

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.14
(ID # 24794)

MEETING DATE:

Tuesday, June 04, 2024

FROM : EMERGENCY MANAGEMENT DEPARTMENT

SUBJECT: EMERGENCY MANAGEMENT DEPARTMENT: Approve Amendment to EMD Partnership Agreement Template, Authorize the Director of Emergency Management Department (EMD) to Execute Amendments with Cities in the County of Riverside for Emergency Coordinator Services, All Districts. [100% City Funds].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Emergency Management Partnership Agreement Amendment template and authorize the Emergency Management Department (EMD) Director, or designee, to sign, on behalf of the County, agreements with cities in the County of Riverside, in substantially the same form as the attached Agreement template and as approved-as-to-form by County Counsel, for Emergency Services Coordinator (ESC) Services to extend the period of performance through June 30, 2025 or other period within that timeframe; and
2. Authorize the EMD Director, or designee, to sign amendments to the agreements that stay within the intent and maximum term of the agreement, including to allow a city to change between the options set forth in Exhibit B of the original Agreement, as approved-as-to-form by County Counsel; and
3. Approve the EMD Assistance by Hire (ABH) rates, attached hereto, for maximum hourly rate, overtime rate, and administrative costs, which will cover any overtime or extraordinary costs: (1) outside of the established rates set forth in Exhibit B (Payment Provisions) of the Agreement, and (2) for the invoicing of non-contract entities for services requested from EMD; and

ACTION:


Bruce Barton, EMD Director 5/8/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 4, 2024
xc: EMD

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:
COST	\$ 0	\$ 830,000	\$ 830,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% City Funds			Budget Adjustment: No	
			For Fiscal Year: 24/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On July 7, 2021, Item 3.10, the Board of Supervisors (Board) approved the Emergency Management Department (EMD) Partnership Agreement that allows the Emergency Management Department to offer direct Emergency Management Services to partners. The Partnership Agreement evaluates the need for a successful Emergency Management (EM) Program that includes all four phases of Emergency Management. The EM Services include but are not limited to four phases in Emergency Management: mitigation, preparedness, response and recovery.

There are four agreement options offered:

Option	Services	Annual Cost
A	Base Services without an Emergency Services Coordinator (ESC) assigned	\$20,000
B	ESC Services shared between 2-3 cities (Population < 50,000)	\$45,000
B	ESC Services shared between 2-3 cities (Population > 50,000)	\$65,000
C	Dedicated .5 FTE ESC	\$80,000
D	Dedicated 1.0 FTE ESC	\$160,000

The options listed above allow each city to create their ideal level of service while enabling the county to achieve a full cost recovery for services as they are provided.

The actions before the Board extend the agreements for one year through June 30, 2025 and include delegating authority to the EMD Director or his or her designee to execute amendments, consistent with the attached template amendment, and to execute additional amendments, to the extent an election is made to change service options during the term of the agreement, as approved-as-to-form by County Counsel. The attached template has been approved as to form by County Counsel.

The Auditor-Controller's Office (ACO) reviewed the extension of the proposed rates and determined that the rates recover the full cost of services provided. EMD will bring back to the BOS the next 3-year agreement proposal and will include a full cost recovery rate analysis to reflect the anticipated salary increases. The analysis will be reviewed by the ACO to ensure the following: 1) a reasonable methodology has been adopted to calculate

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the rate for services, and 2) the cost used to calculate the rates are an actual reflection of the full cost on an ongoing basis.

Impact on Residents and Businesses

Emergency services personnel will enhance the preparedness and response capabilities in case of an emergency or natural disaster.

Additional Fiscal Information

The Agreement does not cover any extraordinary costs, such as overtime. Assistance by Hire (ABH) rates attached hereto set forth the maximum hourly rate, overtime rate, and administrative costs, and they are in line with the current County of Riverside cost allocation plan. Approval of these rates will ensure the coverage of any overtime or extraordinary costs outside of the established rates set forth in Exhibit B (Payment Provisions) of the Agreement and the rates for invoicing non-contract entities for services requested from EMD.

ATTACHMENTS:

- EMD Partnership Agreement Amendment Template
- EMD Assistance by Hire (ABH) Rates



Rene Casillas, Internal Audits Chief 5/9/2024



Rebecca S. Cortez, Principal Management Analyst 5/28/2024



George Trindle, CHIEF ASST COUNTY COUNSEL 5/15/2024

EMD Assistance by Hire Fees

Job Title	Max Hourly Rate	OVT Rate	Admin
Emergency Management Educator	\$39.33	\$59.00	10%
Emergency Management Prog Supv	\$50.88	\$76.32	10%
Emergency Services Coordinator	\$46.77	\$70.16	10%
Emergency Services Manager	\$69.42	NA	10%
Emergency Medical Services Specialist	\$45.57	\$68.36	10%
Program Chief II	\$69.42	NA	10%
Program Coordinator I	\$40.76	\$61.14	10%
Program Coordinator II	\$46.40	\$69.60	10%
Sr. Public Information Specialist	\$53.04	\$79.56	10%
Sr. EMS Specialist	\$48.04	\$72.06	10%
Support Services Supervisor	\$34.95	\$52.43	10%
Support Services Technician	\$28.93	\$43.40	10%

Fuel/Mileage

Mileage Rate .67/mile

*Base on IRS Rate

AMENDMENT NO. X TO THE AGREEMENT FOR EMERGENCY SERVICES COORDINATOR
SERVICES BETWEEN THE COUNTY OF RIVERSIDE
AND THE CITY OF

This First Amendment to the Agreement (the "Amendment") is entered into by and between the County of Riverside ("County") and the City of ("City").

RECITALS

WHEREAS, COUNTY and CITY entered into the Agreement for Emergency Services Coordinator (ESC) Services, effective through June 30, 2024; and

WHEREAS, COUNTY now desires to renew the Agreement for an additional one-year term through June 30, 2025;

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, COUNTY and CITY agree as follow:

1. The above recitals are true and correct and are incorporated herein by reference.
2. Section 1.2 of Exhibit B, Payment Provisions, shall be deleted in its entirety and replaced with the following:

"1.2 The compensation payable to County for all services as set forth in this Agreement for the period commencing on or after July 1, 2022, and running through June 30, 2024, is XX dollars (\$)."

3. All other terms and conditions of the Agreement not modified herein shall remain unchanged and in effect. If any provisions of this Amendment or the Agreement shall be determined to be illegal or unenforceable, such determination shall not affect any other provision of the Agreement and all such other provisions shall remain in full force and effect. The language in all parts of the Agreement shall be construed according to its normal and usual meaning and not strictly for or against either party.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

County of Riverside

To City:

By: _____
Bruce Barton, Director
Emergency Management Department

By: _____
Name
City Manager

Dated: _____

Dated: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____
Melissa R. Cushman
Deputy County Counsel

✓

**Riverside County Board of Supervisors
Request to Speak**

Submit request to Clerk of Board (right of podium),
Speakers are entitled to three (3) minutes, subject to
Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: BRAD AMWERSCH

Address: _____
(only if follow-up mail response requested)

City: Rancho Mirage **Zip:** _____

Phone #: _____

Date: 6/4/24 **Agenda #** 3.14

PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

Support Oppose Neutral

Note: If you are here for an agenda item that is filed
for "Appeal", please state separately your position on
the appeal below:

Support Oppose Neutral

I give my 3 minutes to: _____