

## LEGISLATIVE FACT SHEET

DATE: 08/11/21

BT or RC No: BT21-122  
(Administration & City Council Bills)

SPONSOR: Emergency Preparedness Division  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Division Chief of Emergency Preparedness

Provide Name: Todd Smith

Contact Number: 904-255-3118

Email Address: todds@coj.net

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation.  
(Minimum of 350 words - Maximum of 1 page.)

The City of Jacksonville/Duval County Emergency Preparedness Division has been awarded the Fiscal Year 2021 Emergency Management Performance Grant-American Relief Plan Act (EMPG-ARPA). The purpose of this grant is to provide each county with a means to successfully manage and operate an Emergency Management Program by enhancing county emergency management plans and programs that are consistent with the State and Local Comprehensive Emergency Management Plans and Chapter 252, Florida Statutes.

The EMPG-ARPA grant funding is to assist counties with preparing for, responding to, recovering from, and mitigating against natural and man-made emergencies. Funds provided through this grant will be utilized to enhance the City of Jacksonville/Duval County Emergency Preparedness Division's Interoperable Communications and Emergency Shelter capabilities.

Emergency management and incident response activities require carefully managed resources to meet the incident needs. EMPG-ARPA funds will be utilized to purchase five (5) Satellite Phone (Portable) Kits w/Florida SatNet Service to support the division's interoperable communications capabilities and signage to support emergency shelter operations.

APPROPRIATION: Total Amount Appropriated \$13,926.00 as follows:  
 List the source name and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s)	From: US Department of Homeland Security	Amount: \$13,926.00
	To: Fire and Rescue Grants	Amount: \$13,926.00

Name of State Funding Source(s):	From:	Amount:
	To:	Amount:

Name of City of Jacksonville Funding Source(s):	From:	Amount:
	To:	Amount:

Name of Contribution(s):	From:	Amount:
	To:	Amount:

Name & Number of Bond Account(s):	From:	Amount:
	To:	Amount:

**PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:**

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

Funding for this grant is from the Florida Department of Emergency Management (FDEM) Emergency Management Performance Grant-American Relief Plan Act (EMPG-ARPA). Agreement No. G0335. Funds for the EMPG-ARPA grant program were awarded to FDEM by the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), and Grant Program Directorate (GPD) and considered as pass-through funding from the Florida Department of Emergency Management (FDEM) to the City of Jacksonville/Duval County. The period of performance and budget period of this grant is from 07/01/2021 to 06/30/2021. The award amount is \$13,926.00. The CFDA No. for this opportunity is 97.042. The assistance arrangement for this program is on a cost reimbursement basis. The City of Jacksonville is not required to match this award with any amount of non-federal funds. The funds will be used to purchase five (5) Satellite Phone (Portable) Kits w/Florida SatNet Service and twenty (20) Emergency Shelter Signs. This equipment will be readily available for deployment from the Emergency Preparedness Division's Disaster Operations Inter-Agency Coordination Center located at 909 Haines Street, Jacksonville, Florida, 32202.

**ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.**

ACTION ITEMS:		Yes	No	
Emergency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Justification of Emergency:</b> If yes, explanation must include detailed nature of emergency. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Federal or State Mandate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Explanation:</b> If yes, explanation must include detailed nature of mandate including Statute or Provision. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Note:</b> If yes, note must include explanation of all-year subfund carryover language. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Attachment:</b> If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.
Contract / Agreement Approval?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<b>Attachment &amp; Explanation:</b> If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted? <div style="border: 1px solid black; padding: 5px;">                     Agreement G0335 attached from the Florida Division of Emergency Management. COJ OGC has reviewed and executed the EMPG-ARPA agreement. Awaiting return of fully executed agreement from FDEM. The Emergency Preparedness Division Director, Todd Smith, will provide oversight of the award.                 </div>
Related RC/BT?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<b>Attachment:</b> If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Code Reference:</b> If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Code Reference:</b> If yes, identify code in box below and provide detailed explanation (including impacts) within white paper. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<b>Code Reference:</b> If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

**ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.**

**ACTION ITEMS:**

	Yes	No
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?

Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Attachment: If yes, attach appropriate form(s).

Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for generating

FDEM agreement requires the following reports:

Quarterly reports due by October 30, 2021, January 30, 2022, April 20, 2022, and July 30, 2022.

Division Chief:   
(signature)

Date: 8/24/2021

Prepared By: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

**ADMINISTRATIVE TRANSMITTAL**

To: MBRC, c/o Jasmine Jordan, Budget Office, St. James Suite 325

Thru: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor  
(Name, Job Title, Department)  
Phone: (904) 255-5015 E-mail: [leeannK@coj.net](mailto:leeannK@coj.net)

From: Todd Smith, Division Chief of Emergency Preparedness  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 904-255-3118 E-mail: [todds@coj.net](mailto:todds@coj.net)

Primary Contact: Todd Smith, Division Chief of Emergency Preparedness  
(Name, Job Title, Department)  
Phone: 904-255-3118 E-mail: [todds@coj.net](mailto:todds@coj.net)

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor  
Phone: (904) 255-5015 E-mail: [leeannK@coj.net](mailto:leeannK@coj.net)

**COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL**

To: Peggy Sidman, Office of General Counsel, St. James Suite 480  
Phone: 904-630-4647 E-mail: psidman@coj.net

From: \_\_\_\_\_  
Initiating Council Member / Independent Agency / Constitutional Officer  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary Contact: \_\_\_\_\_  
(Name, Job Title, Department)  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor  
Phone: (904) 255-5015 E-mail: leeannK@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:      Yes      No  
Boards Action / Resolution?           

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

**FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED**