

LOS ANGELES FIRE DEPARTMENT



BRIAN L. CUMMINGS
FIRE CHIEF

March 5, 2013

BOARD OF FIRE COMMISSIONERS
FILE NO. 13-030

TO: Board of Fire Commissioners

FROM: Brian L. Cummings, Fire Chief

SUBJECT: 2011 COOPERATIVE AGREEMENT EXTENSION REQUEST - FEMA
URBAN SEARCH AND RESCUE TASK FORCE, COUNCIL FILE
11-1941

FINAL ACTION:	<input 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 Withdrawn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

Recommendations: That the Board:

1. Approve and transmit the report to the Mayor and the City Clerk for Committee consideration and City Council approval.

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

2. Authorize the Controller to transfer \$75,000 from Department 38, Fund 100, Account 001012 (Salaries, Sworn) to Department 38, Fund 335, Account 38-011R, to support the necessary expense and purchase of equipment items that will be reimbursed by the Federal Emergency Management Agency (FEMA) grant.
3. Authorize the Fire Chief, or his designee, to deposit the FEMA grant funds received under this cooperative agreement into Department 38, Fund 335 (Fire Department Grants).
4. Authorize the Controller to transfer FEMA grant funds, from Department 38, Fund 335 to Department 38, Fund 100, Account 001012 (Sworn Salaries), based on the Los Angeles Fire Department (LAFD) submissions to the Office of the City Administrative Officer (CAO) documenting actual costs incurred for this FEMA Urban Search and Rescue (US&R) no-match Cooperative Agreement Program through the end of the extended grant term of January 31, 2014.
5. Authorize the Controller to transfer the uncommitted balance of advanced funds as of June 1, 2013, from Department 38, Fund 335, Appropriation Account 38-011R to Department 38, Fund 100, Account 001012 (Sworn Salaries) to meet payroll needs.

Summary:

On April 4, 1993, the Mayor and City Council authorized the LAFD to execute a Memorandum of Agreement (MOA) with the Governor's Office of Emergency Services and the FEMA. These actions established LAFD as a sponsoring agency and host of a FEMA US&R Task Force, California Task Force 1 (CA-TF 1). Through the MOA, FEMA supports CA-TF 1 annually using a Cooperative Agreement (Agreement) to fund the program. The Agreement supports an equipment cache, CA-TF 1 member training, and full-time personnel to manage the cache and administrate CA-TF1's US&R program.

The Agreement's funding mechanism uses a "draw-down" system where the LAFD loans funds from its existing general fund accounts for CA-TF 1 expenditures, which is reimbursed by drawing down from the grant award and reimbursing LAFD accounts. The Agreement does not require a cost-share by either the LAFD or City.

On January 13, 2012, Council accepted a FEMA Cooperative Agreement Grant (EMW-2011-CA-K00049) in the amount of \$1,085,078 for the Performance Period of August 1, 2011 through January 31, 2013 (C.F. 11-1941). On January 9, 2013, FEMA extended this Agreement until January 31, 2014 in order to complete the grant expenditures as part of the 2011 Statement of Work.

Fiscal Impact:

The 2011 Cooperative Agreement is a fully reimbursable, "draw-down" grant with no cost-share. There is no long-term fiscal impact.

Conclusion:

As the sponsoring agency of a US&R Task Force, CA-TF 1, the LAFD receives annual grants to support, maintain, and enhance CA-TF 1'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 \$1,085,078 of which \$181,173 remains available for expense and equipment. The LAFD is asking for use of \$75,000 within this Fiscal Year 2012/2013 and will request the remaining funds in the next fiscal year.

Board report prepared by Mary Reuschel, Management Analyst II, Emergency Services Bureau.