

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 11, 2024

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

Homeland Security Grant Program Resolutions

RECOMMENDATION(S)

1. Adopt **Resolution No. 2024-83** that amends Resolution No. 2022-16 and Resolution No. 2022-138 by revising the title of the Emergency Services Manager to the Director of Emergency Management as an authorized agent for the Fiscal Year 2021 Homeland Security Grant Program.
2. Adopt **Resolution No. 2024-84** that amends Resolution No. 2022-237 by revising the title of the Emergency Services Manager to the Director of Emergency Management as an authorized agent for the Fiscal Year 2022 Homeland Security Grant Program.
(Presenter: Crisanta Gonzalez, Director, 356-3988)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). There is no financial impact related to this item.

BACKGROUND INFORMATION

The San Bernardino County (County) Office of Emergency Services applies annually for the Homeland Security Grant Program (HSGP). As part of the application process, the County is required to adopt a Board Governed Resolution authorizing designated personnel to take certain actions necessary for the administration of these grants. Current resolutions authorize the Chairman of the Board of Supervisors, the Chief Executive Officer, the Deputy Executive Officer, or the Emergency Services Manager to execute and file documents with the California Governor's Office of Emergency Services (Cal OES) and to act as signatories for grant reimbursement claims, performance reports, and other documents needed to administer the grants and to execute non-substantive project modifications and grant amendments on behalf of the County.

On June 14, 2022 (Item No. 110) the San Bernardino County Fire Protection District (SBCFPD) Board of Directors adopted Resolution No. 2022-95 to approve the SBCFPD's 2022-23 Budget, which included the reclassification of the Emergency Services Manager to the Director of Emergency Management. Cal OES requires updated resolutions for all open grants when there are changes to the authorized agents. The recent position title change of the Emergency

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Services Manager to the Director of Emergency Management needs to be reflected in updated resolutions to accurately reflect titles of authorized agents.

On January 25, 2022 (Item No. 24), the Board of Supervisors (Board) adopted Resolution No. 2022-16, authorizing designated personnel, including the Emergency Services Manager, to take certain actions necessary for the administration of the Fiscal Year 2021 HSGP. On July 12, 2022 (Item No. 52), the Board adopted Resolution No. 2022-138 for the Fiscal Year 2021 HSGP which amended Resolution No. 2022-16 by adding the Deputy Executive Officer as an authorized agent to take certain actions necessary for the administration of the grants in addition to the authorized agents originally listed in Resolution No. 2022-16. Cal OES requires that the titles of the authorized agents match the titles listed in the resolutions for each HSGP grant. Therefore, the title of the Director of Emergency Management needs to be reflected in an amended resolution for the Fiscal Year 2021 HSGP.

On December 13, 2022 (Item No. 36), the Board adopted Resolution No. 2022-237 for the Fiscal Year 2022 HSGP, authorizing designated personnel, including the Emergency Services Manager to take certain actions necessary for the administration of the grant. The title of the Director of Emergency Management needs to be reflected in an amended resolution for the Fiscal Year 2022 HSGP, as well.

As part of the administration of the HSGP grants, the County Office of Emergency Services is required to submit signed reimbursement claims and other documents approximately once a month throughout the 3-year performance period. Approval of this item will allow the County Office of Emergency Services to continue to administer the grants and process reimbursement claims and other documents necessary to ensure that all required documents are submitted in a timely manner to meet Cal OES deadlines.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on May 14, 2024; Finance (Carl Lofton, Administrative Analyst, 387-5404) on May 23, 2024; Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 24, 2024.

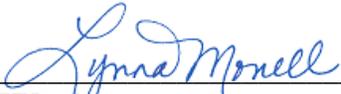
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 11, 2024



cc: File - Administrative Office w/ resolutions
JLL 06/21/2024