

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
FIRE DEPARTMENT**

CONSENT AGENDA
ITEM NO. **43**

TO: Mayor and City Council

FROM: Robert Ojeda, Fire Chief

THROUGH: Terry M. Brechtel, City Manager

COPIES: J. Rolando Bono, Deputy City Manager; Chief Mike Miller, Emergency Management Coordinator; File

SUBJECT: Authorizing the Acceptance of the Fiscal Year 2002 Supplemental Appropriations Community Emergency Response Team Grant

DATE: June 26, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager to accept grant funds for the Fiscal Year 2002 Supplemental Appropriations Community Emergency Response Team Grant in the amount of \$66,999.96 from the Federal Emergency Management Agency (FEMA). These funds will allow the City to utilize existing personnel to train and support the formation of a Community Emergency Response Team (CERT). CERT Teams will promote community preparedness, family safety and engage citizens in volunteer emergency organization and support as part of a regional preparedness enterprise. This grant does not require a City match. The term of the grant is June 1, 2003 through December 31, 2003.

Staff recommends approval.

BACKGROUND INFORMATION

The 2002 Supplemental Appropriations Act for Further Recovery From and Response to Terrorist Attacks on the United States (Public Law 107-206) provides funding to assist states, tribal governments, and local governments in preparing for and managing the consequences of possible natural and manmade disasters. The Texas Association of Regional Councils (TARC) has been designated by the Governor's Division of Emergency Management to assist and support Community Emergency Response Team (CERT) training. TARC will administer the grant, establishing a means through which existing and new volunteers can mobilize effective teams in the event emergency first responders are unable to reach them. At the same time, it will stress preparedness of our citizens through training and education. Training will emphasize life-saving skills, team organization, and strengthening community through volunteerism.

CERT Grant funding will provide the City with Video and CD production of various training scenarios, additional training materials, and Red Cross CPR Certification/Training. The CERT program will conduct one training block per week for 8 weeks with a maximum number of 30 participants per session. Once the volunteers complete the training, they will be asked to perform a number of activities such as, identify safety needs and vulnerable individuals in our

neighborhoods, organize safety drills, and maintain CERT team equipment. CERT teams may be asked to monitor critical facilities in their neighborhood and serve the community by representing the City of San Antonio and the San Antonio Fire Department during community information fairs and outreach events. Volunteers will provide ongoing assistance to the Emergency Management Office and its staff during activation of its Emergency Operations Center (EOC) by monitoring local, regional and national events from within the EOC, and answering phone calls in the EOC on a 24-hour basis, if necessary

POLICY ANALYSIS

This ordinance continues the City's policy of seeking outside resources for the enhancement of Department programs.

FISCAL IMPACT

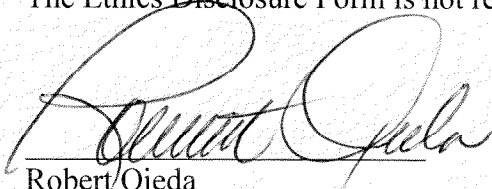
There are no cost-share or match requirements associated with the CERT grant funds. Since this is a one-year grant, if additional funding cannot be obtained, the City may have to incur costs in order to maintain the program. A detailed budget summary is attached.

COORDINATION

This ordinance has been coordinated with the Office of Management and Budget, Alamo Area Council of Government, Bexar County and San Antonio Police Department.

SUPPLEMENTAL COMMENTS

The Ethics Disclosure Form is not required.



Robert Ojeda
Fire Chief



Mike Miller
Assistant Chief



J. Rolando Bono
Deputy City Manager

Approved:



Terry M. Brechtel
City Manager

BUDGET SUMMARY & DETAIL

| | |
|----------------|---------------------------------|
| Grant Program | FY 02 Supplemental – CERT Grant |
| Applicant Name | City of San Antonio |

Budget Summary

| Budget Category | Program Costs | Administrative Costs* | TOTAL |
|-------------------------------------|--------------------|-----------------------|--------------------|
| Personnel (Salaries & Benefits) | \$ 0 | \$0 | \$0 |
| Travel | \$ 0 | \$0 | \$0 |
| Operating Expense | \$47,599.96 | \$0 | \$47,599.96 |
| Equipment | \$ 0 | \$0 | |
| Professional & Contractual Services | | | |
| Interlocal Contracts | \$15,400.00 | \$0 | \$15,400.00 |
| Other | \$4,000.00 | \$0 | \$4,000.00 |
| Subtotal | \$19,400.00 | \$0 | \$19,400.00 |
| TOTAL | \$66,999.96 | \$0 | \$66,999.96 |

* Limited to 5 percent of total grant

Budget Detail

Personnel: N/A

Travel: N/A

Operating Expenses:

Student Materials:

| | | |
|-------------------|-----------------------------------|--------------------|
| Helmet | \$8.00 per student X 480 students | \$ 3,840.00 |
| Pocket Mask (CPR) | \$8.50 per student X 480 students | \$ 4,080.00 |
| Work Gloves | \$4.98 per student X 480 students | \$ 2,390.40 |
| Work/Tool Belt | \$6.00 per student X 480 students | \$ 2,880.00 |
| Safety Glasses | \$2.98 per student X 480 students | \$ 1,430.40 |
| 3 Ring Binder | \$3.00 per student X 480 students | \$ 1,440.00 |
| Subtotal: | | \$16,060.80 |

Operating Expenses (cont)

One Time Expense (Classroom/Training Aids):

| | | | |
|-----------------------------------|-----------------------------|-------------|------------|
| Hazardous materials placards | \$ 5.00 X 5 | \$ 25.00 | |
| 40 BC Fire Extinguisher – 10lbs | \$ 45.00 X 30 | \$ 1,350.00 | |
| Resuscitation Mannequin & Access. | \$(To be supplied by AACOG) | \$ -0- | |
| Infant Resuscitation doll | \$(To be supplied by AACOG) | \$ -0- | |
| Adolescent Resuscitation doll | \$(To be supplied by AACOG) | \$ -0- | |
| Full Body Medical Mannequin 165lb | \$(To be supplied by AACOG) | \$ -0- | |
| Litter/Carrier – Plain Stretcher | \$ 178.95 X 8 | \$ 1,431.60 | |
| Blankets – Wool | \$ 5.00 X 40 | \$ 200.00 | |
| Instructor's Manual | \$ 5.00 X 20 | \$ 100.00 | |
| Moulage (Injuries) 95 piece kit | \$(To be supplied by AACOG) | \$ -0- | |
| Propane Burn Pans | \$ 310.00 X 2 | \$ 620.00 | |
| | Subtotal: | | \$3,726.60 |

Per Session Expense

| | | | |
|--|----------------------------|-------------|-------------|
| Paramedic Scissors | \$ 1.10 X 30 | \$ 33.00 | |
| Fire Extinguisher Recharge Expense – 10lbs | \$ 18.00 X 30 | \$ 540.00 | |
| Road Flares 36 in Case | \$ 20.20 X 3 | \$ 60.60 | |
| Face Shields 10 per box | \$ 15.60 X 3 | \$ 46.80 | |
| Latex Gloves 100 per box | \$ 5.54 X 1 | \$ 5.54 | |
| Box 4x4 bandages 200 in pkg | \$ 1.75 X 1 | \$ 1.75 | |
| Triangular Bandages 20in box | \$ 0.23 X 2 | \$ 0.46 | |
| 2" Gauze 12 per box | \$ 2.38 X 10 | \$ 23.80 | |
| 3" Gauze 12 per box | \$ 2.76 X 10 | \$ 27.60 | |
| 4" Gauze 12 per box | \$ 3.00 X 10 | \$ 30.00 | |
| 6" Gauze 12 per box | \$ 3.00 X 10 | \$ 30.00 | |
| Medical Tape 2" cloth = 6 per box | \$ 7.00 X 5 | \$ 35.00 | |
| Masking Tape each roll | \$ 2.00 X 15 | \$ 30.00 | |
| Medical Mask 50 in each box | \$ 19.75 X 1 | \$ 19.75 | |
| Towels 50 in each box | \$ 1.94 X 2 | \$ 3.88 | |
| Alcohol Pads box of 200 | \$ 1.70 X 1 | \$ 1.70 | |
| Alcohol 16 oz Bottle | \$ 0.58 X 15 | \$ 8.70 | |
| Splints/Bandages – 3" x 15" | \$ 2.04 X 30 | \$ 61.20 | |
| Splints/Bandages – 3" x 36" | \$ 3.36 X 30 | \$ 100.80 | |
| Splints/Bandages – 3" x 54" | \$ 4.57 X 30 | \$ 137.10 | |
| Multi Trauma Dressing | \$ 1.20 X 60 | \$ 72.00 | |
| Blankets – disposable (box of 18) | \$ 48.24 X 2 | \$ 96.48 | |
| | Per session: | \$ 1,366.16 | |
| | Sub-total for 16 sessions: | | \$21,858.56 |

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|---|-------------|-------------|
| Office Supplies: | \$ 900.00 | |
| T-Shirts: CERT Team T-shirts (\$15 x 120 students) | \$ 1,800.00 | |
| Postage: Routine correspondence (10 letters x .37 x 120 students) | \$ 444.00 | |
| Binding, Printing, and Reproduction: | \$ 2,810.00 | |
| | Sub-total: | \$ 5,954.00 |

Equipment: N/A

DESIGNATION OF GRANT OFFICIALS

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|---------------|---------------------------------|
| Grant Program | FY 02 Supplemental – CERT Grant |
|---------------|---------------------------------|

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|----------------|---------------------|
| Applicant Name | City of San Antonio |
|----------------|---------------------|

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|--------------------------|---|
| Project Director | |
| NAME | <input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Ms. Mike Miller |
| Title | Assistant Fire Chief – Office of Emergency Management |
| Official Mailing Address | San Antonio Fire Department 115 Auditorium Circle San Antonio, Texas 78205-1183 |
| Daytime Phone Number | (210) 207-8580 |
| Fax Number | (210) 207-7971 |
| E-mail Address | mmiller@sanantonio.gov |

| | |
|--------------------------|---|
| Financial Officer | |
| NAME | <input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Ms. Rick Cortes |
| Title | Fiscal/Planning Officer |
| Official Mailing Address | San Antonio Fire Department 115 Auditorium Circle San Antonio, Texas 78205-1183 |
| Daytime Phone Number | (210) 207-8580 |
| Fax Number | (210) 207-7971 |
| E-mail Address | rcortes@sanantonio.gov |

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|--------------------------|--|
| Authorizing Official | |
| NAME | <input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Ms. Edward D. Garza |
| Title | Mayor |
| Official Mailing Address | City of Antonio BOX 839966 San Antonio, Texas 78283-3966 |
| Daytime Phone Number | (210) 207-7060 |
| Fax Number | (210) 207-4077 |
| E-mail Address | egarza@sanantonio.gov |