



WASHOE COUNTY

Integrity Communication Service
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STAFF REPORT

BOARD MEETING DATE: *November 13, 2018*

DATE: Tuesday, November 06, 2018

TO: Board of County Commissioners

FROM: Kelly Echeverria, Emergency Management Program Coordinator,
Office of the County Manager
775-337-5859, KEcheverria@washoecounty.us

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve a FFY18 Department of Homeland Security (DHS) grant passed through the State Homeland Security Program (SHSP) awarding [\$150,000.00 (no County match required)], for a Continuity of Operations and Continuity of Government project; authorize food purchases for Planning and Training events; retroactive from September 1, 2018 to August 31, 2020; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller's Office to make the necessary budget amendments. (All Commission Districts.)

SUMMARY

Washoe County Board of County Commissioners (BCC) is requested to accept a FFY18 Department of Homeland Security (DHS) grant passed through the State Homeland Security Program (SHSP) for a Continuity of Operations and Continuity of Government project awarding [\$150,000.00, no County match required]; authorize food purchases for Planning and Training events. Grant term is retroactive to September 1, 2018 through August 31, 2020.

The grant will provide funding for sustainment efforts in Northern and Southern Nevada regarding Continuity of Operations Plans (COOP).

The State issued this award retroactive from the date they received DHS funding.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

October 26, 2010 - The Board of County Commissioners approved the initial phase of this Continuity of Operations/Continuity of Government (COOP/COG) project.

March 22, 2011 - The Board of County Commissioners approved selection and award of RFP 2764-11 to Risk Solutions International (RSI) [Now doing business as FTI Consulting] to serve as the COOP/COG Plans-Writer.

AGENDA ITEM # _____

July 24, 2012 - The Board of County Commissioners approved phase two of the COOP/COG project which included continuation of the FTI Plans-Writing efforts, and Galena Property Solutions to conduct department and regional training workshops.

December 17, 2013 – The Board of County Commissioners approved a 2012 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$119,960.00.

October 28, 2014 - The Board of County Commissioners approved a 2014 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$75,000.00.

October 13, 2015 – The Board of County Commissioners approved a 2015 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$70,000.00

December 12, 2017 – The Board of County Commissioners approved a 2015 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$115,000.00

BACKGROUND

This FFY18 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant is an enhancement of the continuity of operations/continuity of government (COOP/COG) initiative begun in FFY 11.

These plans are directed by Homeland Security Presidential Directive (HSPD)-20 and Nevada Revised Statute (NRS) 239c. These plans are also a Government Accounting Office (GAO) best practice, and a component of the Emergency Management Accreditation Program (EMAP) as well as the National Fire Protection Association (NFPA) - 1600.

The COOP/COG project supports the Nevada Commission on Homeland Security priorities and goals. These plans are directly aligned with the goals of critical infrastructure protection, communications, and public safety. The COOP/COG project is a key component of the National Incident Management System (NIMS) compliance.

This project is an extension of the actions to build and sustain local government preparedness. Project deliverables include sustainment of existing plans, training, and workshops in the interest of providing for safe, secure, and healthy communities. The grant term is retroactive due to delays in process the grant award at the State of Nevada, Division of Emergency Management (NV DEM). The grant award documents were received in via email on October 12, 2018.

GRANT AWARD SUMMARY

Project/Program Name: 2018 Statewide Continuity of Operations Sustainment

Scope of the Project: The benefit of this funding is to sustain and provide planning and training to agencies to continue their essential functions and mitigate disruptions to operations across a broad spectrum of hazards and emergencies.

Benefit to Washoe County Residents: The benefit of this funding is for emergency preparedness for the protection of life and property in the region from hazards and disasters.

On-Going Program Support: If additional program support is needed past the enhancement phase, we will continue to seek grant funding.

Award Amount: \$150,000.00

Grant Period: September 01, 2018 through August 31, 2020

Funding Source: Department of Homeland Security

Pass Through Entity: State of Nevada, Division of Emergency Management

CFDA Number: 97.067

Grant ID Number: 97067.18-3000

Match Amount and Type: N/A

Sub-Awards and Contracts: Professional service contracts for the continuation of COOP planning portal and for assisting departments in writing their COOP plans, will be procured using the County's competitive bid process and federal grant procurement guidelines as required under 2 CFR 200.

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$150,000 in both revenues and expenditures in the following accounts:

Use of the table format is optional:

Cost Object	G/L Account	Amount
<i>Revenue:</i>		
I.O. 11528	431100 – Federal Grants	\$150,000.00
<i>Expenditures:</i>		
I.O. 11528	710100 – Professional Services	\$142,500.00
I.O. 11528	711210 – Travel	\$5,000.00
I.O. 11528	710872 – Food Purchases	\$2,500.00

RECOMMENDATION

It is recommended that the Board of County Commissioners accept a FFY18 Department of Homeland Security (DHS) grant passed through the State Homeland Security Program (SHSP) awarding [\$150,000.00 (no County match required)], for a Continuity of Operations and Continuity of Government project; authorize food purchases for Planning and Training events; retroactive from September 1, 2018 to August 31, 2020; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller's Office to make the necessary budget amendments. (All Commission Districts.)

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to accept FFY18 Department of Homeland Security (DHS) grant passed through the State Homeland Security Program (SHSP) awarding [\$150,000.00 (no County match required)], for a Continuity of Operations and Continuity of Government project; authorize food purchases for Planning and Training events; retroactive from September 1, 2018 to August 31, 2020; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller's Office to make the necessary budget amendments."