square Universal Protection
Svc
Oakland Group Universal Protection
Services
We Lead Ours
Wells Fargo

San Mateo County

Stanford Linear Accelerator
PG&E
Adobe
Gap
Electronic Arts (EA)
Intel
BOMA Silicon Valley
Facebook
Federal Express
Half Moon Bay Chambers
Mills-Peninsula Health Services
Pacifica Chamber of Commerce
Recology
Salesorce.com
SAMCEDA
San Bruno Chamber of Commerce
Virgin America
Visa
Walgreens
PG&E



Questions?

BAY AREA UASI





To: Bay Area UASI Approval Authority
From: Ethan Baker, Emergency Services Coordinator
Date: September 11, 2014
Re: Item 8: Website- Communications Update

Staff Recommendation:

No recommendation.

Action or Discussion Item:

Discussion only

Background

This is an update of the Bay Area UASI website and communications activities, including plans to enhance the website, explore a social media presence, and produce a quarterly newsletter.

During the previous year the Bay Area UASI website has been online and fully operational 100% of the time. This website not only provides our regional stakeholders with easy access to meeting and event information, but also outlines the plans, programs and strategies of the Bay Area UASI. As the website evolves we plan to incorporate the feedback received from our stakeholders about the organizational structure, features, and modules of the site to provide for an enhanced end user experience. So far, the feedback that we received suggests that our internet users want a clean, responsive design, that is easy to navigate, and intuitive.

This year we intend to introduce a grants management tool to our website that our sub-recipients can log onto, manage their account, submit invoices, and perform other grant management activities. We also plan to enhance the back and front end ability to manage content, resources, outreach, and provide analytics of how our site is used.

Additionally, the Bay Area UASI is exploring the use of social media into our overall communication strategy. This would add another platform by which the Bay Area UASI can highlight its successes, effectiveness, and its collaboration with our regional partners. Policies, procedures and protocols will be developed prior to integrating this medium into our overall communications strategy.

Lastly, following the best practices of the New York UASI we plan to launch a quarterly newsletter to provide another opportunity to update our stakeholders on the current events, news and opportunities the Bay Area UASI provides. The first issue of the newsletter will be distributed in November 2014.

BAY AREA UASI

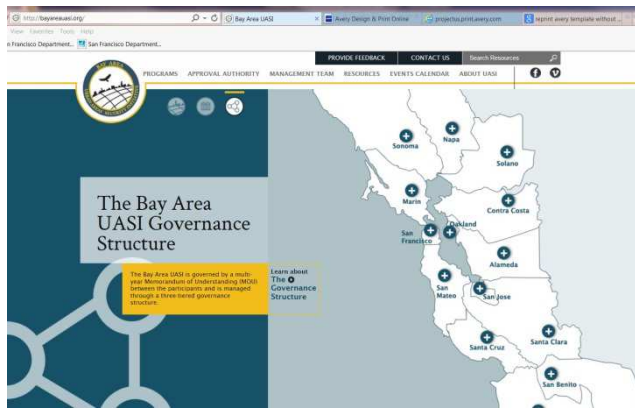
BAUASI Website/Communications Update

September 11, 2014

Ethan Baker
Emergency Services Coordinator
Bay Area UASI

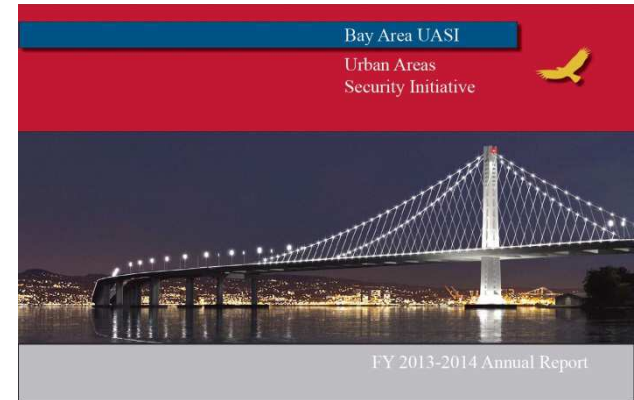


Communications Highlights 2013-14



Website Maintenance

Brochures,
Annual Report,
informational
packets.



Website Enhancement Project



Responsive Design-
improves appearance
on all devices



Website Analytics-
improves user experience



Website Enhancement Project



Develop a Grants Management System

FY2015 UASI PROJECT PROPOSAL FORM

1. OVERVIEW

H/USJ Core City or Regional: [dropdown] Operational Area: [dropdown]

Agency: [text field]

Project Name: [text field]

Total Project Cost: [text field]

Allocation Requested: [text field]

Minimum Allocation Request: [text field]

PROJECT LEAD CONTACT INFORMATION

Name: [text field] Title: [text field]

Business Phone: [text field] Email: [text field]

Cell: [text field] Fax: [text field]

Online Video Tutorials



Website Enhancement Project



Improve Website organization for easier access to resources (i.e. documents, calendars, plans)



Social Media Presence

Incorporate the use of Social Media into our communications strategy.



 **BAUASI** @BAUASI · Mar 4
Rep. Swalwell questions the Secretary of the Department of Homeland Security...
youtu.be/b6Q_C8KsINY via [@youtube](#)

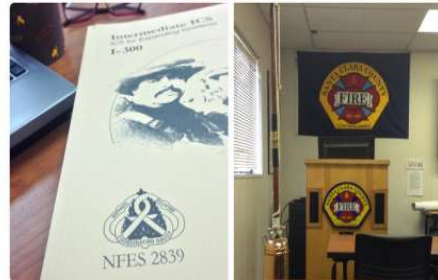
YouTube



Rep. Swalwell questions the Secretary of the Department of Homeland...

[View on web](#)

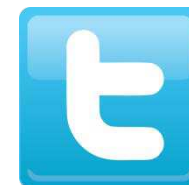
 **Jodi Traversaro** @JodiTraversaro · May 28
Thanks to the [@BAUASI](#) first responders can attend free training like #ICS300
thanks to [@scfiredept](#) pic.twitter.com/Nt2y1SaOI



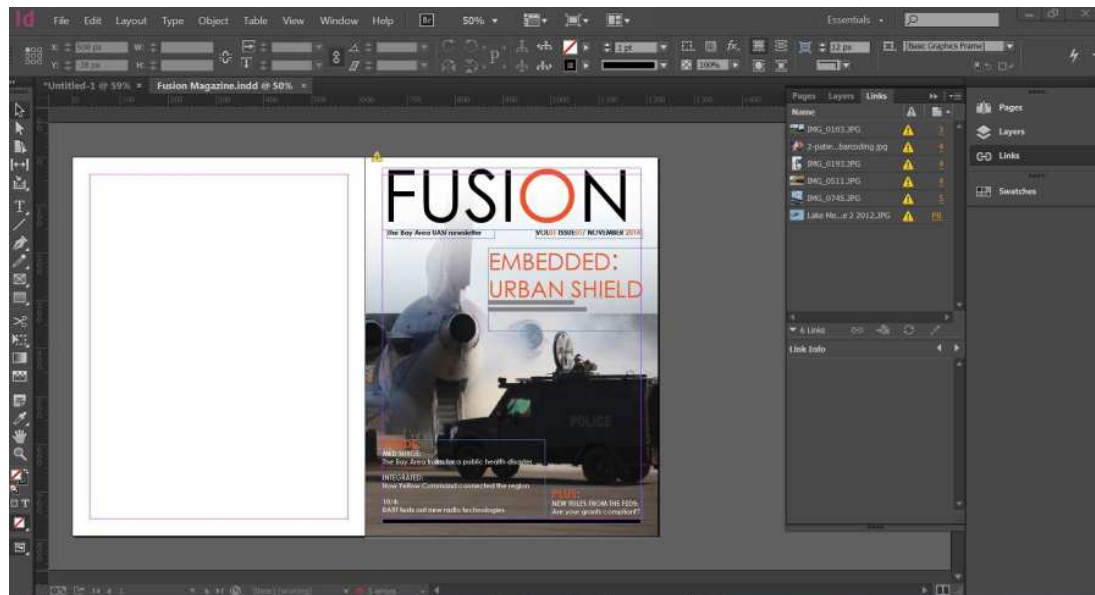
Expand

Campbell, CA

Reply Retweet Favorite More



Print Media



New Quarterly Newsletter premiering
November 2014



Questions?

BAY AREA UASI





To: Bay Area UASI Approval Authority
From: Tristan Levardo, CFO
Date: September 11, 2014
Re: Item 9: FY2012 UASI Spending Report

Staff Recommendation:

Information only

Action or Discussion Item:

Discussion only

Summary

The Bay Area UASI received an extension of the performance period up to August 31, 2014 for the FY12 UASI grant to allow for the closeout of the projects. The final unspent funds from the jurisdictions are listed below.

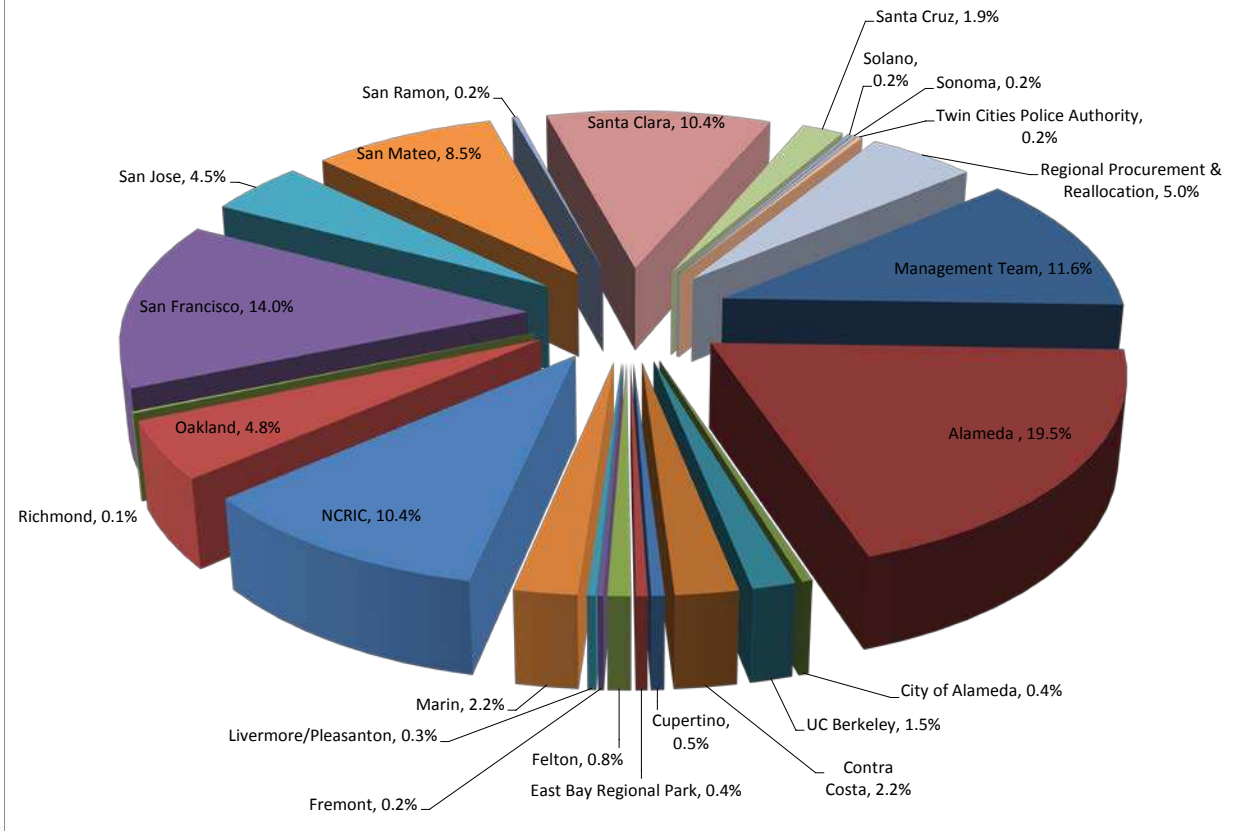
The balance of unspent funds has been used partially for the regional procurement. As approved by the Approval Authority last month, the remainder of the unspent funds is being reallocated to current below-the-line hub projects.

Financial Information:

Jurisdiction	Budget	Spent	Spent %	Obligated	Unspent Funds
Management Team	2,550,896	1,878,363	74%	672,533	
Alameda	4,549,332	4,266,081	94%		283,251
City of Alameda	79,290	79,290	100%		
BART	19,170				19,170
UC Berkeley	327,226	327,226	100%		
Contra Costa	508,700	473,037	93%		35,663
Cupertino	100,000	100,000	100%		

Jurisdiction	Budget	Spent	Spent %	Obligated	Unspent Funds
East Bay Regional Park	88,180	88,180	100%		
Felton	175,000	175,000	100%		
Fremont	50,000	41,794	84%		8,206
Livermore/Pleasanton	65,000	65,000	100%		
Marin	477,235	475,271	99%		1,964
NCRIC	2,283,338	2,283,009	100%		329
Oakland	1,091,000	1,059,949	97%		31,051
Richmond	32,300	30,259	94%		2,041
San Francisco	3,431,273	3,080,971	90%		350,302
San Jose	1,000,000	983,311	98%		16,689
San Mateo	2,164,623	1,861,430	86%		303,193
San Ramon	55,000	52,468	95%		2,532
Santa Clara	2,299,980	2,281,863	99%		18,117
Santa Cruz	432,000	421,915	98%		10,085
Solano	50,500	46,806	93%		3,694
Sonoma	48,409	37,570	78%		10,839
Twin Cities Police Authority	52,860	52,860	100%		
Total	21,931,312	20,161,653	92%	672,533	1,097,126

FY12 UASI Spending



UASI Approval Authority and Management Team Tracking Tool

September 11, 2014 Approval Authority Meeting

Special Request Items/Assignments						
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
1	Regional Catastrophic Earthquake Plan Integration with State and Federal plan	Presentation	Janell Myhre	3/19/14	10/9/14	
2	Report on Cyber Focus Group	Presentation	Dave Frazer, Brian Rodrigues	3/19/14	10/9/14	
3	Rad/Nuc Working Group update	Presentation	Bruce Martin	5/13/14	10/9/14	
4	RCPGP catastrophic plan Just-In-Time training project completion	Presentation	Janell Myhre/Corinne Bartshire	3/6/13	10/9/14	
5	2015 THIRA	Presentation	Catherine Spaulding/Jason Carroll	8/14/14	11/13/14	
6	Update on the Emergency Public Information and Warning Program	Presentation	Srijesh Thapa	8/20/14	11/13/14	
7	Resource Inventory Application project update	Presentation	To Be Determined	6/15/13	1/8/15	
8	2014 Urban Shield / Yellow Command After Action Report (AAR)	Presentation	Dennis Houghtelling/Janell Myhre	3/19/13	1/8/15	
9	Approval of FY15 Projects	Presentation	Catherine Spaulding	8/20/20	3/12/15	
10	Medical-Public Health Regional Exercise close out	Presentation	Eric Shanks	4/21/14	3/12/15	
11	FY13 Regional Recovery Project close out	Presentation	Janell Myhre	4/21/14	5/8/15	

Regular Items/Assignments						
#	Name	Deliverable	Who	Date Assigned	Due Date	Status / Comments
A	UASI Quarterly Reports	Report	Tristan Levarado			Reallocation of Grant Funds – 10/9/14; FY13 UASI Spending Report – 11/13/14;
B	BayRICS JPA Quarterly Report	Report	Barry Fraser			BayRICS JPA Report: 10/9/14; 1/8/15; 4/9/15; 7/9/15; 10/8/15; 1/14/16; 4/14/16;10/13/16
C	Election of UASI Officers	Discussion & Action Item	Chair		1/8/15 (Annually)	

