

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: November 22, 2021

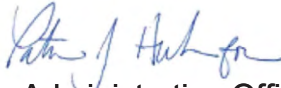
CAO File No. 0100-00144-0340

Council File No. 19-1431

Council District: All

To: The Mayor  
The Council

From: Matthew W. Szabo, City Administrative Officer



Reference: Transmittal from the Board of Fire Commissioners dated November 3, 2021

Subject: **CONTINUATION OF 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 deposit the 2019 FEMA grant funds received under this cooperative agreement into Fund 335 FEMA USR 2019, Department 38, Account 38019R;
2. Authorize the Controller, upon submission of proper documentation by the Los Angeles Fire Department (LAFD), to transfer 2019 FEMA US&R grant funds from Fund 335, Account 38019R, to various Fund 100, Department 38, salary accounts as follows: 001010 Salaries General; 001012 Salaries Sworn; and/or 001098 Variable Staffing, for direct costs incurred during the grant performance period;
3. Authorize the Controller, upon submission of proper documentation by the LAFD, to transfer 2019 FEMA US&R grant funds from Fund 335, Account 38019R to Fund 100, Department 38, Revenue Source 5346 Reimbursement of Grant Related Costs for fringe benefits; and,
4. Authorize the LAFD to prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, 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 continue \$614,422 in funding relative to the 2019 Federal Emergency Management Agency (FEMA) grant award.

On July 1, 2020, the Council approved and accepted the terms of a grant award totaling \$1,149,104 for the purchase of equipment in support of the City's Urban Search and Rescue (US&R) Task Force (C.F. 19-1431). The grant performance period for the 2019 FEMA US&R grant award is a three-year term that began on September 1, 2019 and expires on August 31, 2022. Funds were programmed for the following:

- \$529,959 - Personnel costs 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.

On April 21, 2021, the Council approved the Public Safety Committee report for the acceptance of supplemental funding in the amount of \$13,464 increasing the grant award from \$1,149,104 to \$1,162,568. The grant performance period remained unchanged.

At its meeting of November 2, 2021, the Board of Fire Commissioners (Board) approved a LAFD report requesting to continue \$614,422 in funding from the 2019 FEMA US&R grant award. The LAFD reports that these funds were appropriated for salaries, personnel training, contractual services, travel, supplies and purchase of equipment for program operations.

The LAFD receives annual grant support from FEMA as sponsoring agency of the US&R Task Force. 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. 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.

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, Mayoral 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 continue \$614,422 in funding that remains unexpended from the total grant award of \$1,162,568 relative to the 2019 Federal Emergency Management Agency (FEMA) Urban Search and Rescue Task Force. The performance period 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.

*MWS:DP:04220046c*

Attachments

# LOS ANGELES FIRE COMMISSION

BOARD OF  
FIRE COMMISSIONERS

—  
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PRESIDENT

JIMMY H. HARA, M.D.  
VICE PRESIDENT

CORINNE TAPIA BABCOCK  
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—  
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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 3, 2021

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

[BFC 21-097] – CONTINUATION OF 2019 FEMA URBAN SEARCH AND RESCUE TASK FORCE COOPERATIVE AGREEMENT GRANT (C.F. 19-1431)

At its meeting of November 2, 2021, the Board of Fire Commissioners approved the report and its recommendations. The report is hereby transmitted to the Mayor for consideration and approval.

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

Sincerely,

Leticia Gomez  
Commission Executive Assistant II

Attachment

cc: Fire Chief Ralph M. Terrazas (via email)

# LOS ANGELES FIRE DEPARTMENT



RALPH TERRAZAS  
FIRE CHIEF

APPROVED: 11/2/21  
BOARD OF FIRE COMMISSIONERS  
BY: *[Signature]*  
COMMISSION EXECUTIVE ASSISTANT

October 13, 2021

BOARD OF FIRE COMMISSIONERS  
FILE NO. 21-097

TO: Board of Fire Commissioners

FROM: *RWT* Ralph Terrazas, Fire Chief

SUBJECT: CONTINUATION OF 2019 FEMA URBAN SEARCH AND RESCUE TASK FORCE COOPERATIVE AGREEMENT GRANT (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, the Mayor and City Council authorized the Los Angeles Fire Department (LAFD) to execute a Memorandum of Agreement (MOA) with the Governor's Office of Emergency Services and the Federal Emergency Management Agency (FEMA). These actions established LAFD as a sponsoring agency and host of a FEMA Urban Search and Rescue (US&R) Task Force, California Task Force 1 (CA-TF1). Through the MOA, FEMA supports CA-TF1 annually using a Cooperative Agreement (C-122495) to fund the program. The Agreement supports an equipment cache, CA-TF1 member training, and full-time personnel to manage the cache and administrate CA-TF1's US&R program.

FEMA's ongoing method of supporting US&R Task Forces throughout the country is by funding Cooperative Agreement Grants to sponsoring agencies for necessary equipment, training, supplies, and program administration costs. On July 1, 2020, the Council accepted the 2019 FEMA Cooperative Agreement Grant (EMW-2019-CA-00059) in the amount of \$1,149,104 for a term of September 1, 2019 through August 31, 2022 (C.F. 19-1431). On April 21, 2021, the Council accepted the 2019 FEMA Cooperative Agreement Grant (EMW-2019-CA-00059) supplemental funding in the amount of \$13,464 bringing the total to \$1,162,568. The Grant does not require a cost-share match from the City. Subsequently, FEMA extended the period of performance to August 31, 2022.

The Agreement's funding mechanism uses a "draw-down" system with FY 2021-22 LAFD General Fund Budget front-funding CA-TF1 expenditures, and LAFD accounts reimbursed by drawing down from the grant award. All grant mandated expenditures will

be reimbursed from the FEMA US&R account in a timely, on- going basis, as expenditures are processed according to City procedures.

As of June 30, 2021, \$614,422 remained available for spending in FY 2021-22 to cover salaries, personnel training, contractual services, travel, supplies and purchase of necessary equipment for program operations.

## **RECOMMENDATIONS**

That the Board:

1. Approve and transmit the report to the Mayor for approval and authority to expend the 2019 FEMA Urban Search and Rescue Task Force Cooperative Agreement Grant funding for salaries, equipment, training, supplies, and program administration costs.
2. Request that the Mayor:
  - (a) Authorize the Fire Chief, or his designee, to deposit the FEMA US&R grant funds received under this Cooperative Agreement into Fund 335, Department 38, Account 38019R;
  - (b) Authorize the Controller, upon submission of proper documentation by the LAFD of direct staff costs incurred during the grant performance period, to transfer 2019 FEMA US&R grant funds from Fund 335, Account 38019R, to various Fund 100, Department 38 salary accounts as follows:
    - i. Account 001012 (Salaries Sworn)
    - ii. Account 001010 (Salaries General)
    - iii. Account 001098 (Variable Staffing)
  - (c) Authorize Controller, upon submission of proper documentation by the LAFD, to transfer 2019 FEMA US&R grant funds from Fund 335, Account 38019R to Fund 100, Department 38, Revenue Source 5346 (Reimbursement of Grant Related Costs) for fringe benefits.
  - (d) Authorize the LAFD to prepare Controller instructions for any technical adjustments, subject to approval of the CAO; and request the Controller to implement the instructions.

## **FISCAL IMPACT**

The FY 2021-22 Los Angeles Fire Department General Fund Budget will front-fund \$614,422 to enable continuation of the performance period of the 2019 FEMA Cooperative Agreement Grant through August 31, 2022. The City will receive full reimbursement from the Grant.

## **CONCLUSION**

As the sponsoring agency of a US&R Task Force, CA-TF1, the LAFD receives annual grants to support, maintain, and enhance CA-TF1's readiness. The report

recommendations are necessary to ensure appropriate accounting and financial procedures are in place to allow the LAFD to expend the grant funds. This is a no match reimbursement grant of \$1,162,568 of which \$614,422 remains available for salaries, travel, expenses and equipment in FY2021-22.

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