



COUNTY ADMINISTRATOR  
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TO: Conan Smith  
Chair, Ways & Means Committee

THROUGH: Robert E. Guenzel  
County Administrator

FROM: Marc C. Breckenridge  
Director, Emergency Management

DATE: January 21, 2009

SUBJECT: Annual Emergency Management Performance Grant

**BOARD ACTION REQUESTED:**

It is requested that the Board of Commissioners ratify the signature of the Chair of the Board on the Emergency Management FY2009 Work Agreement; ratify the signature of the County Administrator on the Emergency Management Performance Grant Local Budget for FY 2009 and on the State of Michigan FY2009 Emergency Management Performance Grant agreement with the State of Michigan Police Emergency Management and Homeland Security for the period of October 1, 2008 through September 30, 2009 in the amount of \$72,808; and delegate contracts.

**BACKGROUND:**

Washtenaw County has received pass-through funds supporting Emergency Management operations since 1979. These funds are currently budgeted by the United States Department of Homeland Security (DHS) and passed through each state to local jurisdictions that meet strict capability requirements. Under the Emergency Management Performance Grant program, Michigan counties with a full-time Emergency Management Director and a local emergency program that operates in full compliance with the Michigan Emergency Management Act (P.A. 390 of 1976, as amended) may be reimbursed for up to 50% of the Director's salary and fringe benefits. Washtenaw County's Emergency Management program meets the requirements in all prerequisite categories for reimbursement funding.

**DISCUSSION:**

DHS requires that agreements be entered into between each state and local emergency management program defining specific preparedness activities and budgeted personnel expenses before a county is qualified to receive federal reimbursement funds. A formal grant agreement is also required once the Michigan State Police Emergency

Management and Homeland Security Division, acting as DHS's State Administrative Agency, makes a final allocation determination over the next four months. Our reimbursement has historically varied between 34% 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 2006/07 was \$46,997 or 34% of eligible expenses and for FY 2007/08 our allocation increased to \$51,686 or 35.7% of eligible expenses. We expect federal reimbursement funds to be maintained at approximately the same level for the FY 2008/09 grant cycle.

**IMPACT ON INDIRECT COSTS:**

None

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

None

**CONFORMITY TO COUNTY POLICIES:**

This request conforms with County policy and the Emergency Management resolution.

**ATTACHMENTS /APPENDICES:**

Budget for Emergency Management Performance Grant  
Work Agreement for Emergency Management Performance Grant

A RESOLUTION RATIFYING THE SIGNATURE OF THE CHAIR OF THE BOARD OF COMMISSIONERS ON THE EMERGENCY MANAGEMENT WORK AGREEMENT; RATIFY THE SIGNATURE OF THE COUNTY ADMINISTRATOR ON THE EMERGENCY MANAGEMENT PERFORMANCE GRANT LOCAL BUDGET AND ON THE STATE OF MICHIGAN EMERGENCY MANAGEMENT PERFORMANCE GRANT AGREEMENT WITH THE MICHIGAN STATE POLICE EMERGENCY MANAGEMENT AND HOMELAND SECURITY DIVISION FOR THE PERIOD OCTOBER 1, 2008 TO SEPTEMBER 30, 2009 IN THE AMOUNT OF \$72,808; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

FEBRUARY 4, 2009

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, Michigan counties with a full-time Emergency Management Director and a local emergency program that operates in full compliance with the Michigan Emergency Management Act (P.A. 390 of 1976, as amended) may be reimbursed up to 50% of the Director's salary and fringe benefits; and

WHEREAS, the 2009 Emergency Management Performance Grant will reimburse the County for approximately 36% of the Emergency Management Director's salary and fringe benefits in fiscal year 2009 based on reimbursement trends over the past five years; 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, 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 FY2009 Work Agreement and the County Administrator to sign the Local Budget for FY2009 for Emergency Management Performance Grant with the State of Michigan for the period of October 1, 2008 through September 30, 2009; and

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the grant application:

1. Authorizing the Administrator to sign the Notice of Grant Award
2. Authorizing the Administrator to sign the delegate contracts in conformity with the application/award upon review of Corporation Counsel, to be filed with the County Clerk