

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF THE SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT  
AND RECORD OF ACTION**

July 28, 2020

**FROM**

**DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District**

**SUBJECT**

FY 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental Award

**RECOMMENDATION(S)**

Acting as the governing body of the San Bernardino County Fire Protection District (SBCFPD):

1. Accept the FY 2020 Assistance to Firefighters Grant - COVID-19 Supplemental (AFG-S) grant award (**County Contract No. 20-623**) (No. EMW-2020-FG-00469) in the amount of \$697,072.72 from the Federal Emergency Management Agency (FEMA), U.S. Department of Homeland Security for use in the purchase of Personal Protective Equipment and associated supplies related to the COVID-19 response.
2. Approve the following grant award documents associated with the FY 2020 AFG-S award (No. EMW-2020-FG-00469):
  - a. Award Letter.
  - b. Summary Award Memo.
  - c. Agreement Articles.
  - d. Obligating Document.
  - e. FY 2020 AFG-S Notice of Funding Opportunity.
3. Authorize the Fire Chief/Fire Warden and/or Deputy Fire Chief to proceed with the following actions on behalf of SBCFPD regarding the FY 2020 AFG-S grant award:
  - a. Accept the award through the FEMA Grants Outcomes system.
  - b. Execute and file documents identified in Recommendation No. 2 with FEMA for acceptance of the grant award.
  - c. Act as signatories for grant reimbursement claims, performance reports, and other documents required to administer the grant award.
  - d. Execute any grant amendments to extend the performance timelines, subject to County Counsel review.
4. Direct the officials listed in Recommendation No. 3 to transmit all documents and amendments in relation to the FY 2020 AFG-S award to the Secretary of the Board of Directors within 30 days of execution.

(Presenter: Dan Munsey, Fire Chief/Fire Warden, 387-5779)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

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**FINANCIAL IMPACT**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Acceptance of this \$697,072.72 grant award requires SBCFPD to contribute a matching amount of \$104,560.91 (15% of the federal contribution) resulting in a total of \$801,633.63 for the purchase Personal Protective Equipment (PPE) and related supplies. The local match has already been accomplished by SBCFPD since this grant covers PPE purchases since January 1, 2020. Revenue and appropriation related to this grant will be included in a future quarterly budget report for approval by the Board of Directors (Board).

**BACKGROUND INFORMATION**

On May 14, 2020, the Chief Executive Officer, in accordance with County Policy No. 05-13, authorized SBCFPD to submit an application for the FY 2020 AFG-S grant offered through FEMA. The purpose of the AFG-S is to award grants directly to fire departments to immediately enhance their ability to protect the health and safety of the public, as well as that of first-responder personnel. The AFG-S is a competitive grant that provides funds for the purchase of PPE and related supplies for our nation's first responders during the coronavirus (COVID-19) response. The AFG-S objectives are to provide resources that equip personnel to respond to the pandemic and support community resilience. Through this funding opportunity, FEMA directly awards funding for PPE and other supplies to fire departments to support first responders with COVID-19 interventions. The award of this grant is a tremendous help in SBCFPD's mission to serve the people of San Bernardino County.

Due to the COVID-19 crisis, SBCFPD has implemented stringent safety policies and procedures. These directives are to protect the first responders and the cities/communities that SBCFPD serves. When the County of San Bernardino declared the local emergency on March 10, 2020 (Item No. 75) for COVID-19, SBCFPD became proactive in the immediate purchase of PPE. This purchase included respiratory protection, face masks, eye protection, and protective coveralls. SBCFPD is actively ensuring that PPE is readily available to its first responders.

On June 30, 2020, SBCFPD was notified by FEMA that its FY 2020 AFG-S application was successful and that \$697,072.72 in federal funds had been awarded. All activities under this grant are limited to the purchase of PPE and supplies to prevent, prepare for, and respond to COVID-19. This includes reimbursement for expenditures incurred since January 1, 2020. The funding source for this grant is the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Div. B (Pub. L. No. 116-136).

Board approval is required to accept these grant funds in accordance with County Policy No. 05-13. This item is being approved retroactively due to the grant's performance period beginning on July 3, 2020. Although the grant performance period is effective July 3, 2020, FEMA is allowing the use of grant funds for reimbursement of PPE and supplies purchased since January 1, 2020. The performance period for this grant expires on July 2, 2021.

As required by FEMA, SBCFPD is requesting a delegation of authority for the officials listed in Recommendation No. 3 to execute documents related to acceptance of the grant award, submittal of the periodic reports, and, if necessary, any non-substantive grant amendments. Execution of any grant amendments to extend the performance timelines is contingent upon review by County Counsel.

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**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Scott Runyan, Deputy County Counsel, 387-5455) on July 13, 2020; Finance (Tom Forster, Administrative Analyst, 387-4635) on July 13, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on July 14, 2020.

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Record of Action of the Board of Directors  
San Bernardino County Fire Protection District

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales    Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, SECRETARY

BY   
DATED: July 28, 2020



cc:    SBCFPD- Munsey w/agree  
      Contractor-C/O SBCFPD w/agree  
      File- w/agree  
la     08/3/2020