

Nevada State Emergency Response Commission (SERC)

Funding Committee Meeting Minutes

Monday September 23, 2019

9:00 AM

107 Jacobsen Way, Room 51

Carson City, NV 89701

1. CALL TO ORDER (Non-action Item)

Christina Wilson, SERC Coordinator, called the meeting to order at 9:30 AM. She welcomed attendees and then did a roll call.

2. ROLL CALL, CONFIRM QUORUM AND INTRODUCTIONS (Non-action Item)

Members Present:

Susan Crowley

Matt Griego

Ryan Sommers

Quorum was established.

Others Present:

Christina Wilson, SERC Coordinator

Chief Dennis Nolan, SERC Co-Chair

Nathan Hastings, Attorney General's Office

Ms. Wilson welcomed their newest Member, Ryan Sommers. He was appointed by the Funding Interim Chair, Matt Griego and also Co-Chair, Dennis Nolan. She thanked Mr. Sommers for stepping up and taking the position.

3. PUBLIC COMMENT (NON-ACTION ITEM)

Patricia Brownfield from Esmerelda LEPC asked when would they be working on the LEPC grants and United We Stand grant?

Ms. Wilson said the United We Stand and the SERC Opti Grants were actually approved or recommended for approval by the Funding Committee back in June. Those are awaiting the final approval from the Full SERC Commission Meeting. The holdup for counties right now is establishing quorum at the Full SERC Commission Meetings. They've been unable to establish a quorum, but they're working towards that to be able to fulfill those grants very soon.

4. APPROVAL OF JUNE 18, 2019 MEETING MINUTES (For Discussion/For Possible Action)

Ms. Wilson noted that the word "Minutes" was missing on the Minutes, so that's going to be added before the Minutes are finalized.

Motion: Approve 6/18/19 SERC Funding Committee Meeting Minutes with addition of "Minutes" on the document

By: Susan Crowley

Second: Dennis Nolan

Vote: Passed Unanimously

5. REVIEW OF FY2020 HMEP FIRESHOWSWEST GRANT APPLICATIONS (For Discussion/For Possible Action)

Ms. Wilson explained that this is listed as Fiscal Year 2020, but it's for FireShows West 2019 in Reno. These are mid-cycle grant applications, and other than three still awaiting word back from USDOT, the remainder of the applications have already been approved. Ms. Wilson said she expected a response from USDOT this week.

Ms. Wilson said she and Mr. Griego talked earlier, and with these grant applications, it would probably make it easiest if there was a blanket contingency stating that mileage would be paid out at the GSA rate of .58. (GSA mileage reimbursement rates have risen since the applications were submitted.)

Ms. Crowley asked when it comes to hotel rooms and other expenses, have they checked to make sure that the amount requested matches with the locations that they have for FireShows Reno?

Ms. Wilson said that she reviewed all of those throughout all of the applications. Counties that are requesting room and per diem, they are requesting it within the GSA rate. The cap which they're allowed to pay for their rooms and per diem is the GSA rate. That could be a part of the contingency if Members choose to have that that way as well.

The Agenda topic states that the Committee is going to review the FireShows West applications, recommend approving, approve with contingencies or deny. Ms. Wilson said she would accept a motion for the blanket contingencies.

Motion: Place a blanket contingency on FY20 HMEP FIRESHOWSWEST grant applications to be consistent with the GSA mileage and room rate allowance. Counties are welcome to spend less money but that is the cap.

By: Susan Crowley

Second: Matt Griego.

Vote: Passed Unanimously

Mr. Sommers asked if LEPC's automatically get paid mileage? Ms. Wilson said if they do not apply for mileage, they don't get that reimbursement at all. When they submit their reimbursement request, they include an expense form and those are reviewed by Ms. Wilson.

The review of the applications was as follows:

Carson City: \$780.00 requesting four people to attend FireShows West for the Nevada LEPC track. There's no mileage or per diem for them because they are within 60 miles of the location.

Motion: Approve Carson City grant application in the amount of \$780.00

By: Ms. Crowley

Second: Mr. Nolan

Vote: Passed unanimously

5. REVIEW OF FY2020 HMEP FIRESHOWSWEST GRANT APPLICATIONS (For Discussion/For Possible Action)
(continued)

Clark County: \$15,456 requesting 12 attendees for FireShows West, including registration, hotel stay for four nights and per diem, airline tickets, and parking at the airport for their vehicles. (Note: notified Clark County that goals were a little narrow, need more elaboration next application)

Motion: Approve Clark County grant application in the amount of \$15,456
By: Mr. Nolan
Second: Ms. Crowley
Vote: Passed unanimously

Douglas County: \$11,660 requesting 22 attendees for FireShows West, including hotel and resort fees.

Motion: Approve Douglas County grant application in the amount of \$11,660
By: Ms. Crowley
Second: Mr. Griego
Vote: Passed unanimously

Humboldt County: \$5,387 requesting six people to attend FireShows West. This includes the registration, hotel stay, per diem, and their mileage for the four days for them to attend.

Motion: Approve Humboldt County grant application in the amount of \$5,387
By: Mr. Nolan
Second: Ms. Crowley
Vote: Passed unanimously

Mr. Sommers asked if the GSA rate covers both agency owned vehicles and private vehicles at the same rate? Ms. Wilson said no. If they end up taking agency vehicles, they will only reimburse them at 0.29. The 0.58 is the cap for GSA. If something happens or if there is a fire or an emergency where agency vehicles are not available, they can still drive their personal vehicles and still have the amount covered for them. But again, it's going back to their travel expense reimbursement form, and they show which vehicles that they actually did travel in and then it's adjusted there.

Lander County: \$5,989 requesting five people to attend FireShows West. This includes a 5 night hotel stay.

Motion: Approve Lander County grant application in the amount of \$5,989
By: Ms. Crowley
Second: Mr. Sommers
Vote: Passed unanimously

5. REVIEW OF FY2020 HMEP FIRESHOWSWEST GRANT APPLICATIONS (For Discussion/For Possible Action)
(continued)

Mineral County: \$8,177. Mineral County has already been approved by USDOT affiliates. This was also approved back on May 31st, 2019.

Motion: Approve Mineral County grant application in the amount of \$8,177
By: Mr. Sommers
Second: Mr. Griego
Vote: Passed unanimously

Nye County: \$22,584 requesting 20 people to attend FireShows West. This includes registration, hotel for four nights, per diem, and round-trip mileage for 10 vehicles. Parking is free.

Motion: Approve Nye County grant application in the amount of \$22,584
By: Ms. Crowley
Second: Mr. Nolan
Vote: Passed unanimously

Mr. Sommers asked if they would be moving Nye County's mileage figure to the personal vehicle row and removing it from the agency vehicle row that has that expense currently? Ms. Wilson said yes. When they submit their travel expense reimbursement claim forms it will state which vehicles that they traveled in. It will be reimbursed on that.

Storey County: \$1,950 requesting registration fees for 10 people to attend FireShows West for the Nevada LEPC track.

Motion: Approve Storey County grant application in the amount of \$1,950
By: Ms. Crowley
Second: Mr. Nolan
Vote: Passed unanimously

Deputy Attorney General Hastings said he just noticed when the Storey County motion was made that that motion, and the ones before, don't align with the actual wording on Agenda Item 5. It says that "the Committee will review grant applications and recommend approving" so on and so forth, meaning that these are recommendations to the Full SERC for approval of these amounts. The motions thus far have been motions to approve, not to recommend approving. And so, maybe someone can make a motion that as to all the counties' applications have been moved on to this point, that those be for recommendation of approval for the Full SERC.

Ms. Crowley said these are mid-cycle grant applications. They can approve them as a subcommittee.

5. REVIEW OF FY2020 HMEP FIRESHOWSWEST GRANT APPLICATIONS (For Discussion/For Possible Action)
(continued)

Deputy Attorney General Hastings said he has not historically tracked which grants the Committee does themselves and which ones are recommended to the SERC. He said he assumed that when staff puts the Agenda together and it says for one type of thing recommend versus that other kind, approve straight out, that that's already been taken into account. If they're saying that that would never be put on a Full SERC Agenda to actually do, and that this has to be done this way for these entities, then they're going to need to make that call and do what they need to do. And that would be something they need to clean up on agendas moving forward.

Ms. Wilson said she used the verbiage from past agendas and the verbiage has always stated "recommended for approval." So, if that was her misunderstanding with creating the Agenda, that's on her.

Mr. Nolan said he thought that maybe the language refers to when it says "to recommend for approval" it's obviously recommending for approval from the Funding Committee.

Ms. Crowley said they just need to clean up the language in the next agenda.

Ms. Wilson said with the way it's worded right now, are they doing a blanket approval for the rest of them just to ensure they were all recommended the same way?

Ms. Crowley said where they are getting hung up is the Agenda says "recommend for approval" but what they're actually doing is approving them.

Deputy Attorney General Hastings said he knows that what's needed is for the Committee to actually approve these today. The language issue in the Agenda is bringing this question to light. He assumed that the Committee would be actually approving these items, and didn't look at the Agenda as closely as he probably should have to see that the item only said, "recommending the approval". That being said, if in fact the situation is that they need to be approved by this Committee because they don't know when the Full SERC is going to meet and historically, a mid-cycle FireShows application like this has been approved by the Committee, and the Committee has the authority to do so, they're going to need to make the decision do they just go ahead and approve all these today and then be cleaner on our agendas in the future.

The Deputy Attorney General said he didn't think they needed to go back and make a motion for all of the applications. If Members are all in agreement that they need to make it happen and they need to do these approvals today, then his advice is just that they be more precise in the next agenda.

Ms. Wilson said she apologized for the mix-up. The Funding Committee does have the authority to approve these grants. She will use the correct verbiage on future agendas.

Pershing County: \$6,240 requesting fees for 8 people to attend FireShows West, plus mileage

Motion: Approve Pershing County grant application in the amount of \$6,240

By: Ms. Crowley

Second: Ms. Crowley

Vote: Passed unanimously

5. REVIEW OF FY2020 HMEP FIRESHOWSWEST GRANT APPLICATIONS (For Discussion/For Possible Action)
(continued)

Washoe County: \$9,038 requesting registration fees for 32 people to attend FireShows West.

Motion: Approve Washoe County grant application in the amount of \$9,038

By: Mr. Nolan

Second: Mr. Griego

Vote: Passed unanimously

White Pine County: \$11,625 requesting fees for 10 people to attend FireShows West. Includes registration, hotel, per diem, and mileage. (Note: \$3,000 request for Rescue 1 & Hazards Online Training was missing course information. They will have to apply again in the future for that.)

Motion: Approve White Pine County grant application in the amount of \$11,625

By: Mr. Nolan

Second: Ms. Crowley

Vote: Passed unanimously

6. PUBLIC COMMENT (Non-Action Item)

Mr. Mike Hedemann [phonetic] asked if applicants that were approved could start registering for FireShows West?

Ms. Wilson said the LEPC folks will be able to register with FireShows West now. Their registration will be placed in “pending approval” until the grant awards are approved, and once Ms. Wilson submits the awards to the LEPC chairs, and she gets them back. They can be scanned and emailed to get them to her quickly. Once Ms. Wilson receives them signed from the LEPC’s, then Joanne Hill from FireShows West will then approve that county’s registrants. So, they’re able to register already. They will hold their place in their classes, but no payments or anything will be processed until grant awards have been approved.

Ms. Nolan had one comment. He noted that Ms. Wilson was doing “the yeoman’s job” over in SERC right now, kind of holding everything together and they all appreciate it.

7. ADJOURNMENT (Discussion/For Possible Action)

Motion: Adjourn

By: Mr. Nolan

Second: Ms. Crowley

Vote: Passed unanimously