

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

**RECEIVED**  
OCT 10 2022  
NEVADA  
SERC

**Applicant:** Pershing County LEPC  
**Address:** PO Drawer E Lovelock, NV 89419

**Local Emergency Planning Committee (LEPC) Chair:**

**Name:** Sean Burke **Title:** Director, Emergency Mgmt  
**Address:** PO Drawer E **City/Zip:** Lovelock, NV 89419  
**Phone:** 703-999-3901 **Fax:**  
**E-mail:** sburke@pershingcountynv.gov

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

**Name:** Rene Childs **Title:** Recorder / Auditor  
**Address:** PO Box 736 **City/Zip:** Lovelock, NV 89419  
**Phone:** 775-273-2408 **Fax:**  
**E-mail:** rchilds@pershingcountynv.gov


**Budget Summary:**

Planning	Training	Total*
\$	\$10,842.50	\$10,843.00

*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.

  
\_\_\_\_\_  
Signature of LEPC Chair

10/5/22  
\_\_\_\_\_  
Date

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

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

  
\_\_\_\_\_  
Signature of Governing Body

10/5/2022  
\_\_\_\_\_  
Date

Larry Rackley, County Commissioner  
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

**The goal for this grant is to provide training to all Pershing County volunteer fire departments in order to improve their ability to respond to propane emergencies. Propane is the most prevalent heating source in this rural county and major source of HAZMAT for our fire departments.**

**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

**What: Fund training by Responder Training, a specialized training organization, to provide "Propane Response – 101 to Advanced Tactics."**  
**Who: The Pershing County Emergency Manager, Sean Burke, will arrange the training schedule, payment and all necessary logistics to provide this training to all four Pershing County volunteer fire departments.**  
**When: This training will be conducted in the first or second quarter of calendar year 2023, pending weather and scheduling availability of the trainer and firefighters. The training unit must be transported from the Mid-West, so permissive weather enabling safe road transport is a must. The precise schedule will be locked down if / when the grant is approved.**  
**Per the SERC notification of this mid-cycle opportunity, this specific training has been approved previously and is on the "authorized list," as it is proprietary and "one of a kind" training.**

### 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	Responder Training	
	Propane Response - 101 to Advanced Tactics	\$10,342.50
	Propane delivery for training prop	\$500.00
Total Contract Training:		\$10,842.50

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
Parking	Cost of Airline Ticket	# of Tickets		\$0.00
	Cost per Day	# of Days	# of Vehicles	\$0.00
Total Course / Conference Costs:				\$0.00
Total Training Costs:				\$10,842.50

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

**None.**

##### **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

**Propane Response – 101 to Advanced Tactics consists of 4 hours of classroom for up to 25 students to include discussions of propane properties, venting, flaring, water injection, vehicle orientation, plumbing / piping, valving, weight issues, pressure management, transport options, pressure gauge verification, liquid volume and temperature control. Then, using the company's one-of-a-kind mobile full flow, full pressure training props, students will participate in up to 4 hours of practical evolutions. Since propane is the predominant heating type in this rural county, and there are several propane delivery companies that employ over-the-road delivery trucks and also have fixed facilities, this training will be instrumental in building the necessary knowledge and skills to safely respond to a major potential HAZMAT threat in Peshing County.**

- 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): Larry Rackley

Title: County Commissioner

  
Signature:

10/5/2022  
Date

**LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN**

Name (print): Sean Burke

Title: LEPC Chair / Emergency Mgr

  
Signature:

10/5/22  
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 Jan 22 | Submitted: 13 Jan 22 |
| Membership list reviewed/updated - | Date: 12 Jan 22 | Submitted: 13 Jan 22 |
- 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 31<sup>st</sup>?
- |  |                 |                      |
|--|-----------------|----------------------|
| Plan update -                            | Date: 12 Jan 22 | Submitted: 13 Jan 22 |
| NRT - 1 update -                         | Date: 12 Jan 22 | Submitted: 13 Jan 22 |
| Level of Response Questionnaire update - | Date: 12 Jan 22 | Submitted: 13 Jan 22 |
| Letter of Promulgation update -          | Date: 12 Jan 22 | Submitted: 13 Jan 22 |
- 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 31<sup>st</sup>?
- |  |           |                      |
|--|-----------|----------------------|
| Indicate the date of the most recent exercise:                       | 24 Oct 20 | Submitted: 24 Jan 21 |
| Indicate the date of an incident report used in lieu of an exercise: | 06 Nov 21 | Submitted: 13 Jan 22 |
- 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: 6 Jan 22      Affidavit Submitted: 13 Jan 22

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

all information provided on this Compliance Certification is accurate

Sym Bark  
LEPC Chair Signature

10/5/22  
Date

**RETURN THIS SIGNED FORM WITH GRANT APPLICATION**

**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: **Pershing County LEPC**

Street Address: **PO Drawer E**

City / Zip Code: **Lovelock, NV 89419**

**Section B – Point of Contact**

First Name: **Sean**

Last Name: **Burke**

Phone: **703-999-3901**

E-Mail: **sburke@pershingcountynv.gov**

Position: **LEPC Chair / Emergency Mgr**

**Section C – Grant Activity Request Information**

Amount: **10,852.50**

Activity: **Training**  
(Planning or Training)

**Section D – Activity Description**

Number of Participates: **25**

(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 goal for this grant is to provide training to all Pershing County volunteer fire departments in order to improve their ability to respond to propane emergencies. Propane is the most prevalent heating source in this rural county and major source of HAZMAT for our fire departments.**

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.*

**Propane Response – 101 to Advanced Tactics consists of 4 hours of classroom for up to 25 students to include discussions of propane properties, venting, flaring, water injection, vehicle orientation, plumbing / piping, valving, weight issues, pressure management, transport options, pressure gauge verification, liquid volume and temperature control. Then, using the company's one-of-a-kind mobile full flow, full pressure training props, students will participate in up to 4 hours of practical evolutions. Since propane is the predominant heating type in this rural county, and there are several propane delivery companies that employ over-the-road delivery trucks and also have fixed facilities, this training will be instrumental in building the necessary knowledge and skills to safely respond to a major potential HAZMAT threat in Pershing County.**

**What: Fund training by Responder Training, a specialized training organization, to provide "Propane Response – 101 to Advanced Tactics."**

**Who: The Pershing County Emergency Manager, Sean Burke, will arrange the training schedule, payment and all necessary logistics to provide this training to all four Pershing County volunteer fire departments.**

**When: This training will be conducted in the first or second quarter of calendar year 2023, pending weather and scheduling availability of the trainer and firefighters. The training unit must be transported from the Mid-West, so permissive weather enabling safe road transport is a must. The precise schedule will be locked down if / when the grant is approved. Per the SERC notification of this mid-cycle opportunity, this specific training has been approved previously and is on the "authorized list," as it is proprietary and "one of a kind" training.**

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

**No.**



Responder Training Enterprises, LLC  
 P O Box 182, 712 North Main  
 Shirley, IN 47384 US  
 (765) 524-4848  
 respondertraining.rdh@gmail.com  
 www.respondertraining.com



## Quote

### ADDRESS

Sean Burke  
 Pershing County Emergency  
 Management  
 5505 Katrena Dr.  
 Winnemucca, NV 89445

### SHIP TO

Sean Burke  
 Pershing County Emergency  
 Management  
 5505 Katrena Dr.  
 Winnemucca, NV 89445

QUOTE # 1505

DATE 08/29/2022

EXPIRATION DATE 07/31/2023

### SHIP VIA

Course delivery

ACTIVITY	QTY	RATE	AMOUNT
<b>Sales:Propane Response - 101 to Advanced Tactics</b> The "Propane Response - 101 to Advanced Tactics" class consists of 4 hours of classroom instruction using on screen presentations, display props and product demonstrations for up to 25 students. Topics of discussion include: propane properties, when to and when not to use normal tactics including rolling a tank to change what's venting from it, flaring liquid and vapor, water injection, vehicle orientation, plumbing/piping systems, assortment of tank options/attachment points, valving, weight issues, pressure management, transportation options, pressure gauge verification, liquid volume and temperature control and more. Then using our "ONE OF A KIND" mobile full flow full, pressure training prop students will participate in up to 4 hours of practical evolutions building on what was learned in the classroom by utilizing FLARING on an assortment of tanks or cylinders (we provide) including our one-of-a-kind mobile prop. The students will see first-hand the limitations caused by system restrictions that limit flow, the importance of managing product levels and how temperature and pressure information is applied. Flaring liquid and vapor enforces the learning process and also demonstrates the need for	1	3,500.00	3,500.00

ACTIVITY	QTY	RATE	AMOUNT
additional product management options such as flaring and water injection.			
<b>Course Support:Propane</b> 200 gallons of Propane provided by the host department 1 hour before the start of class. They will fill a forklift cylinder. put 10 gallons in a 100 pound tank and the rest in my prop.	1	0.00	0.00
<b>Shipping:Transportation of course materials</b> Costs associated with transporting and or shipping course materials including tanks, props and practical exercise equipment. Covers all travel costs.	3,910	1.75	8,842.50
	<b>SUBTOTAL</b>		10,342.50
	<b>TAX</b>		0.00
	<b>TOTAL</b>		<b>USD 10,342.50</b>

Accepted By

Accepted Date

**DRAFT MINUTES -**

THE PERSHING COUNTY LOCAL EMERGENCY PLANNING COMMITTEE AND PERSHING COUNTY EMERGENCY MANAGEMENT COMMITTEE MET IN A QUARTERLY SESSION ON OCTOBER 5, 2022, AT THE PERSHING COUNTY COURT HOUSE, ROUND ROOM AT 3:00 P.M.

PRESENT:

Sean Burke, Chairman, Civil Defense  
Jerry Allen, Law Enforcement  
Rodney Wilcox, Fire  
Rich Wagner, EPCRA  
Marti Nolan, First Aid (via zoom)  
Debra Reid, Broadcast/Media (via zoom)

Larry Rackley, Elected Local  
Lorin Bianchi, Hospital  
Dan Murphy, School District  
Mike Mancebo, LPD (via zoom)  
David Skelton, Elec State Alternate (via zoom)  
Cheryl Haas, Health Nurse (via zoom)

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SERC

PUBLIC PRESENT: Justin Abbott, PC IT

PUBLIC PRESENT:(via zoom) Emily Gould, NV  
DPBH, Sheri Brueggemann, SERC

Meeting was called to order at 3:05 pm by Chair, Sean Burke - A quorum of twelve (12) voting members were present. Pledge of Allegiance.

Public Input: None

**Minutes:** After discussion, Rodney Wilcox made a motion to approve the minutes as corrected from 7/6/2022. Lorin Bianchi seconded the motion. Motion passed.

**Grant Status:** Sean Burke gave member handouts for his power point presentation on existing and new grants. (*Handouts for the grants and training schedule were also emailed to members prior to the meeting*) Existing grants EMPG, SERC OPTE, SERC UWS.

*\*After discussion Lorin Bianchi made a motion to approve the submission of the FFY 2022 HMEP Mid-Cycle grant. Dan Murphy seconded the motion. Motion passed.*

New EM grants SERC HAZMAT, USFS(CWDG), FEMA: Funding amounts, equipment and or services regarding the new grants were discussed.

**Training/exercise schedule:** A copy of the after-action report for the Hazmat exercise held on September 10, 2022, and the proposed 2023 and 2024 training schedule was given to members for any discussion or questions. Members were asked to review and provide any feedback within the next week or two.

**FLU POD:** The flu pod is this Friday, October 7<sup>th</sup> from 3 to 7 PM at the Community Center. Same set up as last year.

**EOC Status:** Dave Skelton reported that they are still working on getting a few items such as TV antennas, TV, phone lines and 800 radios installed.

**Board Discussion:** Updating the Alert Sense system was discussed. Administrators need to login and update current contact information. It was agreed to have this be standing item on January Agendas.

Legal counsel comments: None

Public Input: Sheri with the State thanked Sean for his participation at the last workshop. She reminded members that this is part of grant requirements. An Active Shooter Advance training is scheduled for November 7-9, 2022. For information on other upcoming trainings contact Lori the Training officer.

Quarterly meeting is scheduled for January 4, 2023, 3PM, Courthouse Round Room.  
Meeting was adjourned at 4:05 pm.

# GRANT ACTIVITY

PERSHING COUNTY EMERGENCY MANAGEMENT

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- **EMPG**
  - EM salary, EOC, AlertSense, SAT phones, EOP revision
  - FFY 2020 - \$12,500 (Closed Out)
  - FFY 2021 - \$24,160 (Finalizing)
  - FFY 2022 - \$24,000 (Pending Approval)
- **SERC OPTE - \$28,990**
  - \$24,990 expended (3 x SCBAs)
  - \$4,000 for admin costs remains
- **SERC UWS - \$29,588**
  - Pends radio purchase for PCSO

## **EXISTING EM GRANTS**

As of 5 Oct 2022

1. **SERC HAZMAT Emergency Preparedness (HMEP)**  
\$10,843
  - a) Requesting **LEPC approval** for SERC submission
  - b) Propane hazard trainer for Pershing VFDs
  - c) Dates of execution TBD
2. **USFS Community Wildfire Defense Grant (CWDG)**  
\$20,000
  - a. Development of Community Wildfire Protection Plan
  - b. Pershing likely a high priority
  - c. 1 year for plan, opens additional funding for remediation
3. **FEMA Building Resilient Infrastructure & Communities (BRIC) Grant**
  - a. Linked directly to Hazard Mitigation Plan (completed Tri-County Plan in 2021)
    - i. Our priorities include drought, earthquake, wildfire, flood
  - b. \$2.3B available nationally, \$2M guaranteed for NV
  - c. "Scoping" grant funds to refine HMP projects

## NEW EM GRANTS

Proposed for 2022 / 23 and beyond

# GRANT APPLICATION CHECK SHEET

LEPC: Pershing County LEPC

Grant: Mid-Cycle HMEP

*Approval needed from HMEP*

- Received by Due Date
- Title Page – math is accurate / signed
- Goals completed
- Objectives completed
- Budgets
- N/A* If Travel – GSA rates included
- If Training – brochure included
- If Equipment – quotes included
- N/A* If Radios – communications questionnaire included
- N/A* Operations – is Clerical requested (check Budget Narrative)
- Budget Narrative(s) completed
- Certified Assurances signed
- LEPC Compliance Certification completed and signed
- If HMEP – Activity Request Form completed
- LEPC meeting minutes approving submittal of grant application

*\*in compliance*

*Total 80% @ \$10,843.00*  
*20% @ \$1,674.40*  
*\$2,168.60*

*there are enough funds need for this grant*

*quote for \$500 prop delivery*

Reviewed by: \_\_\_\_\_

Comments: need quote for \$500 for pop delivery,  
need ~~question~~ on certified Assurances -