



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
County Counsel



DATE: February 28, 2011
BOARD MEETING DATE: March 15, 2011
SPECIAL NOTICE/HEARING: No
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors

FROM: Michael P. Murphy, County Counsel

SUBJECT: Designation of the Director of Public Works as the County's Agent for Disaster Cost Recovery

RECOMMENDATION:

Adopt the revised State of California's Office of Emergency Services' "Designation of Applicant's Agent Resolution For Non-State Agencies" designating the Department of Public Works as the County's agent for disaster cost recovery.

BACKGROUND:

Programs administered by the Federal Emergency Management Agency ("FEMA") and the California Emergency Management Agency ("Cal EMA") allow for local government agencies to recoup costs associated with responding to disasters. However, in order to recover such costs, the local government entity must submit documented expenditures and participate in an interactive application process with State and Federal authorities. This process requires the local government entity to designate "Authorized Agents" who may sign off on the documentation and communicate with Cal EMA and/or FEMA on its behalf.

DISCUSSION:

On November 2, 2010, the Board adopted a resolution designating management personnel from the Controller's Office as the County's Authorized Agent because the Controller's Office was heading the efforts to recoup costs associated with the San Bruno Fire. However, going forward, it is more efficient to name management personnel from the Department of Public Works as the County's Authorized Agent as Public Works has ongoing cost recovery efforts for events smaller in scale than the San Bruno Fire which involve costs mainly incurred by Public Works. Prior to the designation of the Controller, the County's Authorized Agents were these same positions from the Department of Public Works designated in the current proposal. The Authorized Agents will have the authority to deal directly with Cal EMA and/or FEMA.

The form resolution submitted for the Board's approval designates the Director of Public Works as the authorized agent for San Mateo County and further designates the Deputy

Director, Principal Civil Engineer, Senior Civil Engineer and Associate Civil Engineer in the Department of Public Works as alternate agents. This resolution as presented to the Board would apply to any future disasters. However, the Board may make disaster specific designations of other personnel, such as those from the Controller's Office, for any future incident. Such disaster specific designation would not void the universal designation. It is recommended the Board adopt this universal resolution because the Department of Public Works has ongoing projects for which it needs to communicate with Cal EMA and history has indicated the Department of Public Works will be the most heavily involved department in most minor disaster recovery efforts. The Board may at any time in the future adopt a new resolution changing the universal designation or making disaster specific designations.

Approval of this resolution contributes to the Shared Vision 2025 outcome of a Collaborative Community by seeking the recovery of available funds from the State and Federal agencies.

FISCAL IMPACT:

There is no fiscal impact in approving this form resolution. The fiscal impact of the amount of future reimbursement has yet to be determined.

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Supervisors County of San Mateo
(Governing Body) OF THE (Name of Applicant)

THAT Director of Public Works, OR
(Title of Authorized Agent) Deputy Director, OR
Principal Civil Engineer, OR
(Title of Authorized Agent) Senior Civil Engineer, OR
Associate Civil Engineer
(Title of Authorized Agent)

is hereby authorized to execute for and in behalf of the County of San Mateo, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it in the Office of Emergency Services for
the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford
Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster
Assistance Act.

THAT the County of San Mateo, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the State Office of Emergency Services for all matters pertaining to such state
disaster assistance the assurances and agreements required.

- This is a universal resolution and is effective for all open and future disasters.
- This is a disaster specific resolution and is effective for only disaster number(s) _____.

Passed and approved this 15th day of March, 2011

Sup. Carole Groom, President;
(Name and Title of Governing Body Representative)

Sup. Adrienne J. Tissier, Vice President;
(Name and Title of Governing Body Representative)

Sup. Rose Jacobs Gibson and Sup. Don Horsley
(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and Asst. Clerk of the Board of
(Name) (Title)
County of San Mateo, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

resolution passed and approved by the Board of Supervisors County of San Mateo
(Governing body) of the (Name of Applicant)

on the 15th day of March, 2011.

(Signature) Asst. Clerk of the Board of Supervisors
(Title)