



PORTLAND FIRE & RESCUE



Dan Saltzman, Commissioner
Erin Janssens, Chief
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Memorandum

Date: August 5, 2013

To: Mayor Charlie Hales
Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Steve Novick
Commissioner Dan Saltzman

From: Erin A. Janssens, Fire Chief
Portland Fire & Rescue

RE: Amendment request for Council Agenda Item 764

- * Authorize application to Federal Emergency Management Agency for a grant in the amount of \$4,554,394 for the 2013 Staffing for Adequate Fire and Emergency Response Grant Program to fund 26 firefighter positions for two years (Ordinance)

Due to language in the grant application that states the primary contact should be "a Chief Officer or long time member of the organization who will see this grant through completion, has the authority to make decisions on and act upon this grant application," the following changes are needed in the Council Directives on Agenda Item 764. The amendment will be presented at the Council meeting on August 7, 2013.

NOW THEREFORE, The Council directs:

- a. The ~~Mayor~~ Fire Chief is hereby authorized to make application to the Federal Emergency Management Agency for a grant in the amount of \$4,554,394.
- b. The ~~Mayor~~ Fire Chief is authorized to provide such information and assurances as are required for the grant period.
- c. The OMF Grants Office is authorized to perform all administrative matters in relation to the grant application, grant agreement or amendments, requests for reimbursement from the grantor, and to submit required online grant documents on the ~~Mayor's~~ Fire Chief's behalf.

SAFER Grant
Funding Opportunity Overview

- Application start date: Monday, July 29, 2013
- Application due date: Friday, August 30, 2013
- Period of performance – 24 months.
- Priority – rehiring laid off firefighters.
- SAFER grants provide financial assistance to help provide funding directly to fire departments in order to help them increase the number of trained “front line” firefighters in their communities, rehire firefighters that have been laid off, retain firefighters facing imminent layoffs, or fill positions that were vacated through attrition.
- Funding may be used for the salary and benefits for each funded position.
- Only full-time positions are eligible for funding. A full-time position is one position that is funded for at least 2,080 hours per year.
- The grant may be used for the purpose of retaining firefighters currently employed who are facing imminent lay-offs or rehiring laid-off firefighters. Firefighters who have been issued a formal layoff notice prior to the start of the application period, and those who face imminent layoff within 120 days of the close of the application period are eligible for SAFER funding.
- Funding requested through the grant must be used specifically for those firefighters that receive layoff notices.
- Copies of formal layoff notices must be included with the application. A layoff notice should be in writing and delivered to a specific employee affected by the action. The notice should identify a specific date employment will cease or specific event that would trigger the termination of employment.

The notice should be delivered or otherwise presented directly to the affected employee in advance of the layoff action in accordance with the civil service provisions or union agreement in force. The notice should specify whether the action is permanent or temporary as well as provide the anticipated schedule of layoffs. For the purposes of the SAFER program, a notice that is not executed within the specified terms will be considered void unless an additional notice is provided within 14 days of the original action date.

- Grantees must maintain staffing at the level that existed at the time of award as well as the SAFER-funded staffing for the two-year commitment. There is no requirement to maintain staffing levels beyond the grant cycle.
- Laying off firefighters during the two-year commitment will result in termination of the grant award.
- Ineligible expenses include: pre-application costs, administrative costs, indirect costs associated with hiring firefighters, costs for training and equipping (with the exception of the salaries and benefits while engaged in training), and costs for uniforms and physicals.

Portland, Oregon
FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT
For Council Action Items

(Deliver original to City Budget Office. Retain copy.)

1. Name of Initiator Carol Ann Boucher		2. Telephone No. 3-3757	3. Bureau/Office/Dept. PF&R/MSD
4a. To be filed (hearing date): 08/07/2013	4b. Calendar (Check One) Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to Commissioner's office and CBO Budget Analyst: 07/31/2013
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation Title: * Authorize application to Federal Emergency Management Agency for a grant in the amount of \$4,554,394 for the 2013 Staffing for Adequate Fire and Emergency Response Grant Program to fund 26 firefighter positions for two years (Ordinance)

2) Purpose of the Proposed Legislation: The purpose of this legislation is to authorize a grant application.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | | | |

FINANCIAL IMPACT

4) **Revenue:** Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source. This legislation will neither generate nor reduce revenue coming in to the City. If the grant is awarded it will generate income.

5) **Expense:** What are the costs to the City as a result of this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not known. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the **level of confidence**.) There are no costs to the City as a result of this legislation.

6) **Staffing Requirements:**

- Will any positions be created, eliminated or re-classified in the current year as a

result of this legislation? (*If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.*) No positions will be generated or eliminated as a result of this legislation. If the grant is awarded, 26 firefighters facing imminent lay-off will be retained for two years. The grant requires that staffing levels be maintained and no additional lay-offs occur during the 24 month grant period of performance.

- **Will positions be created or eliminated in *future years* as a result of this legislation?**
No positions will be created or eliminated in future years as a result of this legislation.

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

- ☐ **YES:** Please proceed to Question #9.
☒ **NO:** Please, explain why below; and proceed to Question #10. This is a one-time grant application.

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not. No future public involvement is anticipated or necessary for this Council item because it is a one-time grant application.



APPROPRIATION UNIT HEAD, Erin A. Janssens, Fire Chief