



# REPORT TO COUNCIL 13

## City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
www. CityofSacramento.org

Consent  
**October 30, 2007**

**Honorable Mayor and  
Members of the City Council**

**Title: ACCEPTANCE OF ANNUAL FEDERAL FUNDS FOR CALIFORNIA  
TASK FORCE SEVEN, URBAN SEARCH AND RESCUE TEAM**

**Location/Council District:** Citywide

**Recommendation:**

Adopt a Resolution: 1) accepting annual federal funding in the amount of \$809,000 for California Task Force Seven, Urban Search & Rescue Team (CA TF-7 US&R); 2) establishing a multi-year operating grant for CA TF-7 US&R (G667); 3) establishing an \$809,000 revenue and expenditure budget for the CA TF-7 US&R Program (G667); 4) converting two limited term administrative positions to career positions; and 5) adding two limited term positions for the management of grant equipment (cache).

**Contact:** Ed Vasques, Assistant Chief Special Operations, 264-7522, and Denise K. Pinkston-Maas, Support Services Manager, 808-1604

**Presenters:** N/A

**Department:** Fire Department

**Division:** Special Operations

**Organization No:** 2553

**Description/Analysis**

**Issue:**

The City of Sacramento Fire Department is the sponsoring agency for California Task Force Seven (CA TF-7), Urban Search and Rescue (US&R). On January 9, 2007, the Sacramento City Council authorized the City Manager to apply for annual federal funding from the Federal Emergency Management Agency (FEMA) for the operation of CA TF-7 (Resolution No. 2007-013). This is report is recommending that the City Council authorize the City Manager, or his designee, to accept funds in the amount of \$809,000.

The US&R program in the City of Sacramento is supported by a combination of City and grant funded positions. Currently there are two limited term administrative positions and two logistics contractors responsible for maintaining grant equipment (cache) for deployments. The department has experienced retention issues related to the administrative positions being limited term.



Conversion of the two administrative positions to full time career positions will assist in providing trained staff familiar with the grant requirements. Additionally, as it has become more difficult to attract and retain independent contractors to maintain the grant cache, the department is recommending that two limited term positions be added to the Fire Department. The new limited term positions will be responsible for maintenance of the cache and will replace the existing contract staff. Funding for the four assigned grant positions will come from the annual US&R grant funds.

**Policy Considerations:**

The City of Sacramento's Strategic Planning – Strategic Budgeting effort adopted in FY2006/07 included Public Safety as one of the five focus areas. The Vision for this focus area includes building an effective regional multi-hazard planning, preparedness, response and recovery system. The US&R grant funds will provide federal and state funding that will be used to staff, train and equip a regional emergency response team.

**Committee/Commission Action:** None

**Environmental Considerations:**

Ongoing administrative and maintenance activities, such as purchase of supplies, equipment or materials, which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act. CEQA Guidelines, Section 15061 (b)(1), 15378(b)(3).

**Rationale for Recommendation:**

The City of Sacramento Fire Department is the sponsoring agency for the CA TF-7 US&R Team. The team also includes the following participating agencies: Sacramento Metropolitan Fire District, West Sacramento Fire Department, and the El Dorado County Fire Protection District. Currently there are four additional fire departments joining the team: Elk Grove Community Services District Fire Department, Folsom Fire Department, Roseville Fire Department, and Sacramento International Airport Fire Department. The City of Sacramento Fire Department, representing the City as the sponsoring agency, is responsible for organizing, equipping, and maintaining the specialized equipment cache, training task force personnel, and mobilizing the team upon activation. To receive the annual federal US&R funds of \$809,000, the city must sign the Assistance Award agreement; therefore, we are requesting authorization for the City Manager, or his designee, to execute the agreement. (The Assistance Award agreement is available for review in the Office of the City Clerk.)

**Financial Considerations:**

The CA TF-7 US&R grant funding will be used for personnel costs, training, storage and maintenance, and purchase of supplies and equipment in order to maintain a state of readiness. To meet the grant reporting and audit requirements staff is recommending that a grant be established with a revenue and expenditure budget in the amount of \$809,000. No augmentation to the Fire Department budget is being requested, as all program costs including the staff costs associated with the conversion of two full time career positions and addition of two limited term positions will be charged to the grant. In the event that funding for this program is eliminated, staff will return to the City Council with a plan to address the four positions (two full time career and two full time limited term) and equipment associated with this grant.

**Emerging Small Business Development (ESBD):**

Staff will follow the emerging and small business guidelines when purchasing supplies or services under this grant.

Respectfully Submitted by:   
for Ed Vasques  
Assistant Fire Chief

Approved by:   
Forrest Adams  
Fire Chief

Recommendation Approved:

  
Ray Kerridge  
City Manager

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**Attachment 1**

**RESOLUTION NO.**

Adopted by the Sacramento City Council

**AUTHORIZING ACCEPTANCE OF ANNUAL FEDERAL FUNDING FOR  
CALIFORNIA TASK FORCE SEVEN URBAN SEARCH AND RESCUE TEAM**

**BACKGROUND**

- A. The Urban Search & Rescue Team sponsored by the City of Sacramento consists of personnel from the City of Sacramento Fire Department and seven other participating agencies. The Sacramento Fire Department, representing the City as the sponsoring agency, is responsible for organizing, equipping, and maintaining the specialized equipment cache, training task force personnel, and mobilizing the team upon activation.
- B. Each year, the City of Sacramento Fire Department, as the sponsoring agency, must submit an application for annual funding to receive monies to support the administrative requirements, training, equipment maintenance and/or purchases in order to ensure Task Force readiness.
- C. On January 9, 2007, the Sacramento City Council authorized the City Manager to apply for annual federal funding from the Federal Emergency Management Agency (FEMA) for the operation of CA TF-7 in the amount of \$809,000 (Resolution No. 2007-013).
- D. On May 24, 2007, the City of Sacramento Fire Department was advised by FEMA that CA TF-7 US&R's application was approved.
- E. The City of Sacramento Fire Department currently has two limited term administrative positions and two logistics contractors responsible for managing the grant and maintaining grant equipment (cache) for deployments.
- F. In an effort to address existing retention and contracting issues, the department is recommending the conversion of two administrative positions to full time career positions and replacing the use of contract services with two limited term positions that will be funded from the US&R grant.
- G. An augmentation to the Fire Department budget is not needed as all costs will be charged to the US&R grant project. In the event that funding for this program is eliminated in the future, staff will return to the City Council with a plan to address the four positions (two full time career and two full time limited term) and equipment associated with this grant.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL  
RESOLVES AS FOLLOWS:**

- Section 1. The City Manager, or his designee, is authorized to execute the agreement to accept the annual federal funding for California Task Force Seven, Urban Search & Rescue Team (CA TF-7 US&R), in the amount of \$809,000.
- Section 2. A multi-year operating grant for CA TF-7 US&R (G667) shall be established.
- Section 3. A revenue and expenditure budget in the amount of \$809,000 shall be established for the CA TF-7 US&R Program (G667).
- Section 4. The two limited term administrative positions (Administrative Analyst and Typist Clerk III) shall be converted to two full time career positions.
- Section 5. Two limited term positions (Cache Logistics Coordinator and Supervising Cache Logistics Coordinator) for the management of grant equipment (cache) shall be added to the Fire Department.
- Section 6. In the event that the US&R program funding for these positions is eliminated or reduced in the future, the positions will be reduced accordingly.