

**South Portland City Council  
Position Paper of the City Manager**

**Subject:**

**ORDER #99-12/13 – Accepting a 2012 Homeland Security Grant of \$107,722.89 from the Maine Emergency Management Agency. Passage requires majority vote.**

**Position:**

The City filed a grant application to the Maine Emergency Management Agency (MEMA) for funds from the Department of Homeland Security. On December 13, 2012, we received notice from MEMA Director Robert McAleer that we were eligible for grant funding of \$107,722.89. The State Homeland Security Program (SHSP) share is \$74,749.63 and the Law Enforcement Terrorism Prevention Program (LETPP) Share is 32,973.26.

These funds will be used for the following expenses:

| <b>SHSP Share</b>                      |                    | <b>LETPP Share</b>  |                   |
|--|--------------------|---|-------------------|
| Homeland Security Training             | \$14,749.63        | Public Safety LE Communications Equipment                     | \$15,000.00       |
| Site Security & Surveillance Equipment | \$20,000.00        | LE Public Safety Equipment to Tactical Entry Teams            | \$9,973.26        |
| Public Safety Equipment                | <u>\$40,000.00</u> | LE Training Funds to Provide Classroom Expenses, DHS Programs | <u>\$8,000.00</u> |
|  | \$74,749.63        |   | \$32,973.26       |

The City has been fortunate to receive these grants for a number of years. In 2007, the City received \$292,522. This provided salary, benefits and training costs as well as interoperability communications projects and the purchase of equipment for the Public Safety Department.

In 2008 the City received \$297,728, which again, provided salary and benefits for an Emergency Management Planner, EMA expenses, training costs and interoperability communications projects as well as the purchase of equipment for the Public Safety Department and an incident command vehicle.

In 2009 the City received \$310,725, to continue funding for EMA anticipated expenses, training costs, Public Safety Systems Integration into GIS, Communications Interoperability Projects, Transit Bus Mobile Surveillance System and Public Safety Equipment.

In 2010, the City received \$328,115.90, Management Planner, Training, Drills, Exercises, HS Security Camera and Pass Card, Public Safety Equipment, Site Security and Comm. Projects, DMTS and Software/Hardware, Radio Upgrades, and CBRNE Detection Equipment.

In 2011, the City received \$227,500.08 for salary and benefits for the Emergency Management Planner, Training, Telephone, EOC Ops, Printing, Homeland Security Training, Site Security & Surveillance Equipment, Public Safety Equipment, EM Planner salary and benefits, Public Safety LE Communications Equipment, LE Training, and LE Public Safety Equipment for tactical teams.

Included is a memorandum from Fire Chief Kevin Guimond regarding this item. He will be at Wednesday's meeting to answer any questions.

***Requested Action:***

Council passage of ORDER #99-12/13.

  
City Manager



CITY OF SOUTH PORTLAND

THOMAS E. BLAKE  
Mayor

JAMES H. GAILEY  
City Manager

SUSAN M. MOONEY  
City Clerk

SALLY J. DAGGETT  
Jensen Baird Gardner & Henry

District One  
THOMAS S. COWARD

\_\_\_\_\_

District Two  
PATRICIA A. SMITH

\_\_\_\_\_

District Three  
MELISSA E. LINSBOTT

\_\_\_\_\_

District Four  
LINDA C. COHEN

\_\_\_\_\_

District Five  
GERARD A. JALBERT

\_\_\_\_\_

At Large  
ALAN R. LIVINGSTON

\_\_\_\_\_

At Large  
THOMAS E. BLAKE

**IN CITY COUNCIL**

**ORDER #99-12/13**

**ORDERED**, that the City Council hereby accepts a 2012 Homeland Security Grant in the amount of one hundred seven thousand seven hundred twenty-two dollars and eighty-nine cents (107,722.89) from the Maine Emergency Management Agency.

Said amount shall be credited to the Supplemental Homeland Security Account #212141-441001-12645.

Fiscal Note: \$107,722.89 Revenue

Dated: February 4, 2013



**Kevin W. Guimond Fire Chief  
Director of Emergency Management  
City of South Portland  
20 Anthoine St.**

January 11, 2013  
James Gailey City Manager  
25 Cottage Road  
South Portland, ME 04106

Dear Jim:

The City of South Portland through the Office of Emergency Management and the Fire Department requested Homeland Security grant funds for the federal FY 2012 budget year. We have been the recipient of these funds since FY 2003. On December 31, 2012 we were notified that the city has been awarded \$107,722.89. This is a reduction of over \$120,000 from our 2011 award.

This grant was approved in the following manner, \$32,973.26 for Law Enforcement projects and \$74,749.63 for other Homeland Security preparedness and response initiatives. The City of South Portland is considered a Metro region by Maine Emergency Management agency. This designation provides for a direct allocation based on our risks and responsibilities.

The City has worked hard to build a solid Emergency Management Team as well as a rapid response capability. With the diminishing funds these past few years we have refocused our Emergency Management program on maintaining the capacity we currently have in place, not starting any new initiatives.

Over the past nine years this funding source has allowed your first responders to train, acquire equipment and respond to many emergency events within our city. There is no cash match required for this funding and we have until February 28, 2014 to expend these funds. I would respectfully ask that you forward this grant to our City Council for acceptance as required.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin W. Guimond".

Kevin W. Guimond  
Fire Chief / Emergency Management Director



**Kevin W. Guimond Fire Chief  
 Director of Emergency Management  
 City of South Portland  
 20 Anthoine St.**

December 17, 2012  
 Mr. Bill DeLong  
 Maine Emergency Management Agency  
 45 Commerce Drive  
 Augusta, ME. 04330

Dear Bill:

The City of South Portland requests Homeland Security grant funds for federal FY 2012 in the amount of. (\$74, 749.63 SHSP and \$32,973.26 LETPP) Our request is based on the following anticipated costs and assumptions over the FY 2012 grant period. We have provided an outline defining SHSP and LETPP anticipated projects.

**SHSP (\$74,749.63)**

1. Costs associated with conducting homeland security training, along with participation in drills and exercise, this request is directed at Fire Department, Haz Mat, Emergency Management, Emergency Medical Services.
  - a. Fire Department Haz Mat training and overtime/backfill costs to send firefighters and officers to WMD related specialized training such as Anniston, TEEX and Nevada.
  - b. EMA training, including ICS/NIMS and EOC training \$14,749.63
  - c. EOC operations, printing costs associated with plans and other related expenses
  
2. Costs associated with site security and surveillance equipment. This item also will allow us to maintain our Galaxy integrated security camera system that was funded through a combination of port grant funds as well as SHSP funds in the past. \$20,000
  
3. Public safety equipment in the amount of \$40,000. This includes estimated costs associated with recurring hazmat team costs for our fire department, costs associated with upgrading WMD related capabilities as well as some communication equipment.
  - A. CBRNE approved equipment, SCBA / gas detection devices /pneumatic equipment
  - B. Level A replacement suits and operational equipment
  - C. Recurring hazmat team costs
  - D. Mobile data terminals
  - E. Portable radios\$40,000

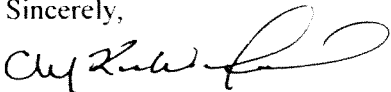
**LETPP (\$32,973.26)**

1. Public safety law enforcement communications equipment these funds will be directed towards the mobile environment. This includes tough books, radios, and needed support products for the police department. \$15,000
  
2. Law Enforcement public safety equipment for tactical entry teams. \$9,973.26
  
3. Law enforcement training funds to provide classroom expenses as well as backfilling to cover approved DHS programs. \$8,000

We believe the above budget reflects the grant guidance provided by MEMA for this grant period. The focus has shifted to maintaining capacity in the programs that we have built with your assistance over the past few years. We will continue to review and update our site specific plans that have been put in place to help responders as well as train these responders at the highest possible levels. The Emergency Management Team in South Portland continues to take an all hazards approach to emergency planning, public education and awareness.

Please feel free to call me if you have any questions about this FY 2012 Homeland Security grant request and estimated budget. The City of South Portland greatly appreciates your help and guidance. I have attached the guidance forms used by my office to deem these projects acceptable.

Sincerely,



Kevin W. Guimond  
Fire Chief /Director of Emergency Management  
City of South Portland



STATE OF MAINE  
DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT  
MAINE EMERGENCY MANAGEMENT AGENCY  
72 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0072

PAUL R. LEPAGE  
GOVERNOR  
BG JAMES D. CAMPBELL  
COMMISSIONER

PHONE: 207-624-4400/800-452-8735  
FAX: 207-287-3178

ROBERT P. McALEER  
DIRECTOR

December 31, 2012

Kevin W. Guimond, Fire Chief/EMA Director  
City of South Portland  
684 Broadway  
South Portland, Maine 04106

Dear Chief Guimond:

I am pleased to notify you of the **City of South Portland's** FY2012 Homeland Security Grant Program funding award through the Maine Emergency Management Agency. I am pleased to award **\$107,722.89** to the **City of South Portland** to improve preparedness and response capabilities for Homeland Security related events in the State of Maine.

In order to move forward with the FY2012 funding, MEMA requests that you sign and return the attached MOU, as well as the two new attachments. **Please verify your DUNS number in Attachment 1 to the MOU, as part of a new Federal requirement.** Application guidance and forms can be found on MEMA's website at: [www.maine.gov/mema](http://www.maine.gov/mema)

This funding will be available from the date of this letter until either: 1) the funds are completely drawn down for eligible expenses or 2) February 28, 2014. MEMA will not reimburse for expenses under the grant until the signed MOU has been received.

Specifically, you are authorized to make the following purchases in accordance with your FY2012 grant application:

- SHSP Projects (\$74,749.63)
- LETPP Projects (\$32,973.26)

I congratulate you on this important funding award and look forward to continuing to work with you to improve Maine's preparedness and response capabilities. Please do not hesitate to contact myself or William DeLong of my office if you have any questions regarding this grant award notice.

Thank you again for your application.

Sincerely,

Robert P. McAleer  
Director