



Department of Emergency Services

Memorandum

63553

TO: Board of Acquisition and Contract

**FROM: John M. Cullen
Commissioner of Emergency Services**

DATE: June 4, 2018

SUBJECT: Authority to sign guidelines for the governance of the New York City Urban Area Working Group which is comprised of members from the City of New York, Nassau County, Suffolk County, the City of Yonkers, the Port Authority of New York and New Jersey and the Metropolitan Transportation Authority.

Authorization is requested for the County of Westchester ("County"), acting by and through its Department of Emergency Services ("Department"), to sign guidelines (the "Guidelines") for the governance of the New York City Urban Area Working Group ("UAWG") which is comprised of members from the City of New York, Nassau County, Suffolk County, the City of Yonkers, the Port Authority of New York and New Jersey and the Metropolitan Transportation Authority (the "Principal Jurisdictions").

By way of background, the UAWG, comprised of members of the Principal Jurisdictions, was created to help build and sustain capabilities to prevent, protect against, respond to, and recover from threats or acts of terrorism in the New York City metropolitan area. The UAWG's activities are funded under the Urban Area Security Initiative ("UASI") grant program administered by the Federal Emergency Management Agency ("FEMA"). FEMA awards a portion of this grant funding to the New York State Division of Homeland Security and Emergency Services, which in turn awards a portion to the UAWG.

As a pre-condition to being able to draw down UASI funding, FEMA requires that the UAWG have a charter document on file with FEMA. The charter must address critical issues such as membership, governance structure, voting rights, grant management and administration responsibilities, and funding allocation methodologies.

The Guidelines will function as the UAWG's charter by setting forth rules for governing the UAWG. The Guidelines will include, among other things: designation of the Chair; establishing a quorum; basis for reaching a consensus; the number and location of meetings; agenda and minutes; and establishment of subcommittees.

The Guidelines, as amended from time to time, will continue indefinitely.

Because the Agreement is mandated by FEMA, the requirements of Section 119-o of the New York State General Municipal Law do not apply.

In view of the importance of this program, I recommend approval of the attached resolution.

JMC/JW/LL/jpg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/28/2018 - LISA MRIJAS, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Emergency Services, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Emergency Services, is authorized to sign guidelines for the governance of the New York City Urban Area Working Group which is comprised of members from the City of New York, Nassau County, Suffolk County, the City of Yonkers, the Port Authority of New York and New Jersey and the Metropolitan Transportation Authority; and be it further

RESOLVED, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/credited	Fund	Agency	Capital Project Or Org	Object/ Sub Object	Trust Account	Activity	Dollars
							N/A

(Expense objects are County operating in Kind services.)

Budget Funding Year(s) _____ Start Date _____ End Date _____
 (must match resolution)

Funding Source _____ Tax Dollars _____
 State Aid _____
\$N/A Federal Aid _____
 (must match resolution) Other _____

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