



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Robert Sapien, Jr.  
Jim Shannon

**SUBJECT:** SEE BELOW

**DATE:** November 8, 2022

Approved

Date

11/15/22

**SUBJECT: 2020 STATE HOMELAND SECURITY GRANT PROGRAM TRAINING  
AND EXERCISE FUNDING TO THE FIRE DEPARTMENT**

## **RECOMMENDATION**

- (a) Adopt the following Appropriation Ordinance and Funding Sources Resolution Amendments in the General Fund:
- (1) Increase the estimate for Revenue from Federal Government by \$67,516; and
  - (2) Establish the State Homeland Security Grant – Fire 2020 City-Wide Expenses appropriation to the Fire Department in the amount of \$67,516.

## **OUTCOME**

The awarded amount of \$67,516 to the City will provide funding for the Fire Department to send sworn personnel in the Hazardous Incident Team to attend Hazardous Material Specialist trainings (F & G Week). This level of training will further enhance the abilities of the Fire Department as a local, regional, and state resource by having Type 1 certified personnel to manage large scale emergencies and operations, as well as provide education to other agencies.

## **BACKGROUND**

The State of California designated the County of Santa Clara as the Operational Area for the purpose of distributing the State Homeland Security Grant Program (SHSGP) funds to the cities, special districts, and other entities within the county boundaries. The County of Santa Clara's Anti-Terrorism Approval Board (County Approval Authority) approves the distribution of SHSGP funds, including training and exercise requests.

In January 2020, the Fire Department was notified of the Fiscal Year 2020 SHSGP grant award of \$14,000 for tuition to attend Hazardous Materials Specialist trainings. However, due to a delay with California Governor's Office of Emergency Services, an agreement was not executed to accept the funds or move forward with the awarded project.

In August 2022, for the Fiscal Year 2022 SHSGP grant, the County Approval Authority awarded the Fire Department \$14,320 for tuition to attend additional Hazardous Materials Specialist trainings. Further, the County Approval Authority notified the Fire Department that additional funding was available in the amount of \$39,196 from the Fiscal Year 2020 SHSGP grant period. This additional funding will support the overtime and backfill costs related to the Hazardous Materials Specialist trainings. The County Approval Authority offered to reallocate the Fiscal Year 2022 project funding of \$14,320 to be added with the Fiscal Year 2020 projects. The combination of all three funding amounts under Fiscal Year 2020 SHSGP is currently \$67,516 that is to be awarded to the Fire Department for personnel to attend Hazardous Materials training sessions.

### **ANALYSIS**

The Fire Department's Hazardous Incident Team is a special operations program that seeks to maintain industry-leading operational capabilities to protect life and the environment against natural disasters, terrorist attacks, mass casualty incidents, and hazardous materials events. As a California Governor's Office of Emergency Services Type 1 Hazardous Materials team recognized at the city, regional, and state level within California, it is vital to ensure the program supports the appropriate level of trained personnel. This advanced training will increase the pool of highly trained Hazardous Materials members to advance from Hazardous Materials Technician to the Hazardous Materials Specialist Level certification, which will in turn support the Department's need for Type 1 certified Specialists.

### **CONCLUSION**

Approval of this recommendation will provide the Fire Department with funding to enhance the Department's special operations program for the Hazardous Incident Team during emergency response and rescue incidents. The Fire Department's Hazardous Incident Team works with the City, County, region, and State in many capacities such as teaching classes and developing operational procedures that benefit public safety agencies at the local level, (including partnering departments such as the San José Police Department's Special Operations team), regional, and state-level.

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### **EVALUATION AND FOLLOW-UP**

This item does not require evaluation or follow-up, although the City may be subject to an audit of records pertaining to this agreement by the County of Santa Clara or its representatives.

### **CLIMATE SMART SAN JOSE**

The recommendation in this memorandum has no effect on Climate Smart San José energy, water, or mobility goals.

### **PUBLIC OUTREACH**

This memorandum will be posted on the City's Council Agenda website for the November 29, 2022 City Council meeting.

### **COORDINATION**

This memorandum was coordinated with the City Attorney's Office.

### **COMMISSION RECOMMENDATION/INPUT**

No commission recommendation or input is associated with this action.

### **COST SUMMARY/IMPLICATIONS**

The recommended actions in this memorandum will recognize and appropriate the grant funding in the total amount of \$67,516. The maximum financial obligation for tuition fees under this agreement shall not exceed \$28,320, and reimbursement for overtime and backfill shall not exceed \$39,196. The current term of the Agreement ends on May 23, 2023. This will be a one-time project with no on-going costs.

**BUDGET REFERENCE**

The table below identifies the fund and appropriations to recognize and appropriate the grant recommended as part of this memorandum.

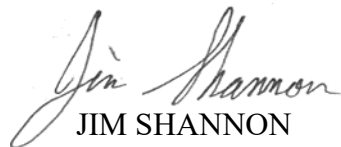
Fund #	Appn #	Appn Name	Current Total Appn	Recommended Budget Action	2022-2023 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)*
001	R110	Revenue from Federal Government	9,166,380	\$67,516	161	10/18/22, Res No. 80717
001	NEW	State Homeland Security Grant – Fire 2020	N/A	\$67,516	N/A	N/A

**CEQA**

Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.



ROBERT SAPIEN, JR.  
Fire Chief



JIM SHANNON  
Budget Director

I hereby certify that there will be available for appropriation in the General Fund in the Fiscal Year 2022-2023 moneys in excess of those heretofore appropriated therefrom, said excess being at least \$67,516.



JIM SHANNON  
Budget Director

For questions, please contact Athena Trede, Deputy Director, at [Athena.Trede@sanjoseca.gov](mailto:Athena.Trede@sanjoseca.gov) or (408) 794-6953.