

**Board Members**

Joe Neves, District 1  
Richard Valle, District 2 - Chairman  
Doug Verboon, District 3 – Vice Chairman  
Rusty Robinson, District 4  
Richard Fagundes, District 5



**Staff**

Kyria Martinez, Acting Co. Admin. Officer  
Diane Freeman, County Counsel  
Catherine Venturella, Clerk of the Board

## Board of Supervisors Special Meeting Agenda

**Date:** Wednesday, May 31, 2023  
**Time:** 10:00 a.m.  
**Place:** Board of Supervisors Chambers, Kings County Government Center  
1400 W. Lacey Boulevard, Hanford, California 93230

☎ (559) 852-2362 ❖ [bosquestions@co.kings.ca.us](mailto:bosquestions@co.kings.ca.us) ❖ website: <https://www.countyofkings.com>

### **COUNTY OF KINGS PUBLIC MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19**

The meeting can be attended telephonically or by the Internet by clicking this link:

<https://countyofkings.webex.com/countyofkings/j.php?MTID=m05a759a3dea1296e76d237ca83ebd5a8>

or by sending an email to [bosquestions@co.kings.ca.us](mailto:bosquestions@co.kings.ca.us) on the morning of the meeting for an automated email response with the WebEx meeting link information. Members of the public attending via WebEx will have the opportunity to provide public comment during the meeting.

\*WebEx will be available for access at 9:50 a.m.\*

Members of the public who wish to view/observe the meeting virtually can do so via the worldwide web at: [www.countyofkings.com](http://www.countyofkings.com) and click on the “Join Meeting” button or by clicking this link: <https://youtube.com/live/NZ5ahA7iklc?feature=share>

Members of the public viewing the meeting through YouTube will not have the ability to provide public comment.

Members of the public who wish to comment may submit written comments on any matter within the Board’s subject matter jurisdiction, regardless of whether it is on the agenda for the Board’s consideration or action, and those comments will become part of the administrative record of the meeting. Comments will not be read into the record, only the names of who have submitted comments will be read into the record. Written comments received by the Clerk of the Board of Supervisors no later than 8:00 a.m. on the morning of the noticed meeting will be included in the record, those comments received after 8:00 a.m. will become part of the record of the next meeting. Email is not monitored during the meeting. To submit written comments by email, please forward them to [bosquestions@co.kings.ca.us](mailto:bosquestions@co.kings.ca.us) or by U.S. Mail, please forward them to: Clerk of the Board of Supervisors, County of Kings, 1400 W. Lacey Blvd., Hanford, CA 93230.

- I. 10:00 AM **CALL TO ORDER**  
ROLL CALL – Clerk of the Board  
Pledge of Allegiance



**II. UNSCHEDULED APPEARANCES**

*Any person may directly address the Board at this time on any item on the agenda, or on any other items of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.*

**III. REGULAR AGENDA ITEMS**

**A. Fire Department – William Lynch/Abraham Valencia**

1. Consider adopting a Resolution authorizing the County Administrative Officer, Director of Finance, and County Fire Chief to sign and submit documents to obtain financial assistance provided by the Federal Department of Homeland Security/Federal Emergency Management Agency, and sub-granted through the State of California for the County of Kings.

**IV. CLOSED SESSION**

- ♦ **Personnel Matter: [Govt Code Section 54957]**  
*Public Employee Appointment: Chief Probation Officer*

**V. ADJOURNMENT**

The next Special Meeting will be held on Monday, June 5, 2023 at 8:30 a.m.

The next regularly scheduled meeting will be held on Tuesday, June 6, 2023 at 9:00 a.m.

***FUTURE MEETINGS AND EVENTS***

June 5	9:00 AM	Special Meeting
June 6	9:00 AM	Regular Meeting
June 13	9:00 AM	Regular Meeting
June 20	9:00 AM	Regular Meeting

*Agenda backup information and any public records provided to the Board after the posting of the agenda will be available for the public to review at the Board of Supervisors office, 1400 W. Lacey Blvd, Hanford, for the meeting date listed on this agenda.*



# COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362  
Catherine Venturella, Clerk of the Board of Supervisors

## AGENDA ITEM May 31, 2023

**SUBMITTED BY:** Fire – William Lynch/Abraham Valencia

**SUBJECT:** AUTHORIZED AGENTS FOR CLAIMS FOR FINANCIAL DISASTER ASSISTANCE

**SUMMARY:**

**Overview:**

To process a claim for State or Federal public assistance reimbursement for eligible disaster costs, program policy governing this funding requires the designation of “authorized agents” by the governing body of the applicant. The authorized agent will sign applications, reimbursement requests, and other forms pertinent to the disaster cost recovery.

**Recommendation:**

Adopt a Resolution authorizing the County Administrative Officer, Director of Finance, and County Fire Chief to sign and submit documents to obtain financial assistance provided by the Federal Department of Homeland Security/Federal Emergency Management Agency, and sub-granted through the State of California for the County of Kings.

**Fiscal Impact:**

Approving this resolution will permit expedited claiming of federal funding sources under the specified conditions for the FEMA-4699 DR-CA California Severe Winter Storms, Straight-line Winds, Flooding, Landslides, and Mudslides and any future natural or man-made disaster encompassing a 3 year span.

**BACKGROUND:**

On April 3, 2023, the President declared that a major disaster existed in the State of California and ordered Federal aid to supplement State, tribal, and local recovery efforts in the areas affected by severe winter storms, straight-line winds, flooding, landslides, and mudslides beginning on February 21, 2023, and continuing.

(Cont'd)

BOARD ACTION :

APPROVED AS RECOMMENDED: \_\_\_\_\_ OTHER: \_\_\_\_\_

I hereby certify that the above order was passed and adopted  
on \_\_\_\_\_, 2023.

CATHERINE VENTURELLA, Clerk to the Board

By \_\_\_\_\_, Deputy.

## **Agenda Item**

### **AUTHORIZED AGENTS FOR CLAIMS FOR FINANCIAL DISASTER ASSISTANCE**

**May 31, 2023**

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Pursuant to section 501 (b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121-5207). State, territorial, tribal, and local government entities, and certain private non-profit organizations are eligible to apply for Public Assistance.

An authorized agent resolution is required to be on file with the California Governor's Office of Emergency Services (CalOES) and FEMA in order to process applications for reimbursement of eligible disaster related costs. Under the Federally declared Winter Storms response, claims for this event (labeled FEMA-4699 DR-CA) are eligible for expedited funding of eligible costs, which is eligible for a 50% advance of the 75% federal cost share. Having the authorized agents on file will expedite the process for submitting claims for reimbursement during this event.

The resolution will be universal and will be open for all open and future disasters/grants declared up to three (3) years following the date approved. As stated, Authorized Agents are eligible to file claims for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG) California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM), Flood Mitigation Assistance Program (FMA), National Earthquake Hazards Reduction Program (NEHRP), and California Early Earthquake Warning (CEEW).

The authorized signatories will be able to execute documents for and on behalf of The County of Kings, a public entity established under the laws of the State of California and take those actions necessary for the purpose of obtaining federal financial assistance sub-granted through the State of California. It is recommended that the individuals be designated by title, to keep this document as current as possible if any staffing changes occur down the line during the recovery phase. The County Administrative Officer, Director of Finance, and Purchasing Manager are the suggested authorized agents based on the multi-agency response to this event.

The Authorized Agent Resolution has been approved as to form by County Counsel.



Cal OES ID No: \_\_\_\_\_

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE \_\_\_\_\_ OF THE \_\_\_\_\_  
 (Governing Body) (Name of Applicant)

THAT \_\_\_\_\_, OR  
 (Title of Authorized Agent)

\_\_\_\_\_, OR  
 (Title of Authorized Agent)

\_\_\_\_\_  
 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the \_\_\_\_\_,  
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the \_\_\_\_\_, a public entity established under the  
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



**Please check the appropriate box below**

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): \_\_\_\_\_

Passed and approved this \_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
 (Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and  
 (Name of Applicant)

correct copy of a resolution passed and approved by the \_\_\_\_\_  
 (Governing Body)

of the \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
 (Name of Applicant)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)



### Cal OES Form 130 Instructions

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

#### **Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



**Checking Universal or Disaster-Specific Box:** A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

**Certification Section:**

**Name and Title:** This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."