

01 - Executive Department

111 - Governor's Office of Homeland Security and Emergency Preparedness

Tuesday, December 6, 2016

9:00 a.m.

Appropriations Committee on the implementation of the
Fiscal Year 2016-2017 (FY 17) budget / Fiscal Year 2017-2108 (FY 18) budget request

1. During the 2016 sessions, what did the department testify would be the effects of the FY 17 budget on services, staffing, and contracts?

GOHSEP Response:

GOHSEP was able to absorb the minimal reduction to state general fund for FY 17 due to a means of finance swap to federal revenue due to realignment of staff to federal programs.

GOHSEP's state general fund (SGF) appropriation for FY 17 does not provide funding for contracts or staff (outside of a small cost share for receipt of federal grants). The only services that are funded include reimbursement to the Civil Air Patrol and other State agencies. Specific details on GOHSEP's SGF expenditures for FY 17 are listed below:

Total GOHSEP EOB as of 11/17/2016: \$1,302,263,198

State General Fund Expenditure Item	Amount
Carryforward BA7 (State EOC UPS system)	\$87,660
State Cost Share for Hazard Mitigation ND Grants and FirstNet	\$75,000
Civil Air Patrol Operating Expenses	\$96,000
Interagency Transfer (Reimbursement to State Agencies for Services Provided-Backoffice, LLA, OTS, etc)	\$750,959
FEMA Debt Payment	\$13,494,359
TOTAL State General Fund	\$14,503,978

GOHSEP Other Means of Finance EOB Overview:

Other MOF Expenditure Item	IAT	Self Gen.	Federal
<i>DPS: LWIN Software/Console Upgrade</i>	11,400,000		
<i>DPS: Interoperability Staff Position/SLIGP Grant</i>	209,137		
<i>DOE: School Planning Grant</i>	149,329		
<i>DOA/DRU: CBDG Pilot Reconstruction Grant</i>	591,010		
<i>Fixed Nuclear Facility: Planning, Training, Exercises</i>		185,944	
<i>EMAC: Assistance to Other States</i>		35,000	
<i>Get A Game Plan: Donations-Authority Only</i>		25,000	
<i>Public Assistance Grants (Pass through): 64%</i>			816,104,832
<i>Hazard Mitigation Grants (Pass through): 33%</i>			420,804,054
<i>Preparedness Grants (Pass through): 3%</i>			38,254,914
	12,349,476	245,944	1,275,163,800

2. Compared to FY 16, what reductions, including services, staffing, and contracts, have been made in the department in FY 17?

GOHSEP Response:

As detailed above, GOHSEP does not have state general fund appropriations which is used for services, staffing and contracts outside of required/non-discretionary funding. We did however reduce our overall contracts that are federally funded.

3. What reductions would the department make if there are mid-year reductions to the FY 17 budget?

GOHSEP Response:

Reduction in Civil Air Patrol reimbursement of operating expenses for the months of Oct 2016-June 2017. GOHSEP would request reconsideration of this reduction as this funds 50% of Civil Air Patrol's annual operating costs. The remaining balance available for a reduction is **\$62,309.**

Reduction in the FY 17 invoice amount for required cost share of the FEMA Debt. The invoice was lowered slightly once the payment date was determined due to a previous estimated calculation of interest and penalties. The remaining balance available for a reduction is **\$14,500.**

4. Provide a brief overview of the FY 18 budget request compared to FY 17 by budget unit. What increases are requested in FY 18 and why are the increases necessary, including any new or expanded programs or services to additional populations? Are there any reductions in the FY 18 budget requests, including those as a result of annualizing reductions made in FY 17?

GOHSEP Response:

GOHSEP has one budget unit. The FY 17 annualized reductions are included.

FY 17 - 18 Budget Request Summary	STATE GENERAL FUND	IAT	SELF-GEN REVENUE	FEDERAL	TOTAL	T.O.	NON T.O. FTEs
(FY17) EXISTING OPERATING BUDGET	14,503,978	12,349,476	245,944	1,275,163,800	1,302,263,198	53	335
Non-Recurring Items	(3,724,060)	(11,544,778)			(15,268,838)		
Inflation							
Merit Increases				479,348	479,348		
Misc. Salaries and Related Benefits				1,000,860	1,000,860		
Group Insurance Increase 6%							
7-1 T.O. increase						5	(1)
8-1 FEMA debt payment	14,855,150				14,855,150		
8-2 LWIN STR replacement	4,427,883				4,427,883		
8-4 LWIN acquisitions	1,536,586				1,536,586		
8-3 Commodities	684,225				684,225		
TOTAL REQUESTED FY 17-18	32,283,762	804,698	245,944	1,276,644,008	1,309,978,412	58	334
DIFFERENCE OVER/UNDER EXISTING	17,779,784	(11,544,778)		1,480,208	7,715,214	5	(1)

GOHSEP Increases include:

a) **FY 17/18 Merit Increase**

T.O. Positions - 2130	53	\$97,250
Non-T.O. Positions - 3681	335	\$382,098
Total Positions/Increase	388	\$479,348

b) **FY 17/18 Salary and Related Benefit Adjustments**

		FY 17/18 Required	FY 16/17 EOB	Increase Needed
Salaries	T.O.	\$3,433,484	\$3,217,391	\$216,093
	Non-T.O.	\$16,454,474	\$17,034,638	(\$580,164)
		\$19,887,958	\$20,252,029	(\$364,071)
Retirement	T.O.	\$1,243,893	\$1,254,672	(\$10,779)
	Non-T.O.	\$5,851,470	\$4,585,010	\$1,266,460
		\$7,095,363	\$5,839,682	\$1,255,681
Social Security	T.O.	\$3,483	\$6,000	(\$2,517)
	Non-T.O.	\$23,525	\$35,000	(\$11,475)
		\$27,008	\$41,000	(\$13,992)
Medicare	T.O.	\$51,192	\$46,805	\$4,387
	Non-T.O.	\$244,139	\$272,456	(\$28,317)
		\$295,331	\$319,261	(\$23,930)
Group Benefits	T.O.	\$218,359	\$182,862	\$35,497
	Non-T.O.	\$2,149,837	\$2,038,162	\$111,675
		\$2,368,196	\$2,221,024	\$147,172
		\$1,000,860		

- c) CB 7-1: **Increase of five (5) Unclassified T.O. positions** in the following priority: 1 Executive Counsel, 1 All Hazard Planner, 1 Intelligence Analyst, 1 All Hazard Planner, and 1 Training Officer. All positions would be 100% federally funded. No increase in federal authority is required, as GOHSEP has enough existing authority due to the large amount of recovery pass through grants.

GOHSEP' authorized **T.O. is 53 positions** and authorized **Other Charges positions is 335**, for a total of **388 positions**.

Due to the urgency of GOHSEP's legal work in dealing with Recovery matters, the Director required staffing of the current Executive Counsel utilizing an Other Charges Position. This request is to reallocate the Other

Charges Executive Counsel to a T.O. position to allow the Director the ability to have direct Executive Counsel available not only for recovery matters, but also non recovery issues related to employee relations and other matters. All other positions that are requested will be filled by vacancy postings.

CB 8-1: Increase in state general fund of \$14,855,150. FEMA and Louisiana have agreed to multiple installment plans to repay outstanding debt. FEMA would take steps to enforce collection through administrative offset of the entire balance if funding is not appropriated.

Repayment Plan #1: Flooding DR 1049, Gustav DR 1786 Other Needs Assistance and Mission Assignments, Ike DR 1792 Other Needs Assistance, Gustav 3289 Mission Assignments, Isaac DR 4080 Other Needs Assistance, and OIG Audit (Hazard Mitigation programs for DR 1264, 1269, 1314, 1380 for Unmet Needs, Flood Mitigation Assistance, Hazard Mitigation).

- Request is for an increase of \$3,455,150.
- Payment #3 totals \$10,365,449, but \$6,910,299 is already in the budget and has not been non-recurred.
- This is payment #3 of 5.

Repayment Plan #2: Severe Weather and Flooding DR 4277 (August 2016 Flood), including cost share for Individual Assistance for Other Needs Assistance, Immediate Needs Assistance, and Transitional Sheltering Assistance and Mission Assignments.

- Request is for an increase of \$11,400,000.
- Payment #1 equals \$11,400,000.
- This is payment #1 of 5.

Repayment Plan #3: Severe Weather and Flooding DR 4263 (March 2016 Flood), including cost share for Individual Assistance for Other Needs Assistance, Immediate Needs Assistance, and Transitional Sheltering Assistance and Mission Assignments.

- Payment #1 for \$4.4M was made in FY 16/17. \$1.54M of that is being non-recurred on CB-4, leaving \$2.86M in the budget for Payment #2.
- This is payment #2 of 3.

- d) **CB 8-2: Increase in state general fund of \$4,427,833.** This request is for replacing all STR 3000 repeaters on the Louisiana Wireless Information Network (LWIN) system because they are out of warranty and maintenance is no longer supported by the vendor. The STR 3000 repeaters could not be replaced until after the software upgrade (began in FY 2016-2017) was completed. Funding for the software and equipment upgrades to the LWIN system was provided in the budget for FY 2016-2017, and was non-recurred on CB-4.

Total Project Cost for 2 years: \$15,827,883

Item Description	FY16/17	FY17/18	Total
Software Upgrade 7.13 to 7.17	\$11,400,000		\$11,400,000
STR replacement		\$4,427,883	\$4,427,883
	\$11,400,000	\$4,427,883	\$15,827,883

- e) **CB 8-3: Increase in state general fund of \$1,536,586.** This request is for:
- 1) The addition of repeaters to the four (4) state-owned deployable trailers used as redundant communications for the Louisiana Wireless Information Network (LWIN) system tower sites due to loss of connectivity during disaster or emergency events. Current trailers include a six channel repeater package, but due to growth of LWIN for use by first responders, a nine channel repeater package is required. Recent emergency events when the trailers were used have resulted in busy signals on sites.
 - 2) The purchase of WAVE push-to-talk access apps for key emergency personnel over Android and iOS devices. This requires 50 talkgroup licenses, 100 WAVE mobile communicator Android and iOS licenses, and one WAVE server. This capability will allow command staff within first responder agencies to communicate via the LWIN system as a redundant means in the event of loss of cell phone connections, which was recently experienced during the August 2016 flooding event.
- f) **CB 8-4: Increase in state general fund of \$684,225.** The State requires an in-state stock of commodities of Meals Ready to Eat (MREs) for citizens who are impacted by emergency or disaster events. This funding would allow for an in-state stock of 181,500 MREs. This would allow immediate response to those in need, prior to execution of FEMA supply or contracted vendor support, which could take up to 72 hours for delivery.

5. Has the department added any positions, including classified, unclassified, and other charges positions, in FY 17? If so, how many and what positions? Did the department request additional positions in the FY 18 budget request? If so, how many and what positions.

GOHSEP Response:

No additional positions added in FY 17.

Yes, GOHSEP requested an additional (5) T.O. positions in FY 18. *See response to Question # 4, c), CB 7-1.*

Increase of five (5) Unclassified T.O. positions in the following priority: 1 Executive Counsel, 1 All Hazard Planner, 1 Intelligence Analyst, 1 All Hazard Planner, and 1 Training Officer. All positions would be 100% federally funded. No increase in federal authority is required, as GOHSEP has enough existing authority due to the large amount of recovery pass through grants.

Current authorized **T.O. is 53 positions** and authorized **Other Charges positions is 335**, for a total of **388 positions**.

Due to the urgency of GOHSEP's legal work in dealing with Recovery matters, the Director required staffing of the current Executive Counsel utilizing an Other Charges Position. This request is to reallocate the Other Charges Executive Counsel to a T.O. position to allow the Director the ability to have direct Executive Counsel available not only for recovery matters, but also non recovery issues related to employee relations and other matters. All other positions that are requested will be filled by vacancy postings.

6. Provide a summary of changes in salaries from FY 16 to FY 17, including performance adjustments, promotions, or any other changes in salaries. Provide a summary of requested changes in salaries from FY 17 to FY 18, including performance adjustments, promotions, or any other changes in salaries.

GOHSEP Response:

Changes from FY16 to FY17:

GOHSEP issued nine (9) reallocation pay changes to its employees as a result of the regular Career Progression path. This annualized increase amount totals - \$30,866. All increases are funded by 100% federal MOF.

GOHSEP issued one (1) promotion pay change due to a retirement vacancy. This annualized increase amount totals - \$10,923. The increase in funded is 100% federal MOF.

Changes from FY17 to FY18:

GOHSEP requested an increase for merit adjustments and changes to salary and related benefits for FY 18. *See response to Question # 4, b).* The increases below are funded by 100% federal MOF.

Merit Adjustments - **\$479,348**

Salary and Related Benefit Adjustments - **\$1,000,860**

7. What budget adjustments have been made since the initial appropriation to your department? How much in each means of finance has been appropriated to each agency since the initial appropriation?

GOHSEP Response:

\$87,660.00 in State General Fund was approved by BA7.

This is for the approved Carryforward BA7 to fund the Universal Power Supply (UPS) system to replace broken equipment. This is for GOHSEP's Headquarters (State EOC location).

8. Do your spending and staffing levels match the priorities of your department?

GOHSEP Response:

GOHSEP's spending and staffing levels **do NOT** match the priorities of our agency. As a result, we have requested an increase in (5) TO, See *CB 7-1*.

Since 2008, GOHSEP has seen a reduction in TO from 167 to 53, a drop in 114 positions or 68%. The priorities of our agency that require additional positions includes our legal, preparedness and homeland security activities. We have no depth in staffing levels and have multiple activities with single points of failure:

- Homeland security, we have one (1) intelligence officer who is our sole liaison to all homeland security information. This prevents detailed analysis of homeland security sensitive and terrorism related information.
- Planning, we have only two remaining staff positions and in order to maintain receipt of federal funding this staff must conduct annual reviews of parish and state planning and preparedness efforts and are very limited in their ability and have had to reduce their metrics. With an increase in planning staff, GOHSEP would be able to work more closely with state and local emergency managers to develop effective emergency and COOP plans which would result in a faster and more effective response, reducing overall cost of an emergency or disaster.
- Exercise, we have eliminated our one (1) exercise officer and now rely solely on the manager of the training and exercise to fulfill the roles and responsibilities of developing and coordinating five (5) annual exercises which are required to maintain receipt of federal funding.

If GOHSEP's CB 7-1 five (5) TO increase is approved, there is no request for additional state general fund as we would rely on existing federal grants to fund the positions.

9. Provide the top 5 performance measures that give the outcomes in your department. How do you rank nationally based on these priority measures?

GOHSEP Response:

- In 2012, GOHSEP obtained reaccreditation of the Emergency Management Accreditation Program (EMAP). GOHSEP is one of 32 states that are EMAP accredited and was one of the first 10 states to obtain EMAP accreditation.
 - GOHSEP staff is routinely requested through EMAC requests to provide support to other states for expertise in disaster response and recovery assistance in dealing with their state emergencies and disasters.
 - There is however, no national comparison available to measure the performance outcomes of GOHSEP listed below.
 1. Number of training courses conducted:
For FY 15/16, GOHSEP has coordinated and provided 139 training courses and trained 3,570 state and local personnel and first responders in emergency management and terrorism related courses. Additionally, 37,504 people in Louisiana have taken in person and or online homeland security and emergency management courses in the last year.
 2. Percentage of State emergency operations plans (EOPs) reviewed annually with state agencies:
For FY 15/16, GOHSEP reviewed 25% of the state EOPs.
 3. Percentage of local emergency operations plans (EOPs) reviewed:
For FY 15/16, GOHSEP reviewed 19% of the local EOPs, which is below the 25% target for the agency due to staffing levels within GOHSEP due to numerous state emergencies within Louisiana.
 4. Maintain 100% of approved and adopted parish mitigation plans:
For FY 15/16, GOHSEP worked with the local parishes and FEMA and was able to maintain and receive approval for 82% of the local mitigation plans, which is below the 100% target for the agency 82% due to numerous state emergencies within Louisiana and the inability to work on the mitigation planning process.
 5. Percent of fixed nuclear facility equipment annually calibrated and maintained:
For FY 15/16, GOHSEP calibrated 100% of the equipment for the fixed nuclear facilities in addition to passing all three (3) federally graded nuclear facility exercises.
10. Provide a list of all sources of revenue that are not appropriated. These funds could include restricted or off budget accounts. Also, please provide the amount anticipated to be used in FY 17, the amount in FY 18, and any balance or reserve amount for each source or revenue.

GOHSEP Response:

GOHSEP does not have any additional sources of revenue that are not appropriated.

GOHSEP FY 16/17 Pay Changes as of 11/16/2016

Personnel number	Last name	Employee First Name	Job key	Job title	Section	Reason for Adjustment	Position	Begin Date	Bi-Weekly	Prev Annual	Bi-Weekly	New Annual	Annual Amt.	Pay Reason Description	Action Reason
242038	ROSS	TAKISHA	507220	SUPERVISOR 2	SUBRECIPIENT MONITORING	Career Progression	50377845	7/1/2016	2,114.94	54,988.44	2,263.20	58,843.20	3,854.76	UNCL Pay Change	Unclassified Reallocation
123589	DIXON	LEKEESHA	500440	ANALYST 2	SUBRECIPIENT MONITORING	Career Progression	50378641	7/8/2016	1,840.38	47,849.88	1,968.80	51,188.80	3,338.92	UNCL Pay Change	Unclassified Reallocation
247052	THOMAS	CHALONDA	507220	SUPERVISOR 2	PUBLIC ASSISTANCE	Career Progression	50377869	7/9/2016	1,986.82	51,657.32	2,126.40	55,286.40	3,629.08	UNCL Pay Change	Unclassified Reallocation
169610	LONNETTE	SULANDA	506750	SPECIALIST 2	PUBLIC ASSISTANCE	Career Progression	50377907	8/5/2016	2,105.60	54,745.60	2,252.80	58,572.80	3,827.20	UNCL Pay Change	Unclassified Reallocation
241833	NIXON	SHERA	510450	PROGRAM MANAGER 2	HOMELAND SECURITY GRANTS	Career Progression	50382748	9/22/2016	2,026.75	52,695.50	2,168.00	56,368.00	3,672.50	UNCL Pay Change	Unclassified Reallocation
234046	SMITH	TASHA	506750	SPECIALIST 2	HOMELAND SECURITY GRANTS	Career Progression	50361787	9/27/2016	1,733.60	45,073.60	1,855.20	48,235.20	3,161.60	UNCL Pay Change	Unclassified Reallocation
276613	JUDICE	EMILY	506750	SPECIALIST 2	HOMELAND SECURITY GRANTS	Career Progression	50382740	9/29/2016	1,519.23	39,499.98	1,625.60	42,265.60	2,765.62	UNCL Pay Change	Unclassified Reallocation
222070	BROWNING	LYNNE	501070	ASST DEPT DIRECTOR	PUBLIC ASSISTANCE	Promotion	50365519	9/30/2016	3,753.19	97,582.94	4,173.30	#####	10,922.86	UNCL Pay Change	UNCL Promotion
236875	DOUGLAS	CHAKHRISHNA	506750	SPECIALIST 2	HOMELAND SECURITY GRANTS	Career Progression	174315	10/14/2016	1,920.00	49,920.00	2,054.40	53,414.40	3,494.40	UNCL Pay Change	Unclassified Reallocation
277823	WHITE-BARNES	DONNA	500440	ANALYST 2	SUBRECIPIENT MONITORING	Career Progression	50377752	10/15/2016	1,711.93	44,510.18	1,832.00	47,632.00	3,121.82	UNCL Pay Change	Unclassified Reallocation