



**MEMORANDUM**  
**COUNTY EXECUTIVE OFFICE**  
**OFFICE OF EMERGENCY SERVICES**  
County of Placer

**TO:** Honorable Board of Supervisors **DATE:** June 21, 2022  
**FROM:** Jane Christenson, Acting County Executive Officer  
**BY:** David Atkinson, PE, Assistant Director of Emergency Services  
**SUBJECT:** Homeland Security Grant Program Governing Body Resolution

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**ACTION REQUESTED**

Adopt a resolution authorizing designated staff to perform all actions necessary to obtain and execute the FY 2022, 2023, and 2024 Homeland Security Grant Programs.

**BACKGROUND**

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

Cal OES requires a resolution by your Board authorizing specified staff to complete all actions related to the grant. Funding allocation decisions rest with the 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 authorizes designated staff to support the Approval Authority in completing grant administration activities, including monitoring expenditures and processing reimbursement requests.

Based on position and staff responsibilities in homeland security, fire prevention, and law enforcement grants management, individuals in the below-listed positions within the County Executive Office and the Office of Emergency Services are the most appropriate designees; their authorization shall be valid for the entire performance period of each grant year: County Executive Officer, Deputy County Executive Officer, Assistant Director of Emergency Services, and Staff Services Manager.

**FISCAL IMPACT**

None

**ATTACHMENTS**

Attachment A - Resolution  
Exhibit 1 - Governing Body Resolution

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

**In the matter of: A RESOLUTION DESIGNATING  
COUNTY STAFF TO PERFORM ALL ACTIONS  
NECESSARY TO OBTAIN AND EXECUTE THE  
2022, 2023, AND 2024 HOMELAND SECURITY  
GRANT PROGRAMS (HSGP)**

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

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held June 21, 2022, 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 by the California Governor's Office of Emergency Services (Cal OES); and

**WHEREAS**, CalOES requires the Board of Supervisors designate staff to perform all actions necessary to obtain and execute the 2022, 2023, and 2024 HSGP; and

**WHEREAS**, the Board confirms that the County Executive Officer, Deputy County Executive Officer, Assistant Director of Emergency Services, and Staff Services Manager are the appropriate designees to complete activities related to the administration of the HSGP.

**BE IT RESOLVED**, by the Board of Supervisors that the designated staff are authorized to perform all actions required to obtain and manage funds for the entirety of 2022, 2023, and 2024 HSGP performance periods. The foregoing Resolution was duly passed and adopted by the Board of Supervisors for the County of Placer, State of California at the regular meeting of the Board of Supervisors on June 21, 2022 by the vote listed above.

Attachment: Exhibit 1 – Governing Body Resolution

**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)

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

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

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

\_\_\_\_\_ Staff Services Manager \_\_\_\_\_ .  
(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 21st \_\_\_\_\_ day of June \_\_\_\_\_, 2022

**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 \_\_\_\_\_ 21st \_\_\_\_\_ day of June \_\_\_\_\_, 2022  
(Governing body) (Name of Applicant)

\_\_\_\_\_ Placer County Clerk of the Board \_\_\_\_\_  
(Official Position)

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

\_\_\_\_\_ June 21, 2022 \_\_\_\_\_  
(Date)

