



KAREN BASS
MAYOR

April 4, 2024

Honorable Members of the City Council
c/o City Clerk
Room 395, City Hall

Re: Notification of Application and Award for Fiscal Year 2023 Securing the Cities Grant Program Sustainment Funding and Budget Modifications and Reappropriations for Fiscal Year 2020-2022 Awards (Council File Nos. 13-1301-S3, 13-1301-S4, and 13-1301-S7)

Dear Honorable Members:

The Securing the Cities (STC) Program is a radiological and nuclear detection program funded through a cooperative grant agreement administered by the U.S. Department of Homeland Security (DHS) Countering Weapons of Mass Destruction (CWMD) Office. Pursuant to Section 14.6 of the Los Angeles Administrative Code, my office is providing notification to the City Council of the submission of application for Fiscal Year 2023 Los Angeles-Long Beach (LA-LB) STC Sustainment funds and subsequent cooperative agreement award on August 31, 2023. The program began in 2012 and is currently in its sustainment and expansion project phase with a period of performance from September 1, 2020 through August 31, 2030.

The program and grant funds are managed and administered by my office to provide regional partners with state-of-the-art radiological and nuclear detection equipment and training. Allocations are based on forecasted spending on personnel proficiency training, drills, and regional exercises. As these investments are made, my office works to monitor spending rates and project costs to ensure complete and efficient use of funds.

As such, I am providing the attached report requesting award acceptance, budget modifications, and re-appropriation of funds for FY 23-24.

Sincerely,

KAREN BASS
Mayor

Attachment 1: Narrative & Recommendations

Attachment 2: STC Sustainment FY 23 Allocations and Budget Modifications

NARRATIVE & RECOMMENDATIONS

Fiscal Year 2023 STC Program Cooperative Agreement

Pursuant to Section 14.6 of the Los Angeles Administrative Code, the Mayor's Office of Public Safety (Mayor's Office) is providing notification to the City Council of the submission of a grant application for the Fiscal Year 2023 (FY 23) STC Sustainment Program cooperative agreement administered by the U.S. Department of Homeland Security (DHS) Countering Weapons of Mass Destruction (CWMD). Additionally transmitted herewith for City Council consideration are budget modifications for the continuation of Fiscal Year 2020 (FY 20), Fiscal Year 2021 (FY 21), Fiscal Year 2022 (FY 22) Securing the Cities Program Sustainment (STC Sustainment) awards (Council File Nos. 13-1301-S3, 13-1301-S4, 13-1301-S7). There is no match requirement for this grant.

Fiscal Year 2023 Application and Award

DHS CWMD released the STC Program Sustainment FY 23 letter to apply on July 10, 2023. The Mayor's Office submitted an application for funding on behalf of the LA-LB STC Program on August 3, 2023. The City of Los Angeles was awarded \$1,000,000 on August 31, 2023, for Budget Period 4 dating September 1, 2023 through August 31, 2024 (Attachment 2). The award also approves carryover funding from FY 20, FY 21, and FY 22 awards in the amount of \$4,594,651.77 to be utilized in the same budget period.

The FY 23 STC budget of \$1,000,000 reflects the following grantor approved projects:

Preventive Radiological and Nuclear Detection Equipment Maintenance

The amount of \$60,000 is budgeted for Preventive Radiological and Nuclear Detection (PRND) equipment maintenance expenditures anticipated for equipment repairs by qualified technicians for previously purchased radio-isotope identifying devices (RIIDs), radiation detection backpacks, and mobile detection systems to sustain operational readiness, as well as maintenance and service to the equipment calibration system to ensure accurate dose rates and operational efficiencies.

Partner Agency Training and Exercise Overtime

LA-LB STC Program partner agencies continue to utilize allocated funding for CWMD approved PRND primary and secondary screening training classes, drills and exercises reimbursed by the grant for personnel overtime funding to train personnel to perform primary screening duties, backfill on overtime for drills, workshops, tabletop exercises to maintain proficiencies for steady state and enhanced steady state deployments and search operations. To ensure operational readiness and proficiency, the costs for backfill/overtime for these drills will be for personnel who have been trained as primary and secondary screeners totaling \$418,000 for LA-LB STC partner agencies are listed in Attachment 3. [The allocation to the Los Angeles Police Department (LAPD) includes \$15,213.63 budgeted for fringe benefits.]

Equipment Calibration Laboratory Overtime

The LA-LB STC Equipment Calibration Laboratory is used for conducting personal radiation detector (PRD) equipment calibration. In order to conduct equipment calibration, overtime funding is necessary to sustain this capability. \$36,000 is allocated for the Radiation Safety Officers (RSO) and Authorized Users to perform scheduled equipment calibrations for the program on overtime. Additionally, training and exercise source material used for primary screening classes and exercises require leak testing every six months. Overtime funding in the amount of \$17,500 is needed to remain in compliance with the regulatory requirement to

maintain these sources. The allocations for LAPD and the Los Angeles Department of Public Health (LACDPH) partner agencies are included within the allocations listed in Attachment 3.

Training Centers and Radiation Safety – Grant Management and Administration

The LA-LB STC Program currently functions with two training sites, each with source materials for radiation detection training. Licensing for these sites and the equipment calibration laboratory is required by the State of California for all regulated source materials. Annual sustainment cost of this license is budgeted at \$8,000 dependent on the amount of source material in possession and number of training facilities.

To maintain radiation source materials at each training site, trained RSO and Authorized Users are required by the State of California to be trained and listed on the program's radioactive materials license. RSO training and transportation certifications are necessary to ensure the safety of STC class participants and the training cadre. Due to re-assignments, transfers, and attrition, \$9,640 is budgeted for these new RSO Authorized Users will be trained and attend United States Department of Transportation training for radiation transportation safety.

LA-LB STC Calibration Laboratory Supplies - Grant Management and Administration

As detailed earlier, the LA-LB STC Equipment Calibration Laboratory is an operational unit to calibrate PRDs and conduct leak testing. Sustainment supply costs for the equipment calibration laboratory include consumable materials such as filters, leak testing supplies and maintenance supplies budgeted at \$5,000.

Additionally, continued dosimetry badging equipment and analysis are necessary for occupational and area radiation monitoring for RSO and Authorized Users who handle the training and exercise radiation source materials, conduct leak testing and equipment calibrations.

LA-LB STC Program Supplies - Grant Management and Administration

In order to sustain the LA-LB STC Program Office, \$2,000 is budgeted for office supplies to continue to manage and administer the STC program. In addition, in order to effectively support the LA-LB STC program for administrative and management purposes, monthly cellular phone subscription services are necessary at a cost of \$3,000 annually.

Travel - Grant Management and Administration

Budgeting for program-related travel in the amount of \$15,000 is requested for program planning. In-person participation is crucial to information sharing and learning within the national STC Program and enables collaboration and cohesion of federal goals. The budget includes travel to bi-annual STC meetings, senior level discussions in Washington, D.C.; attendance at the annual National Homeland Security Conference; and travel related to providing support to other STC program exercises for controller/evaluator needs. Travel cost estimates include airfare, lodging, and meals and incidentals based on United States Department of General Services Administration rates.

LA-LB STC Program Office Staffing

Personnel funding budgeted for the LA-LB STC Program office staff is \$302,780. The LA-LB STC Program Office ensures the implementation and administration of procurements, grant management, fiscal and asset monitoring, contracts, and sub-awards. The team consists of one STC Program Manager, one Contract Specialist, one Grants Specialist, one Accountant, and partially funds one Grants and Finance Director for support and program direction. These

individuals work to support all LA-LB STC Program objectives and goals with the program's partners.

Based on the federally approved cost allocation plan (CAP) 41 for the City of Los Angeles for LA-LB STC Program Office staffing, fringe benefits are calculated at a 40.65% rate. \$123,080 (46Y299) is the budgeted amount to continue funding fringe benefits for the positions listed in the above for program management and grant administration.

Budget Modifications

Principal Radiation Protection Specialist

After discussions with the grantor, project modifications were necessary due to changes in programmatic needs to sustain equipment calibration capabilities, protect the health and safety of first responders, and maintain compliance with the State of California. LACDPH is a primary partner of the LA-LB STC Program and manages the radiological protection of first responders teaching and handling radiological source materials. The Principal Radiation Protection Specialist (PRPS) supervises and provides technical guidance conducting inspections, investigations, and tests to detect and control radiation hazards. The current PRPS is staffed with LACDPH. The LA-LB STC will fund the position beginning in FY 23-24.

On August 31, 2023, the Grantor approved budget modifications to fund the PRPS position from preventive radiological/nuclear detection equipment cost savings. \$222,000 of FY 20 funding is detailed in the subrecipient allocations in Attachment 3.

Recommendations

It is therefore requested that the City Council:

1. Accept on behalf of the City, the Securing the Cities Program Sustainment Fiscal Year 2023 Budget Period 4 award in the amount of \$1,000,000.00 from the U.S. Department of Homeland Security Countering Weapons of Mass Destruction for the period effective from September 1, 2020 through August 31, 2030;
2. Authorize the Mayor, or designee, to:
 - a. Negotiate and execute amendments to subrecipient agreements with the Los Angeles County Sheriff's Department, Consolidated Fire Protection District of Los Angeles County, Los Angeles County Department of Public Health, Long Beach Police Department, Orange County Sheriff's Department, California Highway Patrol, Riverside Police Department, Riverside Fire Department, and Ontario Fire Department for contract amounts not to exceed the amounts listed in Attachment 3 subject to the availability of annual federal grant funding and Council approval thereof and subject to the approval of the City Attorney as to form;
 - b. Negotiate and execute amendments to Memorandum of Agreement (MOA) with the Port of Los Angeles and Los Angeles World Airports for the distribution of STC grant funds not to exceed the amounts listed in Attachment 3 subject to the availability of annual federal grant funding and Council approval thereof and subject to the approval of the City Attorney as to form;

- c. Adopt the FY 23 STC Sustainment budget and authorize the Mayor's Office of Public Safety to expend the grants in accordance to the approved budget;
 - d. Adopt the modifications to the existing grant budget by reallocating funds between projects as described in this report;
 - e. Receive, deposit into, and disburse from Fund 64G, "FY20 STC";
3. Authorize the Mayor, or designee, to modify the existing grant budget for the STC Sustainment grant by reallocating funds between projects and conducting the necessary fiscal transfers and reappropriations as described within this report;
4. Authorize the Controller to:
- a. Increase receivables in Fund 64G, "FY20 STC", in the amount of \$1,000,000.00 and create new appropriation accounts within Fund 64G, Department 46, as follows:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46Y730	Equipment	\$60,000.00
64G/46	46Y138	LAFD Salaries	\$16,800.00
64G/46	46Y170	LAPD Salaries	\$161,161.37
64G/46	46Y904	LAWA	\$45,920.00
64G/46	46Y942	POLA	\$28,520.00
64G/46	46Y668	Partner Jurisdictions	\$203,885.00
64G/46	46Y946	Management and Administration	\$42,640.00
64G/46	46Y146	Mayor Salaries	\$302,780.00
64G/46	46Y299	Reimbursement of General Fund Costs	\$138,293.63
TOTAL			\$1,000,000.00

- b. Transfer appropriations from Fund No. 64G/46, FY20 STC, to the General Fund to reimburse STC-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46Y138	LAFD Salaries	\$16,800.00
64G/46	46Y146	Mayor Salaries	\$302,780.00
64G/46	46Y170	LAPD Salaries	\$161,161.37
TOTAL			\$480,741.37

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001098	Overtime	\$16,800.00
100/46	001020	Grant Reimbursed	\$302,780.00
100/70	001092	Police	\$161,161.37
TOTAL			\$480,741.37

- c. Authorize the Controller to transfer up to \$123,080.00 from Fund 64G, Account 46Y299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits;

- d. Authorize the Controller to transfer up to \$15,213.63 from Fund 64G, Account 46Y299 to the General Fund, Department No. 70, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits;
5. Authorize the Controller to:
- a. Transfer appropriations within Fund 64G, Department 46, "FY20 STC", as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46T730	Equipment	\$222,000.00
TOTAL			\$222,000.00

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46T668	Partner Jurisdiction	\$222,000.00
TOTAL			\$222,000.00

6. Authorize the City Clerk to place the following action relative to the FY20 STC grant on the City Council agenda on **July 1, 2024**, or the first meeting day thereafter:
- a. Transfer appropriations within Fund No. 64G/46 as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46Y138	LAFD Salaries	\$16,800.00
64G/46	46Y170	LAPD Salaries	\$161,161.37
64G/46	46Y299	Reimbursement of General Fund Costs	\$15,213.63
TOTAL			\$193,175.00

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46A138	LAFD Salaries	\$16,800.00
64G/46	46A170	LAPD Salaries	\$161,161.37
64G/46	46A299	Reimbursement of General Fund Costs	\$15,213.63
TOTAL			\$193,175.00

- b. Transfer appropriations from Fund No. 64G/46, FY20 STC, to the General Fund to reimburse STC-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
64G/46	46A138	LAFD Salaries	\$16,800.00
64G/46	46A170	LAPD Salaries	\$161,161.37
TOTAL			\$177,961.37

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001098	Overtime	\$16,800.00
100/70	001092	Police	\$161,161.37
TOTAL			\$177,961.37

- c. Authorize the Controller to transfer up to \$15,213.63 from Fund 64G, Account 46A299 to the General Fund, Department No. 70, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits;
- 7. Authorize the Controller to transfer cash from Fund 64G/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from City Departments, subject to the approval of the Mayor's Office of Public Safety; and
- 8. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

Attachment 2

Fiscal Year 2023 Subrecipient Allocations and Fiscal Year 2020 Budget Modifications

Partner Agency	Fiscal Year 2023 Allocation	Fiscal Year 2020 Budget Modification
Los Angeles Police Department	\$176,375.00	\$0.00
Los Angeles Fire Department	\$16,800.00	\$0.00
Los Angeles World Airports Police	\$45,920.00	\$0.00
Los Angeles Port Police	\$28,520.00	\$0.00
Los Angeles Sheriff's Department	\$88,200.00	\$0.00
Los Angeles County Department of Public Health	\$46,245.00	\$222,000.00
Los Angeles County Fire Department ¹	\$0.00	\$0.00
Long Beach Police Department	\$34,720.00	\$0.00
Orange County Sheriff's Department	\$34,720.00	\$0.00
Riverside Police Department	\$0.00	\$0.00
Riverside Fire Department	\$0.00	\$0.00
Ontario Fire Department	\$0.00	\$0.00
California Highway Patrol	\$0.00	\$0.00
Total	\$471,500.00	\$222,000.00

¹ Also identified as the "Consolidated Fire Protection District of Los Angeles County."