

**STATE EMERGENCY RESPONSE COMMISSION
HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP)
MID-CYCLE GRANT APPLICATION
TITLE PAGE**

Applicant: **Washoe County LEPC**
Address: **5195 Spectrum Blvd. Reno, NV 89512**

RECEIVED
JUN 07 2022
NEVADA
SERC

Local Emergency Planning Committee (LEPC) Chair:

Name: **Brian Taylor** Title: **Chairperson**
Address: **5195 Spectrum Blvd.** City/Zip: **Reno/89512**
Phone: Fax:
E-mail: **BTaylor@remsa-cf.com**

Fiscal Officer: (Address must match for the appropriate vendor code for the County)

Name: **Francisco Ceballos** Title: **Secretary/Treasurer**
Address: **5195 Spectrum Blvd** City/Zip: **Reno/89512**
Phone: **775.224.4109** Fax:
E-mail: **FCeballos@washoecounty.com**

Budget Summary:

| Planning | Training | Total* |
|-------------------|-----------------|-------------------|
| \$42065.00 | \$ | \$42065.00 |

Round up total* only to the nearest dollar

LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:

On behalf of the LEPC, I certify this body has reviewed this grant application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.

 06.07.2022
Signature of LEPC Chair Date

GOVERNING BODY APPROVAL: (i.e. County Commissioner, County Manager)

The LEPC has the approval to apply for funding through this grant.

 06.07.2022
Signature of Governing Body Date

Kelly Echeverria, Washoe County Emergency Manager
Print Name and Title

I. GOALS:

Tell the SERC what you want to accomplish with this grant. Provide a separate discussion of each goal and justify its need towards the prevention, mitigation and/or response to hazardous materials incidents involving transportation. The goals are general statements of desired results and identify intended outcomes and results the program has established to achieve with these funds.

Click inside gray box to begin typing

City of Reno, Fire Department (RFD):

The City of Reno's goal is to create multiple layers of protective measures against exposure to the virus for our first responders. The more layers of protection, the better protected our employees will be. For our first responders, the goal is to protect the emergency service or function that is performed by the emergency service responder. The responders, in turn, protect their families, their workplaces and the community at large. Better-protected first responders are thereby better able to protect their communities.

II. OBJECTIVES:

How do you plan to achieve the goals listed above? Include specific uses of this grant funding to prevent, mitigate and/or respond to hazardous materials incidents involving transportation. Objectives focus on the methods/activities to be used to achieve the goals they support.

Answer these questions in each objective:

- ✓ **WHAT** will be done with these funds?
- ✓ **WHO** is responsible for making arrangements and payments for the activities of this allocation?
- ✓ **WHEN** will the activity be implemented?

Click inside gray box to begin typing

City of Reno, Fire Department (RFD):

Gloves will be purchased to protect our firefighters during patient care on EMS calls. The City of Reno Fire Department logistics section will purchase the gloves upon funding being awarded and Council acceptance. We to ensure if and when the next shortage occurs, we are equipped with an adequate supply.

III. BUDGETS:

Training:

All training requests must first be made through the State Fire Marshal's office (SFM) and the Department of Emergency Management (DEM). If the SFM or DEM declines the training, the request may be included in the grant application along with the letter of declination.

All expenses must be itemized. State per Diem rates (which generally follow the federal GSA rates; <http://www.gsa.gov>) will prevail unless local/negotiated rates are less. Hotel receipts are required for all lodging reimbursement requests, including in state lodging. Meals included in registration fees will not be reimbursed. Travel eligibility requirements and rates are further defined in SERC policy 8.5.

Requests for a consultant/contractor to provide training must be accompanied by at least two competitive bids. The bids must include an itemized quote and detailed scope of work from the consultant/contractor.

If a privately owned vehicle is used for agency convenience, mileage may be reimbursed at the State rate, currently .575 cents per mile. If a personal vehicle is used for personal convenience, the reimbursement allowed is .2875 cents per mile. If an agency vehicle is used, reimbursement may be made for fuel charges based on receipt or agency fuel logs. Airport parking and ground transportation expenses are reimbursable upon presentation of receipts. Rental cars must be pre-approved by the SERC. All travel expenses are based on GSA rates and guidelines as well as the Nevada State Administrative Manual and mileage is based on the maximum allowed with the State of Nevada during the grant period of potential awards.

| Consultant / Contract Services / Other | | Amount Requested |
|--|--|------------------|
| Name | | |
| | | |
| Total Contract Training: | | \$0.00 |

| Course / Conference Costs | | | | |
|---|-------------------------|------------------|----------------|---------------|
| Course / Conference Title: | | | | |
| Registration | Cost per Attendee | # of Attendees | | \$0.00 |
| | | | | |
| Hotel | Cost per Night | # of Nights | # of Rooms | \$0.00 |
| | | | | |
| Per Diem | Cost per Day | # of Days | # of Attendees | \$0.00 |
| | | | | |
| Transportation | # of Miles (Round Trip) | Agency Vehicle | # of Vehicles | \$0.00 |
| | | 0.585 | | |
| | # of Miles (Round Trip) | Personal Vehicle | # of Vehicles | \$0.00 |
| | | 0.2925 | | |
| | Public Transportation | Total \$ Amount | | \$0.00 |
| | | | | |
| Cost of Airline Ticket | # of Tickets | | | \$0.00 |
| | | | | |
| Parking | Cost per Day | # of Days | # of Vehicles | \$0.00 |
| | | | | |
| Total Course / Conference Costs: | | | | \$0.00 |
| Total Training Costs: | | | | \$0.00 |

Double click on any box to open an embedded Excel Spreadsheet to enter your data, when finish click anywhere outside the box to re-embed the data into the Word document and then SAVE your work!!!

IV. BUDGET NARRATIVE

This is an explanation of the line items identified in each category. The budget narratives must explain the use of the requested grant funds. Budget narratives must be included for each category for which there is a request for items/services. Justify the relationship between the items listed within each category and the goals and objectives of this grant request. The budget narratives must tie each item requested to the goals and objectives of this project.

Planning Services -

Explain the basis for selection of each consultant or conference attendance and describe how the activity to be provided is essential to achieving established goals.

Click inside gray box to begin typing

City of Reno, Fire Department (RFD):

PPE was and continues to be of paramount importance to ensure the firefighter personnel were protected when interacting with the general public and serving the City of Reno, its constituents, and visitors. As the coronavirus disease (COVID-19) pandemic continues to be a reality, our first responders are responding to more and more potentially infectious patients seeking care and transport. Preventing the spread of Coronavirus, or any other disease/virus to and from first responders and patients relies on effective use of personal protective equipment (PPE)—gloves, face masks, air-purifying respirators, goggles, face shields, respirators, and gowns. We have felt the critical shortage of PPE items which was experienced worldwide and is projected to continue as certain product remains in high demand. PPE, formerly ubiquitous and disposable in the emergency service environment, is now a scarce and precious commodity when it is needed most to care for highly infectious patients. Annual supplies (PPE and sanitation) are accounted for within the normal fiscal year budgetary process; however, the coronavirus outbreak required both departments to significantly increase purchasing. As such we are requesting EMS gloves to ensure if and when the next shortage occurs, we are equipped with an adequate supply.

Attached is the breakdown for the requested amount.

Training -

Explain the purpose of the training and/or the consultant/contractor and how it relates to achieving established goals. Provide location of training, duration, itemized transportation and per diem expenses. Attach a copy of the letter of declination from SFM and DEM.

Click inside gray box to begin typing

**STATE EMERGENCY RESPONSE COMMISSION
HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP)
ACTIVITY REQUEST FORM**

**REQUIRED: Complete a separate form for each separate
activities on grant**

Section A – Requesting Organization

Organization: **Washoe LEPC**
Street Address: **5195 Spectrum Blvd**
City / Zip Code: **Reno/89512**

Section B – Point of Contact

First Name: **Francisco**
Last Name: **Ceballos**
Phone: **775-224-4109**
E-Mail: **FCeballos@washoecounty.gov**
Position: **LEPC Secretary/Treasurer**

Section C – Grant Activity Request Information

Amount: **\$42,065.00**
Activity: **Planning**
(Planning or Training)

Section D – Activity Description

Number of Participates: **0**

(Enter "0" if funding is requested for planning activities without an associated number of participants such as plan updates and commodity flow studies).

Activity Description and Justification:

What do you want to accomplish with this grant. Provide a separate discussion of each goal and justify its need towards the prevention, mitigation and/or response to hazardous materials incidents involving transportation. The goals are general statements of desired results and identify intended outcomes and results the program has established to achieve with these funds.

The City of Reno's goal is to create multiple layers of protective measures against exposure to the virus for our first responders. The more layers of protection, the better protected our employees will be. For our first responders, the goal is to protect the emergency service or function that is performed by the emergency

service responder. The responders, in turn, protect their families, their workplaces and the community at large. Better-protected first responders are thereby better able to protect their communities.

How does this further your organization's program mission?

Include specific uses of this grant funding to prevent, mitigate and/or respond to hazardous materials incidents involving transportation. Objectives focus on the methods/activities to be used to achieve the goals they support.

As the coronavirus disease (COVID-19) pandemic continues to be a reality, our first responders are responding to more and more potentially infectious patients seeking care and transport.

Does this activity replace an item included in the approved application? If yes, what activity is being replaced and why?

N/A

CERTIFIED ASSURANCES For LEPCs

Grant Title: HMEP Mid-Cycle Grant 2022

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the applicant and the lead governmental unit hereby agree to the following Certified Assurances governing the awarding of funds:

- A) The applicant assures compliance with the Nevada Administrative Code (NAC) 459.9912 et seq. and SERC policies found at <http://serc.nv.gov>.
- B) **FINANCIAL REPORTS** – The recipient is required to submit, at a minimum, quarterly financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC Policies 8.5 and 8.6.

No expenditures or obligations will be eligible for reimbursement if occurring prior to or after the award period. All funds need to be obligated by the end of the grant period and expended by the final report date as stated in the grant award cover letter. Failure to submit proper reports pursuant to current policies may jeopardize future funding from the SERC.

- 1) **Request for advance:** May be requested only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote. Complete and submit a financial report form with the appropriate “request for advance” box checked.
- 2) **Report on expenditure of advance:** Show the actual expenditure of the advanced funds. Complete and submit a financial report form with the appropriate “report on expenditure of advance” box checked. This report is due **within 30 days** of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) **Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include a summary breakdown of expenses, copies of dated invoices, proof of payment and any other documents required by SERC policies. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a **match** in the appropriate line on the report form.

- 4) **Quarterly report required:** If there are no expenditures within the quarter, a report with an explanation of why and the plan for future expenditures is due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:
- October 31** - for reporting period July 1 to September 30;
January 31 - for reporting period October 1 to December 31;
April 30 - for reporting period January 1 to March 31; and
July 31 - for reporting period April 1 to June 30.
- 5) **Final report:** There will be no further expenditures, the grant is closed and no further reports are necessary. This report is due within **30 days** after the end of the award period, or any time prior to the end of the award period if no further funds will be spent.
- C) **EXERCISE REPORTS** – To be eligible for grant funding, the LEPC must report to the SERC by January 31st of each year on at least one real event and/or tabletop, functional, or full-scale exercise or drill which utilizes and implements the hazardous materials emergency response plan. An exercise is required at least once every third year.
- D) **GRANT CHANGE REQUEST** – Grant expenditures are authorized for the purposes set forth in this application, as approved in the grant award, and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Request for a change in the project must be submitted to the SERC and approved in writing prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC Policy 8.7).
- E) The applicant assures compliance with *2 CFR 1200, Non-procurement Suspension and Debarment*. The applicant assures, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- F) The applicant assures the fiscal accountability of the funds received from the SERC will be managed and accounted for by the lead agency's chief comptroller. Internal control and authority to ensure compliance with the SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- G) The SERC will reimburse the recipient reasonable, allowable, allocable cost of performance, in accordance with current federal requirements, Nevada Revised Statute, Nevada Administrative Code, State Administrative Manual, SERC policies and any other applicable fiscal rules, not to exceed the amount specified at the total award amount.

- H) The applicant assures it shall maintain data and information to provide accurate financial reports to the SERC. Said reports shall be provided in form, by due dates and containing data and information as the SERC reasonably requires to administer the program.
- I) The applicant assures financial reports shall be submitted within 30 calendar days of the end of each calendar quarter and within **30 days** of the end of the grant period and shall be current and actual.
- J) The applicant assures funds made available under this grant will not be used to supplant state or local funds.
- K) The applicant assures compliance with *2 CFR 200.212 and 180, Non-procurement Suspension and Debarment*. The applicant assures, through the submission of the grant application for funding, neither the lead agency, county government, any of its participating agencies, are potential vendors, contractors or providers debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- L) The applicant assures that it will comply with Administrative Requirements *2 CFR part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments* appropriate to the award as follows:
1. 49 CFR 110, *Hazardous Materials Public Sector Training and Planning Grants*
 2. 49 CFR 18, *Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Tribal Governments*
 3. 2 CFR 225, *Cost Principles for State, Local and Indian Tribal Governments*
 4. OMB Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations* (now contained in 2 CFR 200)
 5. 49 CFR 20, *New Restrictions on Lobbying*
 6. 49 CFR 32, *Government wide Requirements for Drug-Free Workplace*
- M) The applicant assures compliance with *Title VI of the Civil Rights Act of 1964*, which prohibits discrimination on the basis of race, color and national origin in programs and activities receiving federal financial assistance. The applicant assures compliance with 49 CFR 21, *Nondiscrimination in Federally Assisted Programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964*.
- N) Any publication (written, visual, or audio) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:
- "This program was supported by Grant # _____, awarded by the Nevada State Emergency Response Commission (and, if an HMEP grant, the U.S. Department of Transportation). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position of policies of the State Emergency Response Commission (and, if an HMEP grant, U.S. Department of Transportation)"

- O) The applicant fully understands the SERC has the right to suspend, terminate or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its grant award and/or non-compliance.
- P) **LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.
- Q) Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the SERC.
- R) All activities and purchases utilizing any SERC administered sources of funding must comply with all local, state, and federal laws and regulations as well as grant specific requirements. It is the responsibility of sub-grantees to be familiar with any such laws, regulations and requirements.
- S) Applicant understands that an updated addendum to the grant may be required based on the federal guidelines between now and the time of the award documents based on requirements for State of Nevada or the federal sponsoring agency.

The applicant acknowledges receipt of these Certified Assurances and hereby assures adherence to all the above conditions of a grant award from the SERC.

GOVERNMENTAL UNIT (I.E., COUNTY COMMISSION, COUNTY MANAGER)

Name (print): Kelly Echeverria Title: Washoe County Emergency Manager

Signature: 

06.07.2022
Date

LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN

Name (print): Brian Taylor Title: Chairperson

Signature: 

06.07.2022
Date

RETURN THIS SIGNED FORM WITH GRANT APPLICATION

LEPC COMPLIANCE CERTIFICATION

The following requirements must be met by the LEPCs for compliance with federal, State and SERC laws, regulations and policies and procedures. This checklist must be completed, signed and returned annually by March 31, even if the LEPC is not a recipient of grant funds.

A check mark in the squares on the left will indicate a YES response.

- Have changes in the LEPC Bylaws and Membership list been submitted to SERC?
- | | | |
|------------------------------------|-----------------------|----------------------------|
| Bylaws reviewed/updated - | Date: 12/16/21 | Submitted: 12/21/21 |
| Membership list reviewed/updated - | Date: 12/16/21 | Submitted: 12/21/21 |
- Have LEPC meetings been held, at a minimum quarterly, and have agendas and minutes of all meetings, including special meetings, been forwarded to the SERC?
- Has the LEPC submitted all required reports which summarize the financial management of the active grants (*i.e., copies of invoices and verification of expenditures*)?
- Has the LEPC reviewed and updated its hazardous materials emergency plan (or hazmat portion of the jurisdiction's "all hazards" plan), NRT-1, Level of Response Questionnaire and Letter of Promulgation within the last year? Have the review results and updates been submitted to the SERC in writing along with a copy of the LEPC meeting minutes documenting review of the Plan by January 31st?
- | | | |
|--|-----------------------|----------------------------|
| Plan update - | Date: 12/16/21 | Submitted: 12/21/21 |
| NRT - 1 update - | Date: 12/16/21 | Submitted: 12/21/21 |
| Level of Response Questionnaire update - | Date: 12/16/21 | Submitted: 12/21/21 |
| Letter of Promulgation update - | Date: 12/16/21 | Submitted: 12/21/21 |
- Has the LEPC reported on at least one incident or exercise (exercise required at least every third year) of its hazardous materials emergency response plan by January 31st?
- | | | |
|--|-----------------|----------------------------|
| Indicate the date of the most recent exercise: | 08/20/21 | Submitted: 12/21/21 |
| Indicate the date of an incident report used in lieu of an exercise: | | Submitted: |
- Has the LEPC met the annual requirement of publishing the Emergency Planning and Community Right-to-Know Act "information availability" in the local newspaper? Has the standard Affidavit of Publication been sent to the SERC?

Date of publication: **12/28/21** Affidavit Submitted: **12/21/21**

As chairman **Washoe** Local Emergency Planning Committee, I attest
of
County Name

all information provided on this Compliance Certification is accurate


LEPC Chair Signature

06.07.2022
Date

RETURN THIS SIGNED FORM WITH GRANT APPLICATION



Quotation

Quotation#:

03/30/2022

Account Number: 108984-ESHIP001

BILL-TO

RENO FIRE DEPARTMENT

PO BOX 1900

RENO, NV 89505-1900

Ship Method: NO FRT

Payment Terms: NET 30

SHIP-TO

RENO FIRE DEPARTMENT

305 EDISON WAY

RENO, NV 89502-2307

Contact Name .

Phone Number .

| Item | UOM | Description | Qty | Price | Ext.Price | Exp.Date |
|--------|--------|---|-----|-----------|--------------|------------|
| 290325 | 500/CS | Gloves, Supreno EC, SM, Nitrile, Powder Free, Textured, High Risk, Extended Cuff 50/bx | 2 | \$ 117.50 | \$ 235.00 | 06/30/2022 |
| 290326 | 500/CS | Gloves, Supreno EC, MED, Nitrile, Powder Free, Textured, High Risk, Extended Cuff 50/bx | 32 | \$ 117.50 | \$ 3,760.00 | 06/30/2022 |
| 290327 | 500/CS | Gloves, Supreno EC, LG, Nitrile, Powder Free, Textured, High Risk, Extended Cuff 50/bx | 216 | \$ 117.50 | \$ 25,380.00 | 12/31/2022 |
| 290328 | 500/CS | Gloves, Supreno EC, XL, Nitrile, Powder Free, Textured, High Risk, Extended Cuff 50/bx | 108 | \$ 117.50 | \$ 12,690.00 | 12/31/2022 |

Quote Total \$ 42,065.00

Comments:

Shelly Donovan

Boundtree |

|

Phone: | Fax:

|

Sales tax will be applied to customers who are not exempt.

Shipping charges will be prepaid and added to the invoice unless otherwise stated.

This quotation is valid until the quote expires or the manufacturer's price to Bound Tree Medical increases.

To place an order, please visit our website at www.boundtree.com, login and add to your shopping cart

or call (800) 533-0523

fax (800) 257-5713











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VIEW ORDER FORECAST

| | | | | | |
|--|---|------------------------|-----------------|---|-------------------------------------|
|  | <p>Gloves Exam Supreno EC Powder-Free Nitrile Latex-Free Lg 8.5-9 Violet Blue 50/Bx, 10 BX/CA 1392711 Microflex Inc — SEC-375-L</p> | <p>\$129.10</p> | <p>216 CA ▾</p> |  | <p>Total \$27,885.60</p> |
|  | <p>Gloves Exam Supreno EC PF Nitrile LF XL 9.5-10 Violet Blue 50/Bx, 10 BX/CA 1392714 Microflex Inc — SEC-375-XL</p> | <p>\$129.10</p> | <p>108 CA ▾</p> |  | <p>Total \$13,942.80</p> |
|  | <p>Gloves Exam Supreno EC PF Nitrile LF Sm 6.5-7 Violet Blue 50/Bx, 10 BX/CA 1392710 Microflex Inc — SEC-375-S</p> | <p>\$129.10</p> | <p>2 CA ▾</p> |  | <p>Total \$258.20</p> |
|  | <p>Gloves Exam Supreno EC PF Nitrile LF Md 7.5-8 Violet Blue 50/Bx, 10 BX/CA 1392708 Microflex Inc — SEC-375-M</p> | <p>\$129.10</p> | <p>32 CA ▾</p> |  | <p>Total \$4,131.20</p> |

Subtotal: \$46,217.80

On this order you saved: **\$21,050.40**

[SAVE TO A SHOPPING LIST](#) [CLEAR](#)

[RECALCULATE](#) [CHECKOUT](#)

PO #

Promotion Code

Order Comments/Special Instructions

Sales Tax and Shipping added during checkout.

Future order prices may vary on date of processing. Final order total may differ than that displayed due to variations in product availability, discounts, taxes, shipping, hazardous materials, small order charges, and/or handling charges. Products requested on future orders may not be available on date of processing. Do not request pre-book products on a future order. Not responsible for typographical errors. This sale is subject to our Terms and Conditions.



Out of stock

Out of stock

Some items are no longer available. Your cart has been updated.

| Description | Quantity |
|-------------|----------|
|-------------|----------|



Microflex - Blue Supreno EC Nitrile Powder-Free Disposable Gloves, Textured - BoxLarge

3580 → 200
Remove from cart

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- [Refund policy](#)
- [Privacy policy](#)
- [Terms of service](#)

Order summary

| Product image | Shopping cart Description | Quantity | Price |
|---------------|--|----------|-------------|
| | Microflex - Blue Supreno EC Nitrile Powder-Free Disposable Gloves, Textured - BoxLarge | 3580 | \$56,564.00 |

| Cost summary | | Price |
|----------------------|--|-------------------------|
| Description Subtotal | | \$56,564.00 |
| Shipping | | Calculated at next step |

Description Cost summary Price

Total USD **\$56,564.00**



Washoe County Local Emergency Planning Committee (LEPC)

Grants and Finance Committee

DRAFT of Minutes

May 19, 2022, 10:30 A.M.

Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ DETERMINATION OF QUORUM (Non-action item)

Chair Brian Taylor called the meeting to order at 10:30a.m. A quorum was established:

PRESENT: Andy Ancho – RFD; Brian Taylor – REMSA; Roy Anderson – WCSD; Nick Klaich - SFD; Shyanne Schull – WCRAS; Ryan Rizzuto - TMFPD; Zebulon Nomura – TMFPD; Jason Woodard – SPD; Kelly Echeverria – WCEM; and Andrea Esp – WCHD

ABSENT: Marc Bello – WCSO; Dale Carnes - RTAA; Tracy Moore – WCSD; Jon McNamara – RFD; Ian Dasmann – TMWA; Elizabeth Kunz – RPD; Jim Nelligan – NLTFPD; and Eric Millette – SFD.

Also present: Wade Carter - Legal; Francisco Ceballos - Secretary/Treasurer;

2. PUBLIC COMMENT –

Jason Woodard clarified that he is present and apologized for arriving a little late.

3. APPROVAL OF MARCH 17, 2022, GRANTS & FINANCE COMMITTEE MEETING MINUTES [FOR POSSIBLE ACTION] – Brian Taylor, Chair

Brian Tayler noted some changes needed to the minutes document from March 17th. He said Nick Klaich should be noted as representing Sparks Fire Department, not Truckee Meadows Fire. Aaron White was noted and should be changed to Aaron Wike. Brian also requested that the PIO from North Lake be changed to North Lake Tahoe Fire Protection District. He also asked that Wade Carner be changed to Carter.

It was moved by Brian Taylor, seconded by Kelly Echeverria to approve the minutes with the suggested changes.

There was no public comment.

The motion passed unanimously.

4. GRANT APPLICATION REVIEW AND APPROVAL [FOR POSSIBLE ACTION] – Prioritization and approval by the LEPC Grants and Finance Subcommittee on Hazardous Material Emergency Preparedness (HMEP) Mid Cycle, COVID and United We Stand (UWS) grant applications submissions from LEPC disciplines. Approved applications will be submitted to SERC. – Francisco Ceballos, LEPC Secretary\Treasurer

Francisco began with the Hazardous Material Emergency Preparedness (HMEP) Mid Cycle grant application which had a focus on COVID-19 related materials. The City of Reno Fire Department submitted an application for \$42,000, primarily for PPE to create multiple layers of protection against exposure to COVID. The funds would be for gloves which can be worn by firefighters during EMS calls.

Kelly Echeverria asked for clarification on what the grant is meant to be used for. Francisco explained that the requirements were relatively open as long as applicants are seeking materials which are related to COVID-19 protection. Francisco explained that he clarified with SERC on limitations for the grant and found that it was left open as long as it is related to COVID. Brian Taylor asked if the grant still needs to be related to hazardous materials as HMEP grants usually are. Francisco said that it can be for any PPE purposes for this grant related to Coronavirus. Kelly added that usually HMEP funds are meant to be used for training or exercise. Francisco said he can clarify with SERC again. Brian Taylor said historically the grant is not meant for equipment. Kelly asked for Francisco to send her the communication from SERC on the grant before voting.

Brian asked Wade for clarification on whether they can wait to vote on the first application while Kelly seeks more information on the HMEP grant. Wade said it would be best to wait on voting on any of the grants until they can all be voted on.

Francisco moved on to the United We Stand (UWS) grant which had two applicants: REMSA and Truckee Meadows Fire Protection District (TMFPD). Francisco began with REMSA's application for the UWS grant. The application was for \$29,800 to purchase 40 ballistic vests which cost \$745 each. Brian Taylor offered to present more on the application to the group. He explained that the application from REMSA was put in by the Safety Supervisor. He said that ballistic vests are important to protect responders, especially those who may be in the line of fire. Ballistic vests also have expiration dates and there are a number already in possession which are coming up on their expiration dates. He added that a greater number of vests are also needed. There were no questions from the committee members.

Francisco then moved on to the UWS application from Truckee Meadows Fire Protection District. He asked if Zebulon Nomura would like to present on the grant. Zeb explained that the application is for Cyanokits for the region which includes TMFPD, Reno Fire District, Sparks Fire District, as well as some hospitals. Regionally, many of the existing kits are starting to expire. Cyanokits are needed when there is smoke, fire or cyanide which can lead to exposure or poisoning. This needs to be administered as soon as possible to reduce cyanide in the system. The application was submitted with three different levels. The first would allow Cyanokits to be placed in each station within the region as well as hospitals. Plan B would mean placing kits in areas with longer response times in outer regions, as well as centrally located kits. Plan C would mean having enough kits to place on some response vehicles throughout the region. The application was for \$31,894.

Wade said that he noticed Shyanne Schull left the meeting and he needed to clarify that quorum is still met. Kelly Echeverria said Shyanne is her backup so quorum is still met.

Brian Taylor clarified with Zeb that the different plans he presented are based on the number of vests they are able to get. Zeb agreed. Brian Taylor asked how many vests are associated with each plan. Zeb Nomura said Plan A is for 29 kits, Plan B is for 14, Plan C is for 6 or 7. Brian asked if Francisco could quickly calculate how much money that would be for each plan. Brian also asked if the Cyanokits could be part of an OPTE grant if need be. Kelly Echeverria explained that OPTE is for Operations, Planning, Training, and Equipment. She added that LEPC has purchased Cyanokits in the past and suggested researching what grant those were previously purchased under. Kelly asked Francisco to look that information up in the database. Brian Taylor wanted to see if there was a way to get additional funding through another grant if all the kits can't be purchased through UWS. Andy Ancho confirmed that previous Cyanokits were purchased through UWS as well.

Brian opened the floor for discussion of the grants presented. Brian explained that he feels that ballistic vests and Cyanokits are equally important for the region. Jason Woodard asked if there was potential to open up the request for vests to other agencies as well. Brian explained that United We Stand is capped at \$30,000 and the committee can only discuss the applications already presented. Kelly Echeverria added that vests have been purchased for REMSA in the past. Brian affirmed that this is true and more recently REMSA also received ballistic helmets through LEPC as well. He clarified that it is to replace vests that are about to expire. Kelly asked how many vests REMSA is looking for. Brian clarified that this application is to purchase 40 vests even though more are needed. Brian said he is willing to cut the number requested to 20 if it allows TMFPD to receive funding as well. Zeb Nomura said the protection of first responders is really important. He added that the Cyanokits are one kit per patient so if the number is reduced, it reduces directly the number of people that can be treated. He added that in any one situation where people are exposed to smoke, Cyanokits may be needed and there are usually more than 29 people on scene which is the max number of kits requested in the application.

Ryan Rizzuto said he fully recognizes the need for ballistic vests, but from the TRIAD and Tox-Medic side of the conversation, there can easily be a situation where more than one Cyanokit is needed, especially in terms of smoke exposure. Hospitals also often do not have enough kits. Having Tox-Medics trained to use these kits would benefit the entire region instead of a single entity.

Andy Ancho asked for clarification on the expiration of ballistic vests. He asked when the vests expire and what part expires. Brian said he doesn't have an exact date for expiration, but it is close to when they would potentially receive new vests. The part that expires is the ballistic panels. Jason Woodard said the soft panels usually last five years and plates can last up to 15 years. Andy clarified then that REMSA has soft paneled vests. Brian agreed.

Kelly Echeverria asked if REMSA and TMFPD supplied two quotes in their applications. Zeb said that there is only one distributor who sells Cyanokits now. There is only one quote included in the TMFPD application for that reason. Brian said he was not aware that two quote were required for the application but that another quote can be procured. He said that the current quote has a quantity discount included because REMSA will be purchasing some on their own.

Kelly Echeverria asked Zeb if REMSA cut their proposal in half, if TMFPD would be able to still benefit from that amount of money and what that would look like. Zeb Nomura said that would place them within Plan B of their proposal. He would need to speak with Sparks and Reno on where they would like to place their kits. It would be a smaller distribution between the districts.

Brian Taylor asked Francisco for the calculation of half the Cyanokit proposal. Francisco said that for 15 Cyanokits it would cost \$15,924. For 20 ballistic vests it would cost \$14,900. He explained that the UWS grant is for \$32,000 and the proposals cut in half comes to \$30,824. Brian asked if one more Cyanokit could be added in to utilize the remainder in the fund. Francisco said that would come to \$31,886 with 16 Cyanokits and 20 vests. Brian Taylor confirmed with Zeb Nomura that they would be receiving 2 more kits than their Plan B proposal.

Andy Ancho asked whether the ballistic vests could fit under the OPTE grant. Brian said that they have been told before that they could not get the vests through OPTE. Francisco and Andy said that the vests likely can't be funded through OPTE because they are not connected to hazardous material. Brian suggested that Francisco look into whether the Cyanokits could be funded through OPTE as they may fit there.

It was moved by Brian Taylor, seconded by Zebulon Nomura to approve that Regional Emergency Medical Services Authority (REMSA) receive funding to purchase 20 ballistic vests and Truckee Meadows Fire Protection District (TMFPD) receive funding to purchase 16 Cyanokits through the United We Stand (UWS) grant.

There was no public comment.

The motion passed unanimously.

Brian Taylor directed the discussion back to the HMEP Mid Cycle grant and asked Kelly Echeverria to share her findings. Francisco went to check her office to ask her back to the meeting. Andy Ancho read an email from Tammy Beauregard stating that the fund could be used for, "masks, gloves, and sanitizers". Brian Taylor said that it sounds like the application from the City of Reno Fire Department is admissible therefore. Francisco clarified that Kelly had to leave and was trying to call into the meeting to speak. He clarified that they still have quorum. Kelly joined the call and agreed with Andy's findings that RFD is within the bounds of the grant.

It was moved by Kelly Echeverria, seconded by Andy Ancho to approve the City of Reno Fire Department application for HMEP Mid Cycle funding.

There was no public comment.

The motion passed unanimously.

5. REVIEW OF CURRENT LEPC GRANTS AND FINANCES – Status of active grants and acceptance of awards – Francisco Ceballos, LEPC Secretary\Treasurer

Francisco said that for the FY 22 HMEP Mid Cycle grant, the backfill for Reno Fire Department has gone through both the Board of County Commissioners and Reno City Council. Francisco said he would continue to work to get this grant completed.

The FY22 OPTE grant is currently at \$17,204 which expires at the end of June. This is for operations and equipment. The Toxic Vapor Analyzers still need to be purchased.

For FY22 UWS, the funding for ballistic helmets for REMSA has been spent and they should be receiving a payment voucher soon. The lasers for Washoe County Sheriff's Office have been purchased as well. There is \$15,226 left in the fund. Francisco spoke with Zeb recently about the ballistic plates for TMFPD; the claim for that purchase can be completed soon as well. The UWS funds are almost all spent down.

The FY20 HSGP COOP are almost all spent with \$779.69 left. The FY20 HSGP Program Assistant grant has \$28,225.09 left. Once the FY20 grants are complete, they will move on to the FY21 grants.

The FY23 UWS grant was approved earlier in the meeting.

The FY23 OPTE grant was approved by the state and will continue to the Board of County Commissioners.

Brian Taylor asked if Francisco could reach out to SERC to see if more Cyanokits could be purchased with other grants such as HMEP or OPTE. Francisco clarified that this would be to use leftover funds already received but not awarded to an applicant yet. Kelly Echeverria suggested that it would be best to keep the same materials under the same grant. Brian clarified that he just wanted to make sure that everyone is getting as much out of the funding as possible.

6. COMMITTEE MEMBER AND STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS. No discussion among Committee members will take place on this item.

There was no comment on this item.

7. PUBLIC COMMENT –

There was no public comment.

8. Brian Taylor adjourned meeting at 11:23am.

GRANT APPLICATION CHECK SHEET

A COMPLETE APPLICATION MUST INCLUDE THE FOLLOWING

- Title Page
- Goals of this grant
- Objectives of this grant
- Line Item Budget
- Budget Narrative
- Certified Assurances
- LEPC Compliance Certification (signed by Chair)
- Electronic version e-mailed to serc@dps.state.nv.us

To be submitted prior to preparation of the grant award:

- Copy of the LEPC meeting minutes approving submittal of grant application (minutes are submitted separately through normal minutes' submission process)

RETURN THIS FORM WITH GRANT APPLICATION

Tami Beauregard

From: Jon M. Bakkedahl
Sent: Tuesday, June 21, 2022 8:58 AM
To: Tami Beauregard
Cc: Richard Brennar; Dennis Nolan
Subject: RE: PPE for Washoe County

Hi Tami,

Yes, Washoe County OEM confirmed they don't have any gloves, and ours were all moved to LV. I agree we should have them apply for SERC HMEP funds for PPE.

V/R; Jon

From: Tami Beauregard <tbeauregard@dps.state.nv.us>
Sent: Tuesday, June 21, 2022 8:10 AM
To: Jon M. Bakkedahl <j.bakkedahl@dem.nv.gov>
Cc: Richard Brennar <hazmat24reddog43@gmail.com>; Dennis Nolan <dnolan@tmcc.edu>
Subject: RE: PPE for Washoe County
Importance: High

Good Morning,

I wanted to check in and see if there would be any harm in letting the Funding Committee review/approve the HMEP application from Washoe County for the gloves?

Right now, the SERC still needs to spend over \$400,000 in its USDOT/HMEP grant and the \$42,000 would help lower the balance.

Having such a high balance in the third year is not good for the SERC and may jeopardize the amount of funds we are given in the future.

USDOT/HMEP has authorized the spending of the funds on COVID PPE.

Let me know your thoughts.

Thanks,



Nevada Department of
Public Safety
State Fire Marshal

Tami Beauregard | Management Analyst II
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