

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

**Applicant:** Douglas County Emergency Management

**Address:** PO Box 218 Minden 89423

**RECEIVED**

MAY 30 2023

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

**Name:** Tod Carlini

**Title:** Chief

NEVADA  
SERC

**Address:** 1694 County Road

**City/Zip:** Minden 89423

**Phone:** 775-782-9040

**Fax:** 775-782-9043

**E-mail:** tcarlini@eastforkfire.org

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

**Name:** Kathy Lewis

**Title:** Director of Finance

**Address:** 1694 County Road

**City/Zip:** Minden 89423

**Phone:** 775-782-9040

**Fax:** 775-782-9043

**E-mail:** kmlewis@eastforkfire.org

**Budget Summary:**

Planning	Training	Total*
\$	\$14,563	\$14,563.00

14,372

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

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

Date

Patrick Cates, County 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*

**Douglas County LEPC would like to support emergency preparedness and response efforts in the County by improving the knowledge of our members. Effectively develop, improve and administer the County Emergency Management program through training.**

## **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*

**Douglas County Emergency Management will send up to 11 members of LEPC to the 2023 Continuing Challenge HazMat Emergency Response Workshop. LEPC seeks to increase the effectiveness of hazardous materials response and preparedness efforts while reducing risks associated with hazmat.**

### 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		
	\$675.00 680	11		7,150 \$7,425.00
Hotel	Cost per Night	# of Nights	# of Rooms	
	\$111.17	3	11	\$3,668.61
Per Diem	Cost per Day	# of Days	# of Attendees	
	\$52.00	3	11	\$1,716.00
Transportation	# of Miles (Round Trip) Agency Vehicle	# of Vehicles		
	255	0.6250 635	11	1,837.28 \$1,753.13
	# of Miles (Round Trip) Personal Vehicle	# of Vehicles		
		0.3125		\$0.00
	Public Transportation	Total \$ Amount		
				\$0.00
Parking	Cost of Airline Ticket	# of Tickets		
				\$0.00
Parking	Cost per Day	# of Days	# of Vehicles	
				\$0.00
Total Course / Conference Costs:				\$14,562.74
Total Training Costs:				\$14,562.74

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

**No planning funds are being requested.**

##### **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

**This conference will enable our members to stay up-to-date with the latest, taught by industry leaders, in order to increase proficiency, safety and knowledge. Training will assist in Douglas County LEPC effectively administering the Douglas County Emergency Management program to the community.**

## CERTIFIED ASSURANCES For LEPCs

**Grant Title: HMEP Grant 2023**

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:

<b>October 31</b>	- for reporting period July 1 to September 30;
<b>January 31</b>	- for reporting period October 1 to December 31;
<b>April 30</b>	- for reporting period January 1 to March 31; and
<b>July 31</b>	- 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 **45 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 31<sup>st</sup> 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 45 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 the below in any programs and activities receiving federal financial assistance:

*Title VI of the Civil Rights Act of 1964*, which prohibits discrimination on the basis of race, color and national.

*49 CFR 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964.*

*Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990*, which prohibits discrimination based on disability.

*The Age Discrimination Act of 1975*, which prohibits unreasonable discrimination based on age.

*Title IX of the Education Amendments of 1972*, which prohibits discrimination based on gender in educational activities.

- 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): Patrick Gates

Title: County Manager

Signature: 

Date

5/25/23

**LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN**

Name (print): Todd F. Carlini

Title: Douglas County Emergency Manager

Signature: 

Date

5/23

**RETURN THIS SIGNED FORM WITH GRANT APPLICATION**

## LEPC COMPLIANCE CERTIFICATION

The following must be met by the Local Emergency Planning Committees (LEPCs) as requirements for compliance with federal and State laws and regulations and SERC 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: December 01, 2022 Submitted: January 25, 2023

Membership list reviewed/updated - Date: December 01, 2022 Submitted: January 25, 2023

- ☒ 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/or updated its hazardous materials emergency plan (or haz-mat portion of the jurisdiction's "all hazards" plan) within the last year? Have Plan 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? (Detailed LEPC meeting minutes may be submitted in lieu of written review results.)

Review/update - Date: December 01, 2022 Submitted: January 25, 2023

- ☒ Has the LEPC conducted and reported on at least one incident or exercise, tabletop or full scale, of its hazardous materials emergency response plan within the last year?


Indicate the date of the most recent exercise: May 12, 2022 Reported: January 25, 2023

- ☒ 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: December 31, 2022 & January 7, 2023 Affidavit Submitted: December 23, 2022

As chairman of the Douglas County Local Emergency Planning  
County Name

Committee, I attest all information provided on this compliance certification is accurate.

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

Date:

1/24/23

**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: **Douglas County Emergency Management**  
Street Address: **PO Box 218**  
City / Zip Code: **Minden, NV 89423**

**Section B – Point of Contact**

First Name: **Amy**  
Last Name: **Ray**  
Phone: **775-782-9040**  
E-Mail: **aray@eastforkfire.org**  
Position: **Deputy Fire Chief**

**Section C – Grant Activity Request Information**

Amount: **\$14,563**  
Activity: **Continuing Challenge Conference Training for 11 LEPC  
members**

(Planning or Training)

**Section D – Activity Description**

Number of Participates: **11**

(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.*

**Our goal is to have 11 LEPC partners attend the 2023 Continuing Challenge HazMat Emergency Response Workshop. LEPC seeks to increase the effectiveness of hazardous materials response and preparedness efforts while**

reducing risks associated with hazmat.

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.*

**Douglas County LEPC would like to support emergency preparedness and response efforts in the County by improving the knowledge of our members Effectively develop, improve and administer the County Emergency Management program through training.**

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

No

## **STATE EMERGENCY RESPONSE COMMISSION (SERC)**

### **Hazardous Materials Emergency Preparedness (HMEP)**

#### **Application Kit – 2023**

##### **For Local Emergency Planning Committees**

This grant is to provide for Planning and Training to prevent, mitigate and respond to hazardous materials incidents. Application and award of grants from the HMEP funds are managed pursuant to SERC policy 8.2 and 8.5. SERC policies may be reviewed at <http://serc.nv.gov>.

LEPCs are eligible for funding through this grant if they are in compliance with the Emergency Planning and Community Right-to-Know Act (EPCRA), Nevada Administrative Code (NAC), and SERC policies. Eligibility requirements can be found in SERC policies 8.1, 8.2 and 8.3.

The source of funding is derived from a federal grant from the U.S. Department of Transportation (USDOT) with a focus of preparation and response for incidents involving transportation of hazardous materials. Funds must be accounted for separate from all other grants. The Assistance Listing Number (ALN) for this grant is 20.703, (previously CFDA).

Complete all forms and provide information in the format as outlined. All the applicable sections of the template must be completed. Minor adaptations to the template may be made keeping the requirements and the purpose of the sections intact. Applications for funding must relate to the prevention of mitigation of, and/or response to hazardous materials incidents involving transportation.

Funds may only be used for expenditures incurred during the grant period specified on the sub-grant award. The federal grant expires September 30 each year through 2025. Any unexpended funds at the end of the grant period may be de-obligated.

Grant applications may need to be approved by the USDOT prior to preparation of a grant award. This process may take some time, please consider the timing of the project request when submitting applications. Please submit grant applications as soon as possible so we can start the federal approval process.

Grant funds are distributed on a reimbursement's basis. However, the LEPC may request advance funding for expenses over \$2,000 (SERC policy 8.5).

The application format is as follows:

- I. **Goals** – Identify what the LEPC would like to accomplish with the requested grant funds to prevent, mitigate and/or respond to hazardous materials incidents involving transportation. Provide detailed proposed training needs.
- II. **Objectives** – Identify the specific approaches to achieve the goals through prevention of, mitigation of and/or response to hazardous materials incidents involving transportation. Objectives need to be specific and measurable.
- III. **Line Item Budgets** – List each item as a line item on the budget page. The amount of remaining grant funds is the maximum amount that may be requested. Please contact SERC staff for the current available amounts in the planning and training categories.
- IV. **Budget Narrative** – Explain each item listed in the line item budget.

  
HMEP Expenditures  
Guide.pdf

Examples of eligible and ineligible expenses can be found in

**After completing the application and the Activity Request form completely, a PDF version e-mailed to the SERC is preferred with any additional pages included e.g., quotes, letter of denial, etc. or you may submit the entire application package with all attachments by mail.**

**If you submit electronically and do not receive confirmation electronically within 24 hours on business days, please follow-up with the SERC.**

Please call SERC staff at (775) 684-7511 if you need assistance.

**Submit applications to:**

State Emergency Response Commission  
107 Jacobsen Way  
Carson City, NV 89711

Please be prepared to make a presentation of your grant application to the Funding Committee or full SERC Commission. The date and location of the meetings will be announced.



## STUDENT REGISTRATION FOR 2023 WILL NOT OPEN UNTIL ABOUT THE MIDDLE OF JUNE 2023.

Here are the dates for our 34 Annual Workshop in 2023

Workshop Dates: September 5 – 8, 2023

Exhibitor Dates: September 6 – 7, 2023

We look forward to seeing you then.

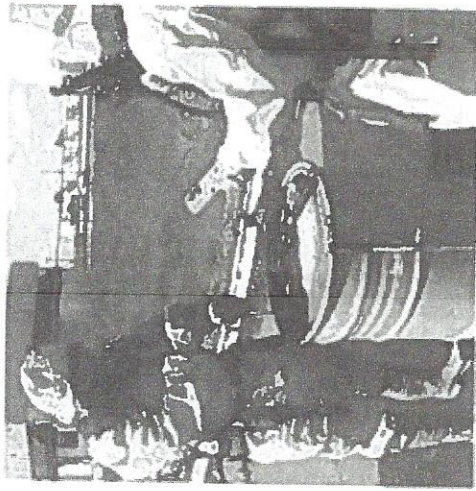
## STUDENT REGISTRATION FOR 2023 WILL NOT OPEN UNTIL ABOUT THE MIDDLE OF JUNE 2023.

We are working hard trying to get everything up and running.

We Apologize For The Inconvenience

Student registration is \$650.00, for early bird registration until August 15,  
then the fee increases to \$750.00 for late registration.

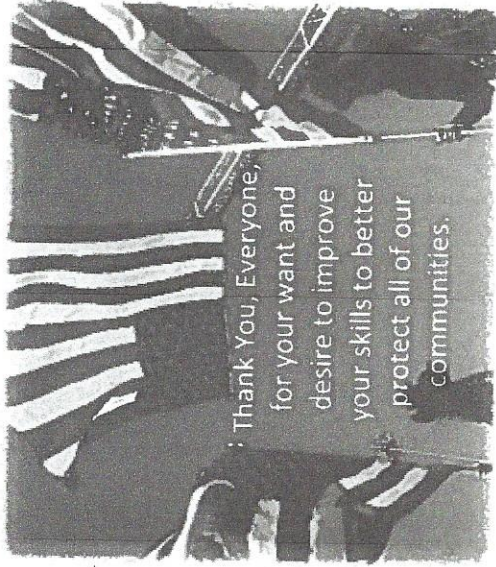
Exhibitor Registration is \$1,400.00 for early bird registration until July 1,  
then the fee increases to \$1,600.00 for late registration



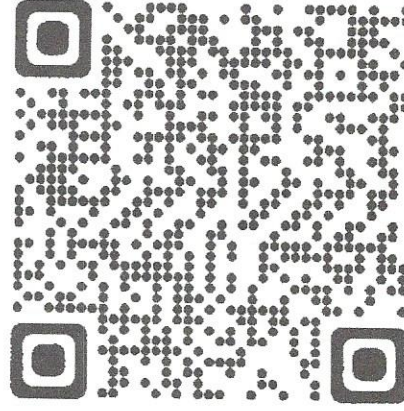
## CONTINUING CHALLENGE AWARDS

Please help us honor deserving HazMat responders by submitting a nomination. Details and forms are on our website at [www.hazmat.org](http://www.hazmat.org), under the **about us** tab.

Questions? Call 916-433-1688



This QR Code will take you to our home page.



Continuing Challenge Hazardous  
Materials Committee  
916-443-1688  
[www.hazmat.org](http://www.hazmat.org)



## The Continuing Challenge: Save the Date !

September 5-8, 2023

Exhibitor Dates

September 6-7, 2023

Sacramento, CA

## The 34<sup>th</sup> Annual

**CONTINUING CHALLENGE**  
HazMat Emergency Response  
Workshop

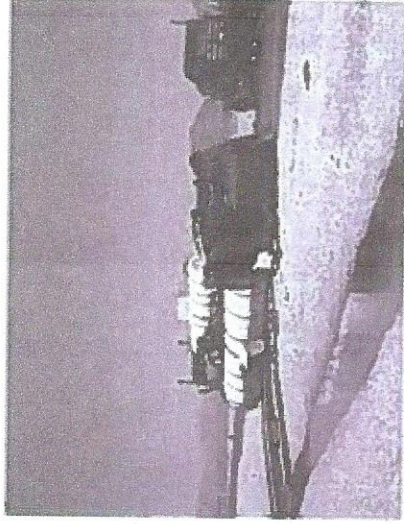
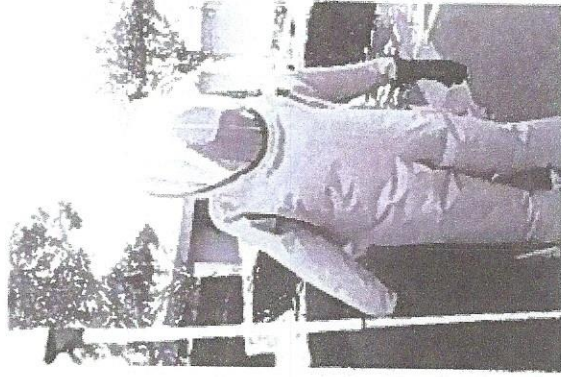
## OUR MISSION

Our mission is to provide safe response training for all emergency responders to hazardous materials incidents affecting public health and the environment.

### Hands on Training



Talk to experts about the most up to date equipment.



2015 Contest Winner, Larry Banks



2018 Contest Winner,  
Roger Castillo

Workshop will be held at the Doubletree by Hilton Sacramento Reserve your hotel room now by going to [www.hazmat.org](http://www.hazmat.org) and under the workshop tab go down to lodging. The DoubleTree by Hilton Sacramento is our host hotel located at:

2001 Point West Way  
Sacramento, CA 95815  
916-929-8855

Promotional Code: HAZ

CDTHAZ

Other area hotel information is available on our website.

## Student Registration opens

June 1, 2023

## Photo Contest

This contest is intended to be a fun and stimulating event with a light touch of competition designed for non-professional photographers to allow the broadest possible participation by attendees of the workshop.





U.S. General Services Administration

## FY 2023 Per Diem Rates for ZIP 95815

Meals &amp; Incidentals (M&amp;IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Sacramento	Sacramento	\$69	\$16	\$17	\$31	\$5	\$51.75

Estimate  
Day 1 \$51.75  
Day 2 \$69  
Less \$17 Lunch  
Day 3 \$51.75  

---

\$155.50 Each

Google

east fork fire to 2001 point west way sacramento

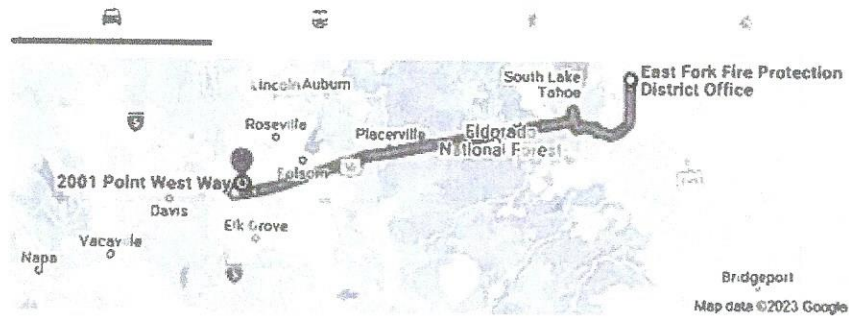
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Maps images News Videos Shopping Books Flights Finance

About 21,000,000 results (0.71 seconds)

East Fork Fire Protection District Office, 1694 County Rd, Minden, NV 89423

2001 Point W Way, Sacramento, CA 95815



2 hr 34 min (127.7 mi) via US-50 W/EI Dorado Fwy

0 \*

127.70+

127.70+

255.40\*

Round trip

Google

Tahoe Douglas Fire station 21 to 2001 Point West Way Sacramento

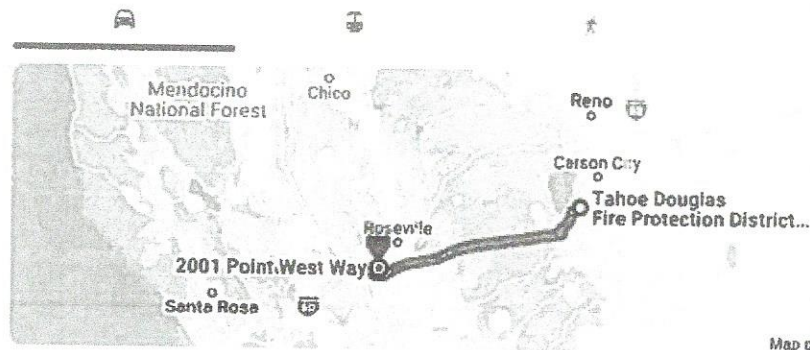


AI Maps Shopping Images News More

Tools

About 354 000 results (1.07 seconds)

- Tahoe Douglas Fire Protection District Station 21, 702 Kingsbury Grade Rd, Stateline, NV
- 2001 Point W Way, Sacramento, CA 95815



Map data ©2022 Google

2 hr 10 min (110.1 mi) via US 50 W/El Dorado Fwy

Directions

[Join](#) [Sign In](#)**DoubleTree by Hilton Hotel Sacramento**[Edit stay](#)

Tue, Sep 5 – Fri, Sep 8, 2023

1 room for 1 adult

**Payment and Guest Details****Step 3 of 3****Total for stay****\$333.50**[Hide price details](#)

Price in \$USD

1 King Bed Arden Wing Close to Lobby

Hazmat 2023

05 Sep 2023

\$96.00

06 Sep 2023

0.00

\$96.00

07 Sep 2023

\$96.00

**Total room charge**

333.50

**\$288.00**

3.00

12.00 % per room, per night

111.17

2.50 % per room, per night

1.00 % per room, per night

0.00

0.30 % per room, per night

**Total taxes****\$45.50****Total for stay: \$333.50**

All fields are required unless marked optional.

**Payment****Card number****Month****Year****Guest information**



# FY 2023 Per Diem Rates for ZIP 95815

Max lodging by month (excluding taxes.)

Primary Destination	County	2022 Oct	Nov	Dec	2023 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Sacramento	Sacramento	\$145	\$145	\$145	\$145	\$145	\$145	\$145	\$145	\$145	\$145	\$145	\$145



# Douglas County Emergency Management

*Administered Under Inter Local Agreement by The  
East Fork Fire Protection District*

1694 County Road  
Minden, Nevada 89423  
(775) 782-9040 FAX (775) 782-9043

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## Draft Minutes Local Emergency Planning Committee

**Date and Time:** March 1, 2023 (9:00 AM)

**Location:** GoToMeeting

**Attendees:** Tod Carlini, EFFPD-Member  
Amy Ray, EFFPD-Member  
Cari Rioux, Quad County Public Health Preparedness-Member  
Chris Lucas, Tahoe Douglas Fire Protection District-Member  
Mike Courouleau, Bently/Baker Hughes-Member  
Kurt Hildebrand, The Record Courier-Member  
Paula Peterson, South Tahoe Now-Alternate Member  
Will Lynch, DCSO-Member  
Bob Colescott, Harrah's/Harvey's-Member  
Joe Anderson, Harrah's/Harvey's-Alternate Member  
Holly Megee, EFFPD Clerk  
Greg Reed, GRGID-Member  
Lisa Christensen, Washoe Tribe-Alternate Member  
Shawnyne Garren, Douglas County Recorder-Member  
Chris Smallcomb, National Weather Service  
Elaine Pace, EFFPD-Alternate Member  
Rand Perry, Acrovoc Industries-Member  
Nonie McCandless-Alternate Member

### Initial Meeting Business

#### Call meeting to order

The meeting was called to order at 9:00 AM.  
Tod Carlini stated he decided to hold the meeting virtually due to the weather.

#### Introduction of Members and Guests

Introductions occurred of all individuals present.

#### Confirmation of Quorum

A quorum of members was present.

#### Administrative Agenda

The Administrative Calendar will be handled as follows:

- I. The Committee Chair will read the agenda title into the public record.

2. Staff will introduce the item and provide a report, if any.
3. The applicant, if any, will have an opportunity to address the Committee.
4. The Committee will then discuss the item.
5. The Committee will then ask any follow-up questions and take action.

### **Approval of Agenda**

1. For Possible Action. Approval of proposed agenda. Local Emergency Planning Committee reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (Tod F. Carlini, Committee Chair) 5 minutes.

MOTION to approve the agenda.

**RESULT:** APPROVED (UNANIMOUS)  
**MOTION BY:** Kurt Hildebrand  
**SECOND BY:** Rand Perry  
**AYES:** All  
**NAYS:** None  
**ABSENT:** Motion carried unanimously

### **Approval of Previous Minutes**

2. For Possible Action. Approval of the December 1, 2022 minutes. (Tod F. Carlini, Committee Chair) 5 minutes.

Committee Chair Tod Carlini stated the draft minutes were sent via email for all to review.

MOTION to approve the December 1, 2022 minutes as written.

**RESULT:** APPROVED (UNANIMOUS)  
**MOTION BY:** Greg Reed  
**SECOND BY:** Kurt Hildebrand  
**AYES:** All  
**NAYS:** None  
**ABSENT:** Motion carried unanimously

3. For Possible Action. Discussion and possible action to review and update the membership roster. Possible action to approve appointment to positions and make recommendations for the unfilled positions. (Tod F. Carlini, Committee Chair) 15 minutes.

Committee Chair Tod Carlini stated there are a couple of changes that need to be made. Below are the suggested changes:

- Shawnyne Garren will be added as a voting member representing County Elected Official.
- Committee Chair Carlini stated Dr. Titus or Mr. Gray need to be contacted in regards to filling the Elected State Official position. Legislative is busy at this time.
- Ron Sagen representing 911/communications needs to be removed due to his retirement. Nonie McCandless stated Brent Finster the new Emergency Communications Manager will replace Ron Sagen.

Committee Chair Carlini stated the above are the three recommended changes for the membership list.

MOTION to approve the membership list with the recommended changes including replacing Karen Ellison with Shawnyne Garren, remove Jim Wheeler and leave the elected state official vacant until the voting member is contacted and replace Ron Sagen with Brent Finster representing 911/communications.

**RESULT:**           **APPROVED (UNANIMOUS)**  
**MOTION BY:**     Kurt Hildebrand  
**SECOND BY:**     Nonie McCandless  
**AYES:**           All  
**NAYS:**           None  
**ABSENT:**         **Motion carried unanimously**

Committee Chair Carlini welcomed Shawnyne to LEPC.

**4. For Possible Action.** Discussion and possible action to approve the recommendations by the LEPC planning, training and exercise Sub-Committee. (Tod F. Carlini, Committee Chair) 20 minutes.

Committee Chair Tod Carlini stated this is an important agenda item. Agenda items 4 and 5 are both relevant to grants that LEPC is eligible to apply for. He explained Amy Ray will go over the LEPC Sub-Committee recommendations.

Below are the LEPC Sub-Committee recommendations that Amy Ray went over:

**State Emergency Response Commission (SERC)-\$25,000.00**

1. Voice Amps for East Fork Fire Protection District -\$681 x 20=\$13,620
2. Gas Calibrator for East Fork Fire Protection District-\$430 x 1=\$430
3. Voice Amps for Tahoe Douglas Fire-\$681 x 12=\$8,172
4. Q Ray 3 for Tahoe Douglas Fire- \$1,200 x 2=\$2,400
- Total-\$24,622

In addition, \$4,000.00 for LEPC operations.

Total-\$28,622

**United We Stand-\$30,000.00**

1. Drone for Douglas County Sheriff's-\$20,225 x 1= \$20,225
2. Tactical Drone for Douglas County Sheriff's-\$16,000 x 1= \$16,000
- Total-\$36,225

DCSO understands any amount over \$30,000 will be their responsibility to cover.

**Hazardous Materials Emergency Preparedness (HMEP)**

1. Fire Shows West-East Fork Fire would like to send 8 individuals, Tahoe Douglas Fire 6 individuals, and Baker Hughes 4 individuals
2. Continuing Challenge- East Fork Fire would like to send 5 individuals and Tahoe Douglas Fire 6 individuals

Committee Chair Carlini stated Bently Nevada is now recognized as Baker Hughes.

Committee Chair Carlini confirmed with Will Lynch that Douglas County Sheriff's Office will be responsible for any amount over the \$30,000 for the United We Stand grant.

Will Lynch stated the cost for the second drone is not known at this time but DCSO understands they will cover any amount over \$30,000.

MOTION to approve the recommendations by the LEPC planning, training and exercise Sub-Committee with the condition DCSO is responsible for any amount that exceeds the United We Stand grant.

**RESULT:** APPROVED (UNANIMOUS)  
**MOTION BY:** Kurt Hildebrand  
**SECOND BY:** Shawnyne Garren  
**AYES:** All  
**NAYS:** None  
**ABSENT:** Motion carried unanimously

**5. For Possible Action.** Discussion and possible action to approve to apply for the State Emergency Response Commission (SERC) grant, the United We Stand (UWS) grant and the Hazardous Materials Emergency Preparedness (HMEP) grant. (Tod F. Carlini, Committee Chair) 15 minutes.

Committee Chair Tod Carlini explained this item is to actually apply for the grants where the previous agenda item was to approve the recommendations from the LEPC Sub-Committee.

MOTION to apply for the State Emergency Response Commission (SERC) grant, the United We Stand (UWS) grant and the Hazardous Materials Emergency Preparedness (HMEP) grant.

**RESULT:** APPROVED (UNANIMOUS)  
**MOTION BY:** Kurt Hildebrand  
**SECOND BY:** Chris Lucas  
**AYES:** All  
**NAYS:** None  
**ABSENT:** Motion carried unanimously

Clerk Holly Megee reminded the agencies benefiting from the grants that they will need to send in current quotes and detailed information to include in the grant application.

#### **Closing Public Comment (No Action)**

Committee Chair Tod Carlini thanked Bob Colescott, Joe Anderson and the casinos they represent, for offering a warming center at the Lake if needed.

Chris Smallcomb gave an update:

- Another winter storm coming into the region Saturday/Sunday at the higher elevations (1 to 1 1/2 feet) and Sunday/Monday for the valley floors (2 to 4 inches).
- Likely to stay active storm-wise through next week and March is favoring wetter than normal. All that means is snowpack continues to build in the Carson River basin so that we are concerned for spring snowmelt flooding if we have either 1) a big spring rain event or 2) a prolonged period of unusually warm temps.
- Snow pack is about 212% of the medium peak in the basin. The snow pack is similar to 2017. When a snow pack is this deep, flooding needs to be on everyone's radar.

Committee Chair Carlini thanked Chris Smallcomb for the very informative update. He asked if there is analysis been done on the Pine Rut Range. There is discussion that this is the heaviest snow seen on the eastside of Carson Valley in a long time.

Chris Smallcomb explained the weather service has a special team that analyzes snow pack and ice data. There is satellite data which is a good estimate. He will send a compare and contrast analysis to Chief Carlini

later today. The snow pack in the Sierras will delay the fire season in the mountains. He feels the fire season will be a little busier in Western Nevada.

There was no further public comment.

**6. For Presentation Only. Presentations and LEPC member updates. No action may be taken on this item. (Tod F. Carlini, Committee Chair) 20 minutes.**

Cari Rioux gave an update:

- QCPHP is almost finished writing their Closed Points of Dispensing Plan. We will be giving a brief overview of the plan at the next coalition meeting on March 14th.
- We will be part of a Family Assistance Center Workshop in Douglas County on April 5<sup>th</sup> to refamiliarize everyone with the Quad FAC plan that was finalized in 2020 and written with partners from all four Quad sheriff's offices and the four EM's at the time.
- Jeanne Freeman's old position is still vacant and HR will be reposting it in the near future.
- The CCHHS COVID AAR has been finalized and sent out to partners.
- QCPHP sent out the coalition gap analysis today and it went to EMS, Healthcare, outpatient and long-term care partners to help us in identifying gaps for future planning before we finish off our five-year grant cycle.
- This coming fall we will be changing our process for flu vaccinations to better meet the needs of the whole community. Our program will not be doing all the schools but will host a community flu event that is in the evening so all family members can attend. We will be asking Douglas County staff to assist us in the preplanning and event just like we did years ago when Noni McCandless and Larry Goss were part of the planning team.

Committee Chair Carlini thanked Cari Rioux for the update.

Kurt Hildebrand gave an update:

- The Record Courier is shifting their print operations to Klamath Falls.

Committee Chair Carlini thanked Kurt Hildebrand and Paula Peterson for all they do to keep everyone informed.

Lisa Christensen gave an update:

- Thanked Douglas County Search and Rescue for their work in assisting an elder person on the hill in the Leviathan Mine area.
- Washoe Tribe is looking into applying for the Department of Energy Grid Development grant and was wondering if Douglas County is looking into this grant as well. The due date for the application is March 31, 2023.
- Alpine County Sheriff's Office called for a shelter in place for one the communities due to the plow service on Diamond Valley Road.
- Thanked everyone for all their hard work

Committee Chair Carlini gave an update:

- Spring Run-Off meeting will be scheduled for March 30, 2023 or April 6, 2023. Members involved will include the Ag community, water master, weather service, etc. The flood plan will be used as a base document.
- Happy to report that Douglas County Emergency Management and SERC were found to be 100% in compliance, which makes LEPC eligible for grants.
- Will attend the Emergency Management conference that will take place March 20, 21 and 22, 2023.
- Participated in the THRIA.
- East Fork Fire will no longer be managing Emergency Management as of July 1, 2023. There will be one more LEPC meeting probably in June before our management of LEPC ends.
- Thanked everyone for all their efforts in his 16 years of running Emergency Management.

**8. For Possible Action. Discussion and possible action to approve the adjournment of the Local Emergency Planning Committee (LEPC) Meeting. (Tod F. Carlini, Committee Chair) 5 minutes.**

MOTION to adjourn the LEPC meeting.

**RESULT:**           **APPROVED (UNANIMOUS)**  
**MOTION BY:**     Kurt Hildebrand  
**SECOND BY:**     Cari Rioux  
**AYES:**           All  
**NAYS:**           None  
**ABSENT:**          **Motion carried unanimously**

### **Adjournment**

There being no further business to come before the Committee, the meeting adjourned at 9:41 AM.

Respectfully submitted by:  
Holly Megce  
East Fork Fire Protection District  
Douglas County Emergency Management

# 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
- ☒ If Training – Brochure and GSA Rates
- ☒ Certified Assurances
- ☒ LEPC Compliance Certification (signed by Chair)
- ☒ Electronic version e-mailed to [serc@dps.state.nv.us](mailto: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**

# GRANT APPLICATION CHECK SHEET

Continuing  
Challenge.

LEPC: Douglas

☐ LEPC is in compliance

Grant: HMEP mid cycle

☒ Received by Due Date

☐ Title Page – math is accurate / signed

☒ Goals completed

☒ Objectives completed

☐ Budgets

☒ If Training – brochure included

☒ If Training – DEM/SFM denial letters included

☒ If Travel – GSA rates included

☒ If Equipment – quotes included

☒ If Radios – communications questionnaire included

☒ Operations – is Clerical requested (check Budget Narrative)

☒ Budget Narrative(s) completed

☒ Certified Assurances completed / signed

☒ LEPC Compliance Certification completed / signed

☒ If HMEP – Activity Request Form completed

☐ If HMEP – Activity Request will need to be approved by HMEP

☒ LEPC meeting minutes approving submittal of grant application

Grant \$ amount \$14,371.89 Total \$ amount available: \_\_\_\_\_

Reviewed by: Brandi Salisbury