



**COUNTY OF SAN LUIS OBISPO  
BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Administrative Office		(2) MEETING DATE 11/5/2019		(3) CONTACT/PHONE Kristin Eriksson (805) 781-5014	
(4) SUBJECT Request to approve budget adjustments in the total amount of \$500,000 from General Fund contingencies to fund emergency expenses related to preparation for a Public Safety Power Shutoff event, by 4/5 vote. All Districts.					
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> <li>1. Approve a budget adjustment in the amount of \$395,856 from General Fund contingencies to Fund Center 138 – Office of Emergency Services for emergency expenses related to Public Safety Power Shutoff (PSPS) events, by 4/5 vote; and</li> <li>2. Authorize the County Administrative Officer to approve purchases for PSPS preparation; and</li> <li>3. Approve a budget adjustment in the amount of \$68,725 from General Fund Contingencies to Fund Center 114 – Information Technology for reimbursement of expenses related to preparation for a PSPS, by 4/5 vote; and</li> <li>4. Approve a budget adjustment in the amount of \$35,419 from General Fund contingencies to Fund Center 113 – Public Works Facilities Management for reimbursement of expenses related to preparation for a PSPS, by 4/5 vote.</li> </ol>					
(6) FUNDING SOURCE(S) General Fund contingencies		(7) CURRENT YEAR FINANCIAL IMPACT \$500,000.00		(8) ANNUAL FINANCIAL IMPACT \$0.00	
(9) BUDGETED? no					
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)					
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A					
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)				(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1920076 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A		(15) BUSINESS IMPACT STATEMENT? No		(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A    Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW					
(18) SUPERVISOR DISTRICT(S) All Districts.					



## COUNTY OF SAN LUIS OBISPO

TO: Board of Supervisors

FROM: Administrative Office / Kristin Eriksson (805) 781-5014

DATE: 11/5/2019

SUBJECT: Request to approve budget adjustments in the total amount of \$500,000 from General Fund contingencies to fund emergency expenses related to preparation for a Public Safety Power Shutoff event, by 4/5 vote. All Districts.

### **RECOMMENDATION**

It is recommended that the Board:

1. Approve a budget adjustment in the amount of \$395,856 from General Fund contingencies to Fund Center 138 – Office of Emergency Services for emergency expenses related to Public Safety Power Shutoff (PSPS) events, by 4/5 vote; and
2. Authorize the County Administrative Officer to approve purchases for PSPS preparation; and
3. Approve a budget adjustment in the amount of \$68,725 from General Fund Contingencies to Fund Center 114 – Information Technology for reimbursement of expenses related to preparation for a PSPS, by 4/5 vote; and
4. Approve a budget adjustment in the amount of \$35,419 from General Fund contingencies to Fund Center 113 – Public Works Facilities Management for reimbursement of expenses related to preparation for a PSPS, by 4/5 vote.

### **DISCUSSION**

This year, the County's electric utility, Pacific Gas and Electric (PG&E), has developed a "Public Safety Power Shutoff" (PSPS) program in which it may proactively turn off electric lines servicing specified areas as a preventative measure if it reasonably believes there is an imminent and significant risk that weather conditions (gusty winds and dry conditions) may cause those lines to fall and cause an increased risk of fire. Depending on the severity of the weather and the total number of power lines that are shut off, power outages could last for several hours or several days. Power will remain shut off as long as weather conditions are determined to cause an increased fire risk and until PG&E is able to visually inspect all lines for safety.

In San Luis Obispo County, two main power lines feed the entire County's electrical grid. Should either of these lines

be shut off in the PSPS event, the entire County or large portions of the County may be without power for an extended period of time. PG&E will endeavor to provide as much advance notice to customers, including the County.

In preparation for a possible PSPS event, the Administrative Office is coordinating a response for County operations that encompasses all departments. County departments have been working on plans to ensure the safety of the community and staff to the greatest possible extent. Departments have also provided the Administrative Office with initial PSPS response plans that detail critical staff, locations, and assets. The Administrative Office is in the process of combing through those plans to identify additional needs, gaps, and to ensure consistency between departmental response plans. The Office of Emergency Services (OES), a division of the Administrative Office, continues to monitor PSPS events in other jurisdictions as well as State response and funding. Lessons learned from other jurisdictions are being gathered and folded into County response plans.

The Sheriff and County Fire have developed contingency plans for maintaining public safety services, including Jail operations, and the Probation Department has developed plans for maintaining operations at the Juvenile Hall. The Public Works department has ensured generator power at County water and wastewater facilities and has been testing generators at critical County facilities, including the Jail, Juvenile Hall, New Government Center and Health Agency campus. The Information Technology Department has tested and ensured generator power for the County's Data Center located in the Old Courthouse building and has begun mapping potential areas of generator-run facilities where network connectivity could be provided. The Human Resources department, along with County Counsel and the Administrative Department, has set forth a report-to-work policy for County staff and has provided information regarding pay during a PSPS event and other policies. The Office of Emergency Services has been planning for an Emergency Operations Center activation and has begun planning efforts with departments for identifying PSPS critical tasks (see Attachment 1, PSPS Action Plan).

In addition to these general preparatory tasks, at the September 2019 Information Technology Executive Steering Committee meeting, Information Technology Director Daniel Milei urged that a task force be created, including internal service departments, to further plan for a PSPS event. A PSPS Task Force was formed with the core mission of to creating a business continuity plan to enable the County to continue its mandated and critical health and safety-related operations during a PSPS event.

The Task Force identified two priority actions: 1) to determine where it is possible to provide network connectivity and workstations for critical staff; and 2) to develop a comprehensive regional report-to-work plan to allow non-critical staff to report to locations near their homes to ensure the safety of County staff and to avoid congestion in the City of San Luis Obispo. In order to carry out these actions, the Public Works and Information Technology departments have incurred unbudgeted, emergency expenses to conduct live-testing of generators to determine which outlets and rooms are powered by each generator at County facilities, to complete necessary electrical work to ensure sufficient lighting (beyond basic emergency exit lighting) and generator-connected outlets are available at critical facilities, and to purchase additional equipment to provide network connectivity in identified locations during the outage. The expenses have been incurred as time is of the essence for this work, as it is required to be completed in order to provide necessary tools for County staff to provide mandated and critical services and as a PSPS event could occur at any time. Further, as PSPS activities move forward, it is anticipated additional unbudgeted expenses will be incurred.

In order to ensure the County is prepared for a PSPS event, the department is requesting \$500,000 in General Fund Contingencies to complete the PSPS Task Force priority activities. Actual expenditures will be approved by the County Administrative Officer and reported to the Board in Quarterly Financial Reports.

### **OTHER AGENCY INVOLVEMENT/IMPACT**

All departments are participating in planning activities for a PSPS event and many have completed tasks to fully prepare critical County facilities as noted above. The PSPS Task Force is led by the County Administrative Office and the Office of Emergency Services and participants represent the Information Technology Department, Public Works Department, Human Resources Department, Central Services Department, as well as County Counsel.

### **FINANCIAL CONSIDERATIONS**

The Administrative Office will return to the Board in Quarterly Financial Reports to report on emergency expenditures approved by the County Administrative Officer and, once fire season is declared over, the department will bring a final accounting to the Board. Any unused funds will be returned to the General Fund as Fund Balance Available.

### **RESULTS**

The County will be able to support County staff and services which are mandated or critical in nature during a PSPS event, resulting in a safe, healthy, livable and well-governed community.

### **ATTACHMENTS**