



AGENDA REPORT

Meeting Date

03/23/2021

Prepared By: Keith Rattay, Director of Public Services
Budgetary Review By: Cheryl Dyas, Director of Administrative Services / City Treasurer
Submitted By: Dennis Wilberg, City Manager

Agenda Title

Mutual Aid Agreement for the COVID-19 Vaccination Effort

Recommended Action

Approve and authorize the City Manager or designee to execute a Mutual Aid Agreement for the COVID-19 Vaccination Effort with the County of Orange, pertaining to mutual aid assistance provided under the Orange County Operational Area Agreement

Executive Summary

COVID-19 is a world-wide pandemic resulting in significant health and economic impacts across the globe. On February 25, 2020, the United States Centers for Disease Control and Prevention (CDC) announced that community spread of the novel coronavirus (COVID-19) was likely. On February 26, 2020, the Orange County Health Officer declared a Health Emergency. On February 26, 2020, the Chair of the Emergency Management Council issued a Proclamation of Local Emergency pursuant to the requirements of the California Emergency Services Act, which was ratified by the Board of Supervisors on March 2, 2020. On March 14, 2020, the City Manager issued a Proclamation of Local Emergency, which was ratified by the City Council on March 24, 2020.

On March 4, 2020, the Governor of the State of California proclaimed a state of emergency in response to the COVID-19 pandemic pursuant to the California Emergency Services Act.

On March 13, 2020, the President of the United States issued a Major Disaster Declaration for California (FEMA-4482-DR-CA) in response to the COVID-19 pandemic pursuant to section 501 (b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"). This action made the State of California, local and Indian tribal governments, and certain private non-profit (PNP) organizations eligible to apply for reimbursement from Federal Emergency Management Agency (FEMA) Public Assistance (PA) Program.

On December 31, 2020, the County of Orange (County) launched Operation Independence with the goal of facilitating the vaccination of all willing community members by July 4, 2021. To accomplish this, an Incident Management Team was assigned to lead the organization of mass vaccination sites, known as Points of Dispensing (PODs). Because the PODs provide mutual benefit to all community members across the County, regardless of the City they live or work in, staffing support of the PODs is requested of local jurisdictions. Staffing goals for each jurisdiction are set based upon the proportion of community members living in their jurisdiction.

FEMA has determined that staffing cost expended on the PODs is eligible for reimbursement under PA (Exhibit A). FEMA and California Office of Emergency Services (Cal OES) have requested that PA reimbursement requests for local jurisdictions be submitted electronically through the County. The County will serve as the aggregator and administrator of claims for all jurisdictions who are acting in support of the vaccination effort. The County shall then reimburse the requesting jurisdiction solely based on what has been approved for reimbursement by FEMA and Cal OES and upon receipt of federal reimbursement funding.

On March 9, 2021, the County of Orange Board of Supervisors approved the standard Mutual Aid Agreement for the COVID-19 Vaccination Effort (AGREEMENT - Exhibit A) in order to provide mutual aid assistance to jurisdictions, including the City of Mission Viejo, and allow for reimbursement for mutual aid costs incurred for the Novel Coronavirus COVID-19 Vaccination Effort, upon approval and receipt of federal reimbursement funding from Federal Emergency Management (FEMA) Agency or California Office of Emergency Services.

The City of Mission Viejo City Council is requested to approve the Agreement without changes, and authorize the City Manager or designee to execute any actions necessary for the purposes of obtaining federal financial assistance related to this Agreement, if those actions do not materially change the terms or amount of the City of Mission Viejo's commitment as it is reflected in the above-referenced AGREEMENT. The City Council approved the necessary Authorized Agent Resolution required for the City to apply for disaster assistance funding on October 13, 2020, which is effective for a period of 3 years.

This AGREEMENT may allow the City of Mission Viejo to receive reimbursement for costs associated with staffing the Vaccination PODs. Staff are identified based on skills and availability by the City of Mission Viejo management to support the COVID-19

Vaccination POD sites. Because the PODs provide vaccinations to community members who live and work across Orange County, jurisdictions are asked to contribute staff in proportion to the population within each jurisdiction.

The recommendations contained in this report are consistent with the City of Mission Viejo Purchasing Policies requiring that the Mission Viejo City Council approve agreements greater than \$30,000. As a Mutual Aid responding agency, the City of Mission Viejo has incurred expenses in staffing COVID-19 Vaccination POD sites, and continues to support POD staffing as requested by the County of Orange. Staff recommends approval of the AGREEMENT to potentially recover these expenses. Executing this AGREEMENT will allow the City of Mission Viejo to potentially recover total expenses incurred in staffing COVID-19 Vaccination POD sites. Any expenses not approved for reimbursement by FEMA will be supported with the City of Mission Viejo's existing operating budget.

Fiscal Impact:

Amount Requested: \$N/A

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund #: Category: Pers. Yes Optg. Cap. -or- CIP#: Fund#:

Previous Relevant Council Actions for This Item

Ratification of a Proclamation of a Local Emergency - March 24, 2020

Authorized Agents Resolution 20-48 - October 13, 2020

Attachments

Exhibit A – Mutual Aid Agreement

Exhibit B - Authorized Agents Resolution 20-48