

**South Portland City Council
Position Paper of the City Manager**

Subject:

ORDER #126-13/14 – Accepting a 2013 Homeland Security Grant of \$164,090.79 from the Maine Emergency Management Agency. Passage requires majority vote.

Position:

The City filed a grant application to the Maine Emergency Management Agency (MEMA) for funds from the Department of Homeland Security. On February 10, 2014, we received notice from MEMA Acting Director Bruce Fitzgerald that we were eligible for grant funding of \$164,090.79. The State Homeland Security Program (SHSP) share is \$121,689.02 and the Law Enforcement Terrorism Prevention Program (LETPP) Share is 42,401.77.

These funds will be used for the following expenses:

SHSP Share		LETPP Share	
Homeland Security Training	\$16,689.02	Public Safety LE Communications Equipment	\$15,000.00
Site Security & Surveillance Equipment	\$25,000.00	LE Public Safety Equipment to Tactical Entry Teams	\$10,000.00
Public Safety Equipment	<u>\$80,000.00</u>	LE Training Funds to Provide Classroom Expenses, DHS Programs	\$8,000.00
	\$121,689.02	LE Site Security and surveillance equipment	<u>9,401.77</u>
			\$42,401.77

The City has been fortunate to receive these grants for a number of years. In 2007, the City received \$292,522. This provided salary, benefits and training costs as well as interoperability communications projects and the purchase of equipment for the Public Safety Department.

In 2008 the City received \$297,728, which again, provided salary and benefits for an Emergency Management Planner, EMA expenses, training costs and interoperability communications projects as well as the purchase of equipment for the Public Safety Department and an incident command vehicle.

In 2009 the City received \$310,725, to continue funding for EMA anticipated expenses, training costs, Public Safety systems integration into GIS, communications interoperability projects, transit bus mobile surveillance system and Public Safety equipment.

In 2010, the City received \$328,115.90, for a Management Planner, training, drills, exercises, HS security camera and pass card, Public Safety equipment, site security and Comm. projects, DMTS and software/hardware, radio upgrades, and CBRNE detection equipment.

In 2011, the City received \$227,500.08 for salary and benefits for the Emergency Management Planner, training, telephone, EOC Ops, printing, Homeland Security training, site security & surveillance equipment, Public Safety equipment, EM Planner salary and benefits, Public Safety LE communications equipment, LE training, and LE Public Safety equipment for tactical teams.

In 2012, the City received \$107,722.89 for Homeland Security training, site security and surveillance equipment, Public Safety equipment, Public Safety LE communications equipment, LE training funds to provide classroom expenses and DHS programs, and LE Public Safety equipment for Tactical Teams.

Included is a memorandum from Fire Chief Kevin Guimond regarding this item. He will be at Monday's meeting to answer any questions.

Requested Action:

Council passage of ORDER #126-13/14.


City Manager



**Kevin W. Guimond Fire Chief
Director of Emergency Management
City of South Portland
20 Anthoine St.**

March 15, 2014

James Gailey City Manager
25 Cottage Road
South Portland, ME 04106

Dear Jim:

The City of South Portland through the Office of Emergency Management, the Fire Department and Police Department requested Homeland Security grant funds for the federal FY 2013 budget year. We have been the recipient of these funds since FY 2003. On February 10, 2014 we were notified that the city has been awarded \$164,090.79. This is an increase of over \$56,000 over last year's award.

This grant was approved in the following manner, \$42,401.77 for Law Enforcement specific projects, and \$121,689.02 for other Homeland Security preparedness and response initiatives. The City of South Portland is considered a Metro region by Maine Emergency Management agency. This designation provides for a direct allocation based on our risks and responsibilities.

The city maintains an Emergency Management Leadership Team as well as a rapid response capability of emergency responders. We have taken a leadership role in the State of Maine, and their confidence in us is demonstrated in this award and continued cooperation. We have refocused our Emergency Management program on maintaining the capacity we currently have in place, not starting new initiatives. This past year we have expended funds on maintenance of our transportation and security systems as well as replacing some of our outdated equipment. We have found technology is expensive, and without this funding we would not be able to maintain the level our responders have become accustomed to operating at.

The Police Department and Fire Department also were able to send several employees out of state for advanced training. This experience helps build confidence as well as morale. The best recent example is the fire department is in the process of hiring four new firefighters. As part of their initial training they all will be attending Haz Mat school in Aniston Alabama.

There is no cash match required for this funding and we have until August 31, 2015 to expend these funds. I would respectfully ask that you forward this grant to our City Council for acceptance as required.

Sincerely,

Kevin W. Guimond
Fire Chief / Emergency Management Director



STATE OF MAINE
 DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
 MAINE EMERGENCY MANAGEMENT AGENCY
 72 STATE HOUSE STATION
 AUGUSTA, MAINE 04333-0072

PAUL R. LEPAGE
 GOVERNOR

BG JAMES D. CAMPBELL
 COMMISSIONER

PHONE: 207-624-4400/800-452-8735
 FAX: 207-287-3178

BRUCE FITZGERALD
 ACTING DIRECTOR

February 10, 2014

Kevin W. Guimond, Fire Chief
 City of South Portland (Fire Department)
 684 Broadway
 South Portland, ME 04106

Dear Chief Guimond:

I am pleased to notify you of the **City of South Portland's** FY2013 Homeland Security Grant Program funding award through the Maine Emergency Management Agency. I am pleased to award **\$164,090.79** to the **City of South Portland** to improve preparedness and response capabilities for Homeland Security related events in the State of Maine.

In order to move forward with the FY2013 funding, MEMA requests that you sign and return the attached MOU, as well as the two new attachments. **Please verify your DUNS number in Attachment 1 to the MOU, as part of a new Federal requirement.** Application guidance and forms can be found on MEMA's website at: www.maine.gov/mema

This funding will be available from the date of this letter until either: 1) the funds are completely drawn down for eligible expenses or 2) August 31, 2015. MEMA will not reimburse for expenses under the grant until the signed MOU has been received.

Specifically, you are authorized to make the following purchases in accordance with your FY2013 grant application:

- Trng 1st Responder aimed \$16,689.02
- Public Safety Equip. \$80,000.00 (SHSP)
- LE Public Safety Equip. \$10,000.00
- Security & Surv. Equip. * \$25,000.00
- LE Comm. Equip. \$15,000.00
- Security & Surv. Equip. \$8,000.00

***Some of the approved Equipment installations may be subject to an Environment and Historical Preservation Review (forms included).**

I congratulate you on this important funding award and look forward to continuing to work with you to improve Maine's preparedness and response capabilities. Please do not hesitate to contact me if you have any questions regarding this grant award notice.

Thank you again for your application.

Sincerely,

Bruce Fitzgerald
 Acting Director

U. S. Department of Homeland Security
 FY2013 State Homeland Security Grant Program
 Grant Number: EMW-2013-SS-00081
 CFDA Number: 97.067
 Grant Period: 9-1-13 to 8-31-15



**Kevin W. Guimond Fire Chief
Director of Emergency Management
City of South Portland
20 Anthoine St.**

February 4, 2014
Mr. Bruce Fitzgerald
Maine Emergency Management Agency
45 Commerce Drive
Augusta, ME. 04330

Dear Bruce:

The City of South Portland requests Homeland Security grant funds for federal FY 2013 in the amount of \$164,090.79. (\$121,689.02 SHSP and \$47,401.77 LETPP) as referenced in Rob McAleer's September 18th correspondence. Our request is based on the following anticipated costs and assumptions over the FY 2013 grant period. We have provided an outline defining SHSP and LETPP anticipated projects.

SHSP (\$121,689.02)

1. Costs to conduct homeland security training. This training will include participation in drills and exercises; this request is directed at Fire Department, Haz Mat, Emergency Management, Emergency Medical Services responders.
 - a. Fire Department Haz Mat training and overtime/backfill costs to send firefighters and officers to WMD related specialized training such as Anniston, TEEX and Nevada.
 - b. EMA training, including ICS/NIMS and EOC training
 - c. EOC operations, printing costs associated with plans and other related expenses
 - d. Specialized training that may include high angle rescue, confined space

\$16,689.02

2. Costs associated with site security and surveillance equipment. This item also will allow us to maintain our Galaxy integrated security camera system that was funded through a combination of port grant funds as well as SHSP funds in the past. We currently share a system with the City of Portland that covers the port and also utilizes an access control system. We have video coverage of several high risk targets that were defined through various projects two covered in a BZPP plan.

\$25,000

3. Public safety equipment in the amount of \$80,000. This includes estimated costs associated with recurring hazmat team costs for our fire department, costs associated with upgrading WMD related capabilities as well as communication equipment, response equipment and CBRNE respiratory protection.
 - A. CBRNE approved equipment, SCBA / gas detection devices /pneumatic equipment
 - B. Level A replacement suits and operational equipment
 - C. Recurring hazmat team costs
 - D. Mobile data terminals
 - E. Portable radios
 - F. Computer hardware and software for ICS management and resources

\$80,000

LETPP (\$42,401.77)

1. Public safety law enforcement communications equipment these funds will be directed towards the mobile environment. This includes computer hardware and software, radios, and needed support products for the police department.

\$15,000
2. Law Enforcement public safety equipment for tactical entry teams.

\$10,000
3. Law enforcement training funds to provide classroom expenses as well as backfilling to cover approved DHS programs.

\$8,000
4. Costs associated with site security and surveillance equipment utilized in the Law Enforcement environment. This item also will allow us to maintain our Galaxy integrated security camera system at public safety that includes interrogation rooms and public access areas.

\$9,401.77

We believe the above budget reflects the grant guidance provided by MEMA for this grant period. The focus has shifted to maintaining capacity in the programs that we have built with your assistance over the past ten years as well as training our employees. We will continue to review and update our site specific plans that have been put in place to help responders as well as train these responders at the highest possible levels. The Emergency Management Team in South Portland continues to take an all hazards approach to emergency planning, public education and awareness.

All Purchased funded through this grant shall follow Sec. 2-157 of the City of South Portland's purchasing ordinance.

Scope of purchasing authority. The agent shall have the power and it shall be his duty:

(a) Purchase or contract. To purchase or contract for all supplies and contractual services and improvements needed by any using department of the city, in accordance with purchasing procedures as prescribed by this division and such rules and regulations as the agent shall adopt for the internal management of the division of purchasing, including the purchasing manual, and such other rules and regulations as shall be prescribed by the city manager, finance director or the city council.

Please feel free to call me if you have any questions about this FY 2013 Homeland Security grant request and estimated budget. The City of South Portland greatly appreciates your help and guidance. I have attached the guidance forms used by my office to deem these projects acceptable.

Sincerely,

Kevin W. Guimond
Fire Chief /Director of Emergency Management
City of South Portland



CITY OF SOUTH PORTLAND

GERARD A. JALBERT
Mayor

JAMES H. GAILEY
City Manager

SUSAN M. MOONEY
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

IN CITY COUNCIL

ORDER #126-13/14

District One
MICHAEL R. POCK

District Two
PATRICIA A. SMITH

District Three
MELISSA E. LINSKOTT

District Four
LINDA C. COHEN

District Five
GERARD A. JALBERT

At Large
MAXINE R. BEECHER

At Large
THOMAS E. BLAKE

ORDERED, that the City Council hereby accepts a 2013 Homeland Security Grant in the amount of one hundred sixty-four thousand ninety dollars and seventy-nine cents (\$164,090.79) from the Maine Emergency Management Agency.

Said amount shall be credited to the FY Homeland Security Grant Account #212141-441001-14646.

Fiscal Note: \$164,090.79 Revenue

Dated: April 7, 2014