



City of San Antonio

Agenda Memorandum

File Number:16-6226

Agenda Item Number: 11.

Agenda Date: 1/19/2017

In Control: City Council A Session

DEPARTMENT: SAFD

DEPARTMENT HEAD: Charles N. Hood

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

2017 Emergency Management Preparedness Grant (EMPG)

SUMMARY:

This ordinance authorizes the City of San Antonio Office of Emergency Management (COSA OEM) to apply for, accept, and appropriate, upon award, up to \$250,000 from the Office of the Texas Division of Emergency Management for the 2017 Emergency Preparedness Grant to prevent, respond to, and recover from acts of terrorism and natural disasters; authorizing an in-kind matching contribution of up to \$250,000; and authorizing a personnel complement of 2 positions.

BACKGROUND INFORMATION:

The City of San Antonio has received \$2.5 million in EMPG awards since 2003. These funds are designated to support local emergency preparedness activities to enhance the City's capability to mitigate potential hazards and respond to and recover from emergencies and disasters. The key elements of emergency preparedness are comprehensive emergency planning, emergency training, and exercising. This ordinance also approves a total personnel complement of 2 positions. These positions are essential for complying with the federal and state grant management requirements and for increasing regional preparedness capabilities against a catastrophic disaster. These positions will be funded upon receipt of the 2017 EMPG award. Allowable expenses include personnel compensation and benefits, travel, vehicle allowances, training equipment, operation and repair of administrative equipment, utility costs, janitorial and custodial services, rent and maintenance, vehicle rental, insurance and indemnification, attendance at meeting and conferences and indirect costs.

The 2 positions in the Office of Emergency Management to be funded with EMPG are:

- 1 Department Fiscal Administrator
- 1 Special Projects Manager

The Emergency Management Performance Grant (EMPG) requires in-kind match. In 2016, the City was awarded \$235,837.99 in EMPG funds.

ISSUE:

The Office of Emergency Management must submit a 2017 EMPG grant application to be eligible for 2017 grant funding and to sustain current operational capabilities. Staffing and equipment are necessary to support public safety, emergency management planning, and compliance with federal and state regulations.

ALTERNATIVES:

Non-acceptance of 2017 EMPG grant funds would prevent the Office of Emergency Management from retaining two full-time employees who perform critical planning and emergency management functions such as disaster financial management and data collection of critical infrastructure and key resources. Alternatives to not funding the personnel complement could make us not in compliance with grant mandates and eligibility requirements and unable to accept any future EMPG grant funding.

FISCAL IMPACT:

This ordinance authorizes the City of San Antonio Office of Emergency Management (COSA OEM) to apply for, accept, and appropriate, upon award, up to \$250,000 from the 2017 Emergency Management Performance Grant (EMPG). This ordinance also authorizes in-kind match necessary to accept Emergency Management Performance Grant (EMPG). The in-kind match is provided through existing general fund salaries of two Assistant Emergency Management Coordinator positions, and a Senior Project Management Specialist. This ordinance also approves a total personnel complement of 2 positions.

RECOMMENDATION:

Staff recommends approval of this ordinance to apply for and accept grant funds from the 2017 EMPG grant program, appropriate funds upon award, and authorizing the Director of Emergency Management, Mayor, or her designee, or the City Emergency Manager to execute any and all necessary documents to effectuate 2017 EMPG grant program. Staff also recommends approval of the personnel complement.

ATTACHMENT(S):

File Description	File Name
EMPG Staff Job Description	2017 EMPG Staffing

DEPARTMENT HEAD AUTHORIZATIONS:

Noel Horan, Assistant to the Director, SAFD