



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**SUBJECT:** CAL OES GRANT  
ACCEPTANCE ACTIONS

**FROM:** Raymond Riordan  
Jim Shannon

**DATE:** January 13, 2020

Approved

Date

1-16-20

## RECOMMENDATION

- (a) Adopt a resolution authorizing the City Manager or designee to accept grant funds from the California Governor's Office of Emergency Services (Cal OES) in the amount of \$500,000 to support the City's Public Safety Power Shutoff (PSPS) resiliency and to negotiate and execute any documents necessary to accept these grant funds.
- (b) Adopt the following 2019-2020 Funding Source Resolution and Appropriation Ordinance amendments in the General Fund:
  - (1) Increase the estimate for Revenue from the State of California by \$500,000; and
  - (2) Establish the Public Safety Power Shutoff Resiliency appropriation to the City Manager's Office in the amount of \$500,000.

## OUTCOME

Adoption of the resolution is required to authorize the City Manager to sign the Cal OES grant agreement. The grant will provide \$500,000 to support the City's resiliency to PSPS events, including funding for equipment and the development of plans.

## BACKGROUND

The City experienced two Pacific Gas and Electric (PG&E) PSPS events in October 2019. These events impacted an estimated 20,000 customer accounts in the City on October 9, 2019, and 7,800 customer accounts in the City on October 26, 2019.

On October 25, 2019, Cal OES released the *2019-20 Public Safety Power Shutoff (PSPS) Resiliency Allocation to Cities RFP*. Approximately \$10 million in State General funds were made available, and cities could apply for up to \$500,000. These funds were appropriated and made available to incorporated cities in California to prepare for PSPS events. The grant funds may be used to develop plans and risk assessments, procure long-term emergency electrical

generation equipment, create public education materials, and equip public resource centers for electricity disruption.

The City applied for and received \$500,000 in funding. The performance period is July 1, 2019 through October 31, 2022 with two reports on the expenditure of funds due November 30, 2020 and November 30, 2022. As a condition of receiving funding, cities are required to collaborate with their county to support critical infrastructure and resiliency with a focus on public safety, vulnerable communities, and individuals with access and functional needs.

## **ANALYSIS**

To help ensure that the City was prepared to respond in a coordinated way to serve the needs of its communities, the Office of Emergency Management (OEM) and other City staff engaged in significant planning efforts for the PSPS events. This included over 650 hours spent to enhance the City's Power Vulnerability Plan (PVP) created in May and June 2019. Staff also worked on the development and execution of a Table Top Exercise (TTX), whose purpose was to provide a structured review of the PVP, to identify gaps and improvements, and to educate key staff on what to expect when a PSPS event begins. Additional grant-eligible activities since July 1, 2019 include:

### *Plans*

- Improved the PVP to provide critical support for mass care, transportation, dispatch, fire and law deployment, fuel planning, generator deployment, etc.;
- Created an incident-focused Crisis Communications Plan, including a Mayor and City Council communications toolkit;
- Initiated Business Continuity and Continuity of Operations planning to supplement the PVP;
- Conducted training on the PVP including a workshop with PG&E and a tabletop exercise; and
- Provided inclusion of actions to support "at risk" or vulnerable populations and individuals with access and functional needs.

### *Public Education*

- Acquired audio visual equipment and materials to facilitate a social media campaign for use during an event; and
- Produced informational flyers in three languages (English, Spanish and Vietnamese), and distributed them in neighborhoods impacted by PSPS events.

### *One-time costs*

- Purchased water and light snacks at community centers that served as community resource centers;
- Procured rental services for additional generators and cooling units for community resource centers; and

- Purchased USB, mini USB, and other charging devices for use at the community resource centers to allow residents to charge devices.

Moving forward, the City plans to utilize the Cal OES grant funds on the following equipment and activities:

*Equipment*

- Research and procure green backup generator systems, such as solar-powered systems;
- Research and procure additional fueling trucks; and
- Research and procure generator connection devices and cables.

*Plans*

- Ongoing meetings and calls to refine and develop the PVP and continuity plans;
- Draft After Action Reports from the October 2019 PSPS events;
- Refine the Power Vulnerability Plan based on lessons learned from the October 2019 PSPS events;
- Develop and execute tabletop exercises and workshops to refine response plans;
- Conduct training and planning for Department Operations Centers that support field functions during a response; and
- Research and prepare additional planning on shelter facility needs.

*Public Education*

- Prepare additional planning and materials in response to future PSPS events.

*One-time costs*

- Purchase water and light snacks for community resource centers for future PSPS events.

The expenses outlined above, both already completed and planned, are considered eligible activities under the Cal OES grant. Response costs associated with the PSPS events, including Fire Department and Police Department response, overtime, and Emergency Operations Center staffing, are not eligible expenses.

As a condition of receiving funding, the City is required to collaborate with Santa Clara County (County). The City and County meet monthly to review plans, conduct training and other activities including simulating PSPS events. As a condition of the grant, the City is required to provide two reports (due in November 2020 and November 2022) outlining how funds have been used, including identifying projects and activities undertaken, any specific outcomes, and if they were used during PSPS events.

**CONCLUSION**

The Cal OES grant will provide \$500,000 in funding to support the development of plans and procurement of equipment to be used to improve the City's resiliency in emergencies, specifically PSPS events.

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

OEM will incorporate the PSPS planning activities into the annual work plan, and emergency management roadmap. OEM staff will report to the Public Safety, Finance, and Strategic Support Committee on the status of this grant and its expenditures, along with updates on the City's resiliency readiness and annual work plan.

### **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 January 28, 2020 Council meeting.

### **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office.

### **COMMISSION RECOMMENDATION/INPUT**

No commission recommendation or input is associated with this action.

### **FISCAL/POLICY ALIGNMENT**

This project aligns with the Public Safety CSA key service area priorities, including sustaining and restoring the City's critical and essential services through continuity of government and operations programs, managing response and recovery efforts, and advancing strategies toward improved regional interagency cooperation.

### **COST SUMMARY/IMPLICATIONS**

The Cal OES grant does not require a local match. Acceptance of these funds would provide the City with \$500,000, provided in one payment, to be used on eligible expenditures by October 31, 2022. As described above, the City engaged in over 650 hours of planning for PSPS events, representing staff costs of approximately \$100,000. During PSPS events, the City spent approximately \$40,000 related to rental of emergency power generation equipment and food and beverage for PSPS response workers and for the community resource centers. Staff will evaluate

January 13, 2020

Subject: Cal OES Grant Acceptance Actions

Page 5

the extent to which these eligible costs will be paid by the CalOES grant versus applying the proceeds toward expected future costs related to planning, education, and equipment.

**BUDGET REFERENCE**

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

Fund #	Appn #	Appn. Name	Current Total Appn	Budget Action	2019-2020 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
001	NEW	Public Safety Power Shutoff Resiliency	N/A	\$500,000	N/A	N/A
001	R100	Revenue from State of California	\$15,417,355	\$500,000	VI-36	11/05/2019 Ord. No. 79293

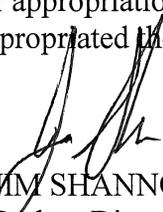
**CEQA**

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

/s/  
RAYMOND RIORDAN  
Director, Office of Emergency Management

  
JIM SHANNON  
Budget Director

I hereby certify that there will be available for appropriation in the General Fund in 2019-2020, monies in excess of those heretofore appropriated therefrom, said excess being at least \$500,000.

  
JIM SHANNON  
Budget Director

For questions please contact Raymond Riordan, Director of the Office of Emergency Management, at 408-794-7050 or [ray.riordan@sanjoseca.gov](mailto:ray.riordan@sanjoseca.gov)