

**PLACER COUNTY  
OFFICE OF EMERGENCY SERVICES**

**MEMORANDUM**

**TO:** Honorable Board of Supervisors

**FROM:** Thomas M. Miller, County Executive Officer  
By Rui Cunha, Program Manager, Office of Emergency Services

**DATE:** July 8, 2008

**SUBJECT:** Complete four administrative actions required for a grant by the Placer County Air Pollution Control District with which a video teleconference system for the Emergency Operations Center (EOC) will be purchased

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**ACTION REQUESTED**

Request your Board complete four administrative actions required for accepting a Clean Air Grant from the Placer County Air Pollution Control District (APCD): (1) Accept the \$17,000 grant for a video teleconference system, (2) approve the Budget Revision, (3) add the system to the Master Fixed Asset List (MFAL), and (4) approve early purchase authority.

**BACKGROUND**

On May 15, 2008 the Placer County Air Pollution Control District awarded a \$17,000 Clean Air Grant to the Placer County Office of Emergency Services (OES) for purchase of a video teleconference (VTC) system for the County Emergency Operations Center (EOC). The system reduces the number of trips to the eastern side of the County (hereinafter "Tahoe") required by the Office of Emergency Services and other County staff, for response to emergency incidents occurring on the eastern side, as well as for scheduled emergency incident planning sessions and coordination meetings.

Addition of this system has numerous positive affects on the operations of OES, the EOC and other offices of the County: it reduces the number of trips made to and from Tahoe for meetings and coordination; it enables the conduct of face-to-face meetings with Tahoe-area based County employees during periods of time when severe weather has closed I-80 or made it hazardous for driving; it helps ensure the safety of employees by eliminating some of the risks involved in driving to and from Tahoe (in all weather); it saves fuel, reduces wear and tear on vehicles, and reduces the discharge of air pollutants.

A similar system very successfully linked the EOC and the Sheriff's Substation at Burton Creek on a temporary basis during the winter storms in early January of this year. The addition of this system to the County's existing VTC network makes the network more robust and available to more County offices in Auburn and in Tahoe, and during emergencies can enable senior County leadership or the Board to conduct face-to-face meetings without needing to be either in the EOC or at Tahoe.

As this system would be used in the event of a significant fire in the Tahoe Basin, OES is requesting early purchase authority. This video teleconference system will assist in coordinating functions during any major incident in eastern Placer County.

**FISCAL IMPACT**

There is no impact to the General Fund as a result of this action. The full purchase price of the VTC system and its installation are covered by the Clean Air Grant.

**Attachment**

Budget Revision

**BUDGET REVISION**

**POST DATE:**

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
BR		34,000.00	2

- Cash Transfer Required
- Reserve Cancellation Required
- Establish Reserve Required

- Auditor-Controller
- County Executive
- Board of Supervisors

ESTIMATED REVENUE ADJUSTMENT										APPROPRIATION ADJUSTMENT											
DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT	DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT
09	006		170		OESMGT		7473			17,000.00	09	014		170		OESMGT		4451			17,000.00
<b>TOTAL</b>										17,000.00	<b>TOTAL</b>										17,000.00

REASON FOR REVISION: To increase revenues for a grant from the Placer County Air Pollution Control District for the purchase of a video conferencing system (to be added to the Master Fixed Asset list).

Prepared by Ron Baker, Sr. ASO Ext 4645  
 Department Head W. de C. [Signature] for Tom Miller  
 Board of Supervisors \_\_\_\_\_

Date: 6/30/08  
 Page: \_\_\_\_\_

Budget Revision # \_\_\_\_\_ FOR INDIVIDUAL DEPT USE

*3/6/09*  
 Distribution: ORIGINAL ONLY to Auditor