

**COUNTY ADMINISTRATOR**  
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TO: Jeff Irwin, Chair  
Ways & Means Committee

THROUGH: Robert E. Guenzel  
County Administrator

FROM: Marc C. Breckenridge, Director  
Emergency Management & Homeland Security

DATE: September 7, 2005

SUBJECT: Approval of Annual Emergency Management Performance Grant

**BOARD ACTION REQUESTED**

The Office of Emergency Management is requesting that the Board of Commissioners authorize the Chair of the Board to sign the Emergency Management FY2006 Work Agreement and the County Administrator to sign the FY2006 Emergency Management Performance Grant Local Budget and State of Michigan Emergency Management Performance Grant agreement, and delegate contracts.

**BACKGROUND**

Washtenaw County has received pass-through funds supporting Emergency Management operations since 1979. These funds are now budgeted by the United States Department of Homeland Security (DHS) and passed through each state to local jurisdictions that meet strict capability requirements in the areas of emergency preparedness, planning, emergency response and disaster recovery. Washtenaw County's Emergency Management program meets or exceeds the requirements in all prerequisite categories for reimbursement funding.

**DISCUSSION**

DHS requires that agreements be made between each state and local emergency management program that defines specific preparedness activities and budgeted expenses before a county is qualified to receive federal reimbursement funds. A formal grant agreement is also required once DHS makes a final allocation determination. Our reimbursement has historically varied between 38% and 50% of the Emergency Management Director's salary and fringe benefits.

**IMPACT ON HUMAN RESOURCES**

None

**IMPACT ON BUDGET**

The state's allocation to Washtenaw County for FY 2005 was \$49,533.00 or 38% of eligible expenses. Reimbursement funds should be maintained at about the same level in 2006.

**IMPACT ON INDIRECT COSTS**

None

**IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES**

None

**CONFORMITY TO COUNTY POLICIES**

The proposed request is consistent with county policy and the existing emergency management resolution.

**ATTACHMENTS**

Work Agreement requiring signatures from the Chair of the Board (2 originals)  
Local Budget requiring Administrator's signature (2 originals)

A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD TO SIGN THE EMERGENCY MANAGEMENT FY2006 WORK AGREEMENT AND COUNTY ADMINISTRATOR TO SIGN THE LOCAL BUDGET FOR FY2006 FOR EMERGENCY MANAGEMENT PERFORMANCE GRANT WITH THE MICHIGAN STATE POLICE EMERGENCY MANAGEMENT DIVISION, FOR THE PERIOD OCTOBER 1, 2005 TO SEPTEMBER 30, 2006, TO REIMBURSE WASHTENAW COUNTY FOR UP TO 50% OF THE EMERGENCY MANAGEMENT DIRECTOR'S SALARY AND FRINGE BENEFITS; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 7, 2005

WHEREAS, since 1991 the Federal Emergency Management Agency has required the State of Michigan to enter into agreements with each county before disbursing Emergency Management funding; and

WHEREAS, the Emergency Management Performance Grant will reimburse the County for approximately 38% of the Emergency Management Director's salary and fringe benefits in fiscal year 2006; and

WHEREAS, resolution #92-0072 authorizes the Chair of the Washtenaw County Board of Commissioners and the County Administrator to address functional and operational issues relating to Emergency Management; and

WHEREAS, Emergency Management Performance Grant funding has remained consistent and recurring on an annual basis; and

WHEREAS, the agreement places no additional programmatic burden on the County or the Emergency Management Division; and

WHEREAS, this matter has been reviewed by Corporation Counsel, Human Resources, the Finance Department, the County Administrator's Office, and the Ways & Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the Chair of the Board to sign the Emergency Management FY2006 Work Agreement and the County Administrator to sign the Local Budget for FY2006 for Emergency Management Performance Grant with the State of Michigan for the period of October 1, 2005 through September 30, 2006, as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Administrator to sign the delegate contracts in conformity with the application upon review of Corporation Counsel to be filed with the County Clerk

