

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: March 5, 2021

CAO File No. 0100-00144-0333

Council File No. 19-1431

Council District: All

To: The Mayor  
The Council

From: Richard H. Llewellyn, Jr., City Administrative Officer



Reference: Transmittal from the Board of Fire Commissioners dated November 18, 2020

Subject: **SUPPLEMENTAL FUNDING FOR THE 2019 FEDERAL EMERGENCY  
MANAGEMENT AGENCY (FEMA) GRANT AWARD FOR THE URBAN SEARCH  
AND RESCUE TASK FORCE**

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### RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Approve and authorize the Fire Chief, or designee, to accept supplemental funding in the amount of \$13,464 relative to the 2019 Federal Emergency Management Agency (FEMA) Cooperative Agreement Grant for the Urban Search and Rescue (US&R) Task Force, and execute any documents or agreements necessary to accept the grant, subject to the approval by the City Attorney as to form;
2. Authorize the Los Angeles Fire Department (LAFD) to deposit the 2019 FEMA grant funds received under this cooperative agreement into Fund 335 FEMA USR 2019, Department 38, Account 38019R;
3. Authorize the Controller to transfer \$13,464 from Fund 100, Department 38, Account 001012 Salaries Sworn to Fund 335, Department 38, Account 38019R, for the purchase of expense and equipment items, to be reimbursed by the FEMA grant;
4. Authorize the LAFD and Controller to transfer funds, as needed, between Fund 335, Department 38 and Fund 100, Department 38, for the implementation of the 2019 FEMA US&R Cooperative Agreement, based on the submissions to the City Administrative Officer (CAO) of grant budget modifications approved by FEMA, through the end of the grant performance period on August 31, 2022; and,
5. Authorize the LAFD to prepare Controller instructions for any technical adjustments, subject to the approval of the CAO, and authorize the Controller to implement the instructions.

## SUMMARY

In accordance with Executive Directive No. 3, the Los Angeles Fire Department (LAFD) submits the proposed request to accept \$13,464 in additional funding relative to the 2019 Federal Emergency Management Agency (FEMA) grant award. The proposed funding will increase the total grant award from \$1,149,104 to \$1,162,568. The grant performance period will remain unchanged from September 1, 2019 through August 31, 2022.

At its meeting of November 18, 2020, the Board of Fire Commissioners (Board) approved a LAFD report relative to the acceptance of additional grant funds from the FEMA in the amount of \$13,464 for the purchase of equipment in support of the City's Urban Search and Rescue (US&R) Task Force. LAFD will use the funding for the replacement of communications or medical equipment and rescue tools. As part of the Board's report, the LAFD is requesting to transfer funds from the Salaries Sworn Account to the 2019 FEMA Account to front-fund the cost of purchasing equipment, which will be reimbursed by the grant award following submission of supporting documentation.

On April 4, 1993, the City entered into a Memorandum of Agreement (MOA) with FEMA and the Governor's Office of Emergency Services, to establish the LAFD as one of 28 participating agencies of the FEMA US&R Task Force (C.F. 92-2021-S1). Under the terms of the MOA, the LAFD is responsible for organizing and administering the task force to include recruiting and training, designating a Program Manager, maintaining capability for 24-hour activation, and complying with financial, administrative, reimbursement, and reporting requirements. As a participating agency, the LAFD receives funding from FEMA for the equipment, supplies, training, and salaries in support of the US&R CA-TF1 Team. Upon request by the State or Federal government, the LAFD will mobilize US&R CA-TF1 for the purpose of locating, extricating, and providing initial medical treatment to trapped victims of structural collapses at a designated disaster site. On August 12, 2011, the Council approved an amendment to the MOA (C.F. 10-2283-S1) reflecting the transfer of FEMA to the Department of Homeland Security and the publication of the National Urban Search and Rescue Response System Regulations.

On July 1, 2020, the Council approved the Public Safety Committee report and Cooperative Agreement for the acceptance of the 2019 FEMA US&R grant award in the amount of \$1,149,104, for a three-year performance period beginning on September 1, 2019 through August 31, 2022 (C.F. 19-1431). Funds were programmed for the following:

- \$529,959 - Personnel costs of for one Fire Captain I and one Management Analyst (C.F. 08-2490), and one Storekeeper (C.F. 16-0600) to administer and manage the US&R program;
- \$130,650 - Funding for the Overtime Variable Account to backfill members assigned to specialized training on search and rescue activities; and,
- \$488,495 - Funding for the contracts, equipment, and related expenses for specialized personal services relative to Canine Specialists, Medical Team Managers, Structural Engineering Specialists, equipment, supplies, and travel expenses.

In accordance with Los Angeles Administrative Code (LAAC) Section 14.6, the LAFD is required to transmit grant applications for Mayor and Council approval before accepting and receiving the grant award. In addition, Mayor approval is required for any grant program amendments, subject to the approval of the City Attorney as to form and legality (LAAC 14.8).

### **FISCAL IMPACT STATEMENT**

Approval of the recommendations stated in this report will authorize the Los Angeles Fire Department (LAFD) to accept supplemental funding in the amount of \$13,464 for the purchase of equipment in support of the 2019 Federal Emergency Management Agency (FEMA) Urban Search and Rescue Task Force. The grant award will increase from \$1,249,104 to \$1,162,568. To date the Department has expended \$512,084 of the grant award, with a remaining balance of \$650,484. The term of the cooperative agreement will remain unchanged from September 1, 2019 through August 31, 2022. The LAFD will front-fund the costs for the purchase of the equipment, subject to reimbursement by FEMA upon submission of documentation. The FEMA grant does not require matching funds by the City. There is no additional impact to the General Fund.

### **FINANCIAL POLICIES STATEMENT**

The recommendations stated in this report comply with the City's Financial Policies in that, to the extent possible, current operations will be funded by current revenues.

*RHL:DP:04210076c*

Attachments

# LOS ANGELES FIRE COMMISSION

BOARD OF  
FIRE COMMISSIONERS

DELIA IBARRA  
PRESIDENT

ANDREW GLAZIER  
VICE PRESIDENT

JIMMY H. HARA, M.D.  
REBECCA NINBURG  
JIMMIE WOODS-GRAY

LETICIA GOMEZ  
COMMISSION EXECUTIVE ASSISTANT II



ERIC GARCETTI  
Mayor

SUE STENDEL  
INDEPENDENT ASSESSOR

EXECUTIVE OFFICE  
200 NORTH MAIN STREET, SUITE 1840  
LOS ANGELES, CA 90012

(213) 978-3838 PHONE  
(213) 978-3814 FAX

November 18, 2020

Honorable Members of the City Council  
City of Los Angeles  
City Hall, Room 395  
Attn: City Clerk

Honorable Eric Garcetti  
Mayor, City of Los Angeles  
Room 303, City Hall  
Attn: Legislative Coordinator

[BFC 20-107] – ACCEPTANCE OF THE 2019 FEMA URBAN SEARCH AND RESCUE  
TASK FORCE COOPERATIVE AGREEMENT SUPPLEMENTAL FUNDING (C.F. 19-1431)

At its special meeting of November 17, 2020, the Board of Fire Commissioners approved the report and its recommendations. The report is hereby transmitted concurrently to the Mayor and City Council for consideration and approval.

Should you need additional information, please contact the Board of Fire Commissioners' office at 213-978-3838.

Sincerely,

Commission Executive Assistant II

## Attachments

cc: Board of Fire Commissioners (without attachments)  
Fire Chief Ralph M. Terrazas (without attachments)  
Office of the City Administrative Officer (without attachments)

APPROVED: *11/17/20*  
BOARD OF FIRE COMMISSIONERS  
BY: *[Signature]*  
COMMISSION EXECUTIVE ASSISTANT

November 17, 2020



LOS ANGELES FIRE DEPARTMENT

RALPH TERRAZAS  
FIRE CHIEF

November 4, 2020

BOARD OF FIRE COMMISSIONERS  
FILE NO. 20-107

TO: Board of Fire Commissioners

FROM: *RMT* Ralph M. Terrazas, Fire Chief

SUBJECT: ACCEPTANCE OF THE 2019 FEMA URBAN SEARCH AND RESCUE  
TASK FORCE COOPERATIVE AGREEMENT SUPPLEMENTAL  
FUNDING (C.F. 19-1431)

FINAL ACTION:	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

**SUMMARY**

On April 4, 1993, a Memorandum of Agreement (MOA) was executed between the City, the Governor's Office of Emergency Services and the Federal Emergency Management Agency (FEMA), establishing the Los Angeles Fire Department (LAFD) as a sponsoring agency of a FEMA Urban Search and Rescue (US&R) Task Force, California Task Force 1 (CA-TF1). An Amendment to the MOA was executed in 2011 (C.F. 10-2283-S1). Since 1993, the City has been awarded annual FEMA Cooperative Agreement grants to fund equipment, supplies, training, contractual services, and LAFD personnel to administer and manage the US&R CA-TF1 program.

LAFD was awarded an additional \$13,464 for the 2019 FEMA Cooperative Agreement Grant, with a period of performance from September 1, 2019 through August 31, 2022. No matching funds are required, but the grant is on a reimbursement basis requiring the LAFD to front-fund expenditures. Following submission of appropriate supporting documentation, FEMA reimburses the City for those expenditures.

The expenditure plan is as follows:

Equipment:

- \$13,464 - to fund the purchase of specific equipment, which will be provided in a subsequent Program Directive from the FEMA Branch Office.

**FISCAL IMPACT**

There is no impact on the General Fund. The FEMA Urban Search and Rescue grant agreement does not require City matching funds. In accordance with grant guidelines, project funds are disbursed on a reimbursement basis.

**RECOMMENDATIONS**

That the Board:

1. Approve and transmit the report to the Mayor and the Office of the City Administrative Officer for Committee and City Council consideration.

It is also recommended the Board request that the Mayor and City Council:

2. Accept the 2019 FEMA Cooperative Agreement Supplemental Grant for the Urban Search and Rescue CA-TF1 in the amount of \$13,464 for the term of September 1, 2019 through August 31, 2022, and authorize the Fire Chief, or designee, to execute any documents or agreements necessary to accept the grant on the City's behalf.
3. Authorize the Fire Department to deposit 2019 FEMA grant funds received into Fund 335, Department 38, Account 38019R.
4. Authorize the Controller to transfer \$13,464 from Fund 100, Department 38, Account 001012 (Salaries Sworn) to Fund 335, Department 38, Account 38019R, for the purchase of expense and equipment items, to be reimbursed by the FEMA grant during the period of September 1, 2019 through August 31, 2022, and any extensions granted by FEMA.
5. Authorize the Fire Department to prepare Controller instructions for any technical adjustments, subject to approval of the City Administrative Officer (CAO), and instruct the Controller to implement the instructions.
6. Based on Fire Department submissions to the City Administrative Officer of grant budget modifications approved by FEMA, authorize the Fire Department and Controller to transfer funds, as needed, between Fund 335, Department 38 and Fund 100, Department 38 for implementation of the 2019 FEMA Urban Search and Rescue Cooperative Agreement program through the end of the grant performance period.

Board report prepared by Victoria Rodriguez, Management Analyst, Emergency Operations Bureau.



**FEMA**

## **US&R PROGRAM DIRECTIVE – 2020-014**

September 30, 2020

**FOR:** National Urban Search & Rescue Response System  
Task Force Representatives

**FROM:** Fred Endrikat, Chief  
Urban Search and Rescue Branch

**SUBJECT:** US&R Program Directive 2020-014 – US&R Readiness Cooperative Agreement  
FY2019 Supplemental Funding Award Notification

**Implementation Date:** September 30, 2020

**Expiration Date:** October 30, 2020

The purpose of this Program Directive is to notify you of supplemental funding to your National Urban Search & Rescue (US&R) Response System (the System) FY2019 Readiness Cooperative Agreement award.

With reference to Program Directive (PD) 2020-013 – *FY2019 US&R Readiness Cooperative Agreement - Supplemental Award with FY2020 Funding*, all System task forces are receiving an amendment to their FY 2019 Readiness Cooperative Agreement in ND Grants in the amount of \$13,464.

All Sponsoring Agencies will receive notification through ND Grants that the amendment requests were approved.

### **REQUIRED ACTIONS**

Sponsoring Agencies and task forces are to await further guidance pertaining to the purchase of specific equipment with the proceeds from this supplemental funding, along with corresponding specifications and quantities, which will be provided in a subsequent PD.

cc:

US&R Strategic Group  
US&R Advisory Group  
US&R Branch Staff  
FEMA Regional/Federal/International ESF #9 Representatives  
US&R Task Force Grant Managers  
Tawana Mack, Grant Programs Directorate