



**MEMORANDUM  
COUNTY EXECUTIVE OFFICE  
ADMINISTRATION**  
County of Placer

**TO:** Honorable Board of Supervisors **DATE:** August 31, 2021  
**FROM:** Todd Leopold, County Executive Officer  
**BY:** Dave Atkinson, Assistant Director of Emergency Services  
**SUBJECT:** 2019, 2020, and 2021 Homeland Security Grant Programs

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**ACTION REQUESTED**

Adopt a resolution authorizing designated staff to execute for and on behalf of Placer County for all actions necessary to obtain and manage funds in the 2019, 2020, and 2021 Homeland Security Grant Programs.

**BACKGROUND**

The Federal Homeland Security Grant Program (HSGP) supports implementation of State Homeland Security Strategies that address planning, organization, equipment, training, and exercise needs for response to all-hazards from terrorism to natural disasters. Placer County is a sub-grantee of the State of California for the HSGP which is managed in-state by the California Governor's Office of Emergency Services (Cal OES).

Cal OES requires an annual resolution by your Board authorizing specified staff/positions to execute for and on behalf of the County for all actions related to the grant. However, decisions as to how funds are sub-allocated within the County rest with the prescribed membership of the HSGP Approval Authority comprising the Sheriff, Public Health Officer, Chief of Placer County Fire, and one municipal fire chief and police chief. This resolution merely authorizes designated positions to support the Approval Authority in completing such activities as monitoring expenditures, modifying the grant, processing reimbursement requests, etc.

Based on staff responsibilities in grants and financial management involving homeland security, fire prevention, and law enforcement, the below listed positions are the most appropriate to execute for and on behalf of the County. This authorization shall be valid for the entire performance period of the 2019, 2020, and 2021 grant years which extend to 2022, 2023, and 2024 respectively:

- Deputy County Executive Officer
- Assistant Director of Emergency Services
- Emergency Services Coordinator
- Accountant Senior

**FISCAL IMPACT**

None.

**ATTACHMENTS**

Honorable Board of Supervisors  
August 31, 2021  
2019, 2020, and 2021 Homeland Security Grant Programs  
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Attachment 1 - Resolution  
Attachment 2 - Governing Body Resolution

# Before the Board of Supervisors County of Placer, State of California

**In the matter of: A RESOLUTION AUTHORIZING  
DESIGNATED COUNTY STAFF TO EXECUTE  
FOR AND ON BEHALF OF PLACER COUNTY  
FOR ANY ACTIONS NECESSARY FOR  
OBTAINING FUNDS AND MANAGING THE 2019,  
2020, AND 2021 HOMELAND SECURITY GRANT  
PROGRAM (HSGP)**

Resolution No.: \_\_\_\_\_

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held August 31, 2021, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair, Board of Supervisors

Attest:

\_\_\_\_\_  
Clerk of said Board

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WHEREAS, the County of Placer is a subgrantee of the State of California for the Federal Homeland Security Grant Program (HSGP) which is managed in state by the California Office of Emergency Services (Cal OES); and

WHEREAS, California Governor's Office of Emergency Services (Cal OES) requires the Board of Supervisors appoint specific staff to execute for and on behalf of the County for all actions related to the 2019, 2020, and 2021 HSGP; and

WHEREAS, the Board confirms that the following positions are the appropriate signees to execute for and on behalf of the County for all actions related to the 2019, 2020, and 2021 HSGP: Deputy County Executive Officer, Assistant Director of Emergency Services, Emergency Services Coordinator, and Accountant Senior.

BE IT RESOLVED, by the Board of Supervisors, County of Placer, State of California, that the following positions are authorized to execute for and on behalf of Placer County for all actions required for obtaining and managing funds, sub-granted by Cal OES, for the entirety of 2019, 2020, and 2021 HSGP performance periods: Deputy County Executive Officer, Assistant Director of Emergency Services, Emergency Services Coordinator, and Accountant Senior.

**Governing Body Resolution**

BE IT RESOLVED BY THE County of Placer Board of Supervisors  
(Governing Body)

OF THE Placer County Office of Emergency Services THAT  
(Name of Applicant)

Deputy County Executive Officer OR  
(Name or Title of Authorized Agent)

Assistant Director of Emergency Services OR  
(Name or Title of Authorized Agent)

Emergency Services Coordinator OR  
(Name or Title of Authorized Agent)

Accountant Senior ,  
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subgranted through the State of California.

Passed and approved this 31st day of August, 2021

**Certification**

I, Megan Wood, duly appointed and  
(Name)

Clerk of the Board of the County of Placer  
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Supervisors of the County of Placer on the  
(Governing body) (Name of Applicant)

31st day of August, 2021

Placer County Clerk of the Board  
(Official Position)

\_\_\_\_\_  
(Signature)

August 31, 2021  
(Date)

