

State of Nevada
Emergency Response Commission

SERC Grant Application
Operations, Planning, Training, and Equipment
Fiscal Year 2026

For Local Emergency Planning Committees

The completed application must be delivered or
postmarked by the noted due date.

Due Date: March 25, 2025

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

serc@dps.state.nv.us

(775) 684-7511

STATE EMERGENCY RESPONSE COMMISSION (SERC)

SERC OPTE Grant Application Kit

FY2026

For Local Emergency Planning Committees

The SERC has developed this application kit as a template for Local Emergency Planning Committees (LEPCs) to apply for the SERC Operations, Planning, Training, and Equipment (OPTE) Grant. Application and award of grants are managed pursuant to SERC policy 8.2. The source of funding is derived from fees collected from SARA Title III facilities within the State that store and/or produce hazardous materials in specified amounts. As these are State funds, there is no Catalog of Federal Domestic Assistance (CFDA) number associated with this grant.

The grant project period is July 2025 through June 2026. Grant funds will be distributed on a reimbursement basis; however, the LEPC may request advance funding for expenses over \$2,000, policy 8.5.

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. SERC policies may be reviewed at <http://serc.nv.gov>.

The 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. Provide detailed proposed planning, training and equipment needs for the period July 2025 through June 2026.
- II. **Objectives** - Identify the specific approaches to achieve the goals through prevention of, mitigation of and/or response to hazardous materials incidents. Objectives need to be specific and measurable.
- III. **Line Item Budgets** – List each item as a line item on the budget page. **The grant request shall be for NO MORE THAN \$36,000.(this includes the \$4,000.00 for Operations)**

An additional \$4,000 of Operation funds will be available if the LEPC is administratively compliant. The purpose of these funds is to provide for LEPC members to attend LEPC and SERC meetings, as well as operation costs. If requesting, up to 50% of operations funds for clerical assistance, include that amount in the line item budget.

- IV. Budget Narrative** – Explain each item listed in the line item budget. If requesting up to 50% of operations funds for clerical assistance, include a detailed justification for the use of funds. Clerical assistance funding is no longer automatically awarded and will be subject to SERC approval.

Remember to comply with SERC Policy 8.2 related to the required quotes or sole source for appropriate purchases. If you have questions, please contact the SERC office.

Provide an explanation for items that do not correspond with the declared level of response due to formal agreements with other entities.

After completing the application, 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 of receipt within 24 hours or two business days, please follow-up with the SERC.

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

Application must be received in this office or postmarked by March 25, 2025:

serc@dps.state.nv.us

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

Please be prepared to make a presentation of your grant application to the Planning & Training Sub-Committee and Funding Committee. The date and location of the meetings to be announced.

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

**The grant application must be delivered to this office
or postmarked by March 25, 2025.**

**STATE EMERGENCY RESPONSE COMMISSION
2025 SERC GRANT APPLICATION
TITLE PAGE**

Applicant: **Douglas County**

Address: **1594 Esmeralda Ave. Minden, NV 89423**

Local Emergency Planning Committee (LEPC) Chair:

Name: **Kara Easton**

Title: **Director of Emergency
Management**

Address: **1615 8th St.**

City/Zip: **Minden, 89423**

Phone: **775-783-6035**

Fax: **n/a**

E-mail: **keaston@douglasnv.us**

Fiscal Officer:

Name: **Debbie Swickard**

Title: **Grants Administrator**

Address: **1594 Esmeralda Ave.**

City/Zip: **Minden, 89423**

Phone: **775-782-9029**

Fax: **n/a**

E-mail: **dswickard@douglasnv.us**

Budget Summary:

Planning	Training	Equipment	Operations	Total*
0	0	32,425	3,575	36,000

Round up total* 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.

Kara Easton
Signature of LEPC Chair

03/19/2025
Date

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

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

Jenifer Davidson
Signature of Governing Body
Jenifer Davidson, County Manager
Print Name and Title

3/21/2025
Date

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 the program has established to achieve. Justification to prevent, mitigate and/or respond to hazardous materials incidents must be addressed.*

Click inside gray box to begin typing

1. The East Fork Fire Protection District (EFFPD) is part of the Quad-County HazMat team and requires the appropriate personal protective equipment (PPE) to respond to immediately dangerous to life and health (IDLH) incidents involving hazardous materials. Purchasing SCBA bottles with this grant will refresh part of the existing inventory and ensure that responders have new, reliable PPE to be able to appropriately respond to hazardous materials incidents on our roadways and around our jurisdiction.
2. The Tahoe Douglas Fire Protection District (TDFPD) is part of the Quad-County HazMat team and requires new RIT packs in order to respond to immediately dangerous to life and health (IDLH) incidents involving hazardous materials. The RIT packs offer an emergency air supply that can be taken into a hazardous materials incident and provide extra air in SCBA bottles rather than having to have the SCBA refilled by the air resource unit which typically does not respond directly to incidents.
3. TDFPD will use the SEMS gateways to be able to accurately obtain information regarding the hazardous material(s) involved in a response and make real-time decisions relating to responder and community safety.

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.

Objectives focus on the methods/activities to be used to achieve the goals they support.

Answer these questions in each objective:

- ✓ *WHAT will be purchased with these grant funds?*
- ✓ *WHO will complete the purchases awarded?*
- ✓ *WHEN will the purchases be made and the activity implemented?*

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Douglas County will purchase equipment for its LEPC partners once grant funds are awarded:

1. The objective of purchasing new SCBA bottles is to ensure the inventory of bottles remains current and reliable for responders to use in hazardous materials response.
2. The RIT packs will offer emergency air supply for responders on hazardous materials incidents.
3. The SEMS gateways provide real-time hazardous materials intelligence for responders to make informed decisions during a hazmat response.

III. BUDGETS:

Planning:

Requests to contract with a consultant must be accompanied by at least two competitive bids. The bids must include an itemized quote and detailed scope of work from the consultant.

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.

Requests to contract 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.

State per diem rates (which generally follow the federal GSA rates; (<http://www.gsa.gov>) will prevail unless local rates are less. Travel eligibility requirements and rates are further defined in SERC policy 8.5. The rates listed below are for calendar year 2024 only and are subject to change.

*If a privately owned vehicle is used for agency convenience, mileage may be reimbursed at the State rate, currently .67 cents per mile. If a personal vehicle is used for personal convenience, the reimbursement allowed is .335 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 (**most economical lot only**) and ground transportation expenses are reimbursable upon presentation of receipts. Rental cars must be pre-approved by the SERC.*

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!!!

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)	Personal Vehicle	# of Vehicles	\$0.00
		0.670		
	# of Miles (Round Trip)	Personal Convenience	# of Vehicles	\$0.00
		0.335		
	Public Transportation	Total \$ Amount		\$0.00
	Cost of Airline Ticket	# of Tickets		\$0.00
Parking	Cost per Day	# of Days	# of Vehides	\$0.00
Total Course / Conference Costs:				\$0.00
Total Training Costs:				\$0.00

Training Costs: Registration fees, per diem and travel costs should be included in this section			
Course Title	Itemized Travel Expenses	Registration Fees	Amount Requested
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Totals:	\$0	\$0	\$0

Equipment:

Equipment will be considered based on the state contract prices, as applicable. Please consult the State Purchasing Division's website at <http://purchasing.nv.gov/contracts/> to determine if your equipment may be eligible for the contract prices. If requesting an item from a state contract, please include a copy of the webpage with your application. Equipment requests other than those on the state's contract or higher priced than those on this list must be accompanied by a quote from the vendor and justification. Quotes for items not on the state's contract must be dated/active within 30 days of the open allocation cycle. Communications equipment is subject to the completion of the attached Communications Interoperability Questionnaire.



Communications
Interoperability Que

SCBA Bottle	7	\$1,525	\$10,675
RIT Pack	4	\$3,900	\$15,600
SEMS Gateway	3	\$2,050	\$6,150
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
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			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Total Equipment Costs:			\$32,425

Operations:

Note: Clerical assistance cannot be more than 50% of the category. Justify clerical assistance in the budget narrative section.

Operation Costs:	
<i>Item</i>	<i>Amount Requested</i>
Operations	\$1,788
Clerical (up to 50% of the total operation award)	\$1,788
Total Operation Costs:	\$3,575

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 -

Explain the basis for selection of each consultant and describe how the service to be provided is essential to achieving established goals. Provide an explanation if the planning request does not correspond with the declared level of response due to formal agreements with other entities.

Click inside gray box to begin typing

n/a

Training -

Explain the purpose of the training and how it relates to achieving established goals. Provide location of training, duration, itemized transportation and per diem expenses. If applicable, attach a copy of the letter from the SFM and/or DEM. Provide an explanation if the training request does not correspond with the declared level of response due to formal agreements with other entities.

Click inside gray box to begin typing

n/a

Equipment -

Click inside gray box to begin typing

- 1. The objective of purchasing new SCBA bottles is to ensure the inventory of bottles remains current and reliable for responders to use in hazardous materials response. These bottles provide up to an hour of clean air for IDLH environments.**
- 2. The RIT packs will offer emergency air supply for responders on hazardous**

materials incidents.

- 3. The SEMS gateways provide real-time hazardous materials intelligence for responders to make informed decisions during a hazmat response.**

Describe the equipment and how it will benefit the project, and why it is necessary to achieving established goals and objectives. Provide an explanation if the equipment request does not correspond with the declared level of response due to formal agreements with other entities

Operations -

A detailed Justification is necessary if requesting funds for clerical assistance. Describe how salaries will be determined. Funds for clerical assistance are not automatic and are subject to SERC approval.

Click inside gray box to begin typing

Operations funds will be used to purchase disposable equipment for LEPC partners. Salary costs for clerical will be documented and submitted for work only directly related to LEPC.

CERTIFIED ASSURANCES For LEPCs

Grant Title: 2026 SERC Grant

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 and could result in a denial of reimbursement of funds expended. Failure to comply with this requirement can result in the delay or denial of future reimbursements.

- 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 non-federal funds or resources 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. Once the final report is processed there will no additional draws allowed for the sub-grant. If reporting is not in by the final date, the remaining funds will be de-obligated.
- 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 year with every key element of the plan being implemented in the exercises within three years.
- 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. Requests for 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 must comply with the provisions for sub-awards stipulated at 2 *CFR* 200.311. The applicant assures the fiscal accountability of the funds received from the State Emergency Response Commission will be managed and accounted for by the lead agency's chief comptroller. Internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- F) 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 in the total award amount.
- G) The applicant assures it shall maintain data and information to provide accurate financial reports to SERC. Said reports shall be provided in form, by due dates and containing data and information as SERC reasonably requires to administer the program.
- H) The applicant will give the SERC, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant or grant requirements. The Uniform Guidance/OMB Guidance provides greater clarity to the role and expectations for pass-through entities conducting oversight of sub-recipients. The Uniform Guidance/OMB Guidance expands on the responsibilities of pass-through entities by providing a more robust system of oversight and monitoring. (see section 200.330 and section 200.331)

<http://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-sec200-331.pdf>

- 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 recipient describing programs funded whole or in part with federal funds, shall contain the following statement:

"This program was supported by Grant # 26-SERC-__-__, 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)"

The applicant must provide a copy of any such publication to the SERC for the sub-grant file.

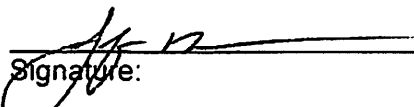
- O) The applicant fully understands the State Emergency Response Commission has the right to suspend, terminate or de-obligate grant funds to any recipient that fails to conform to the requirements or the terms and conditions of its grant award.
- P) **LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the recipient, 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 or local government. The applicant will comply with provisions of Federal law, which limit certain political activities of employees of a state or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
- 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 State Emergency Response Commission.
- 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 or state requirements 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): Jenifer Davidson

Title: County Manager


Signature: _____

3/21/2025
Date

LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN

Name (print): Kara Easton

Title: Director of Emergency Management

Kara Easton
Signature: _____

03/19/2025
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: 12/18/24 | Submitted: 01/31/25 |
| Membership list reviewed/updated - | Date: 12/18/24 | Submitted: 01/31/25 |
- ☒ 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: 12/27/23 | Submitted: 01/31/24 |
| NRT - 1 update - | Date: 12/18/24 | Submitted: 01/31/25 |
| Level of Response Questionnaire update - | Date: 12/18/24 | Submitted: 01/31/25 |
| Letter of Promulgation update - | Date: 01/30/25 | Submitted: 01/31/25 |
- ☒ 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: | 10/29/24 | Submitted: 01/31/25 |
| Indicate the date of an incident report used in lieu of an exercise: | n/a | Submitted: n/a |
- ☒ 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: 01/01/25 & 01/08/25 | Affidavit Submitted: 01/31/25 |
|------------------------------------------|-------------------------------|
- ☒ Has LEPC read SERC policies?

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

all information provided on this Compliance Certification is accurate

Kara Easton

LEPC Chair Signature

01/31/2025
Date

RETURN THIS SIGNED FORM WITH GRANT APPLICATION

Revised: 07/14/2022



Douglas County Emergency Management

1594 Esmeralda Ave
Minden, Nevada 89423
(775) 783-6037

DRAFT MINUTES

Local Emergency Planning Sub-Committee

Date and Time: February 28, 2025 (3:30 PM)

Location: Dispatch Conference Room
1615 8th St.
Minden, NV 89423

Virtual option:

Microsoft Teams [Need help?](#)

Join the meeting now

Meeting ID: 255 914 476 412

Passcode: ML7UX9o2

Attendees: Tanner Dye, Emergency Management - Chair
Erin Mathes, Emergency Management - Attendee
Kara Easton, Emergency Management Director - Attendee
David Stanley, Douglas County Sheriff – Attendee
Elaine Pace, East Fork Fire - Member
Chris Lucas, Tahoe Douglas Fire - Member
Dave Fogerson, Carson Valley Health - Attendee

1. Call meeting to order

The meeting was called to order at 3:33 PM

2. Introduction of members and guests

Introduction of all individuals present occurred.

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items and matters within the jurisdiction and control of the Local Emergency Planning Subcommittee. Public comment on specific agenda items marked "For Possible Action" will be taken during consideration of that item. Public comments submitted prior to the Douglas County Local Emergency Planning Subcommittee meeting will be compiled and made a part of the

supporting materials that provided to the Douglas County Local Emergency Planning Subcommittee members and public for review.

Dave Fogerson - Jamie Gower apologized she could not make it and would like for him to be added as an alternate member in the next meeting. He also congratulated Tanner has been accepted into a prestigious Emerging Leaders program.

ADMINISTRATIVE AGENDA

The Administrative Calendar will be handled as follows:

- ((1) The Subcommittee 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 Subcommittee.
- (4) The public, if any, will have an opportunity to address the Subcommittee on those items that are designated
“for possible action”.
- (5) The Subcommittee will then discuss the item.
- (6) The Subcommittee will then ask any follow-up questions and take action.

1. For Possible Action. Approval of proposed agenda. The Local Emergency Planning Subcommittee 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. (Tanner Dye, Subcommittee Chair)

MOTION to approve the agenda

MOTION: Elaine Pace

SECOND: Chris Lucas

AYES: 3

NAYS: None

ACTION: Motion carried unanimously

2. For Possible Action. Discussion and possible action to develop hazardous material equipment, planning, and training prioritized lists for the upcoming State Emergency Response Commission (SERC) and United We Stand (UWS) grants for recommendation to the Local Emergency Planning Committee. (Tanner Dye, Subcommittee Chair)

Requests for Douglas County Sheriff - Dave Stanley

1 Brinc Ball - \$3,000.00

1 Cell Service - \$540.00

1 SkyDio X-100 Drone - \$18,000.00

Total - \$ 21,540.00

Request for Emergency Management – Kara Easton

\$4,000.00 Administrative Costs

Request for East Fork Fire – Elaine Pace

6 SCBA Bottles - \$9,150.00

Requests for Tahoe Douglas Fire – Chris Lucas

4 RIT Packs - \$15,600.00

3 SEMS Gateway - \$6,150.00

8 BK Radios - \$20,800.00

Total - \$42,550.00

After discussion it was agreed the money would be dispersed as follows:

UWS Grant: DCSO - \$21,540.00, Drone, Brinc ball, cell service

TDF – \$10,460.00, 4 BK Radios

Total: \$32,000.00

OPTE: EM - \$3,575.00, Administrative Fees

EFF – \$10,675.00, 7 SCBA Bottles

TDF – \$21,750.00, 4 RIT Packs and 3 SEMS Gateways

Total : \$36,000.00

MOTION to approve Item 2

MOTION: Elaine Pace

SECOND: Chris Lucas

AYES: 3

NAYS: None

ACTION: Motion carried unanimously

CLOSING PUBLIC COMMENT (No Action) *No Public Comment*

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Local

Emergency Planning Subcommittee. (Tanner Dye, Subcommittee Chair)

ADJOURNMENT – 3:55PM



12328 Lower Azusa Road 2613 Barrington Court
 Arcadia, CA 91006 Hayward, CA 94545
 (626) 652-0900 (510) 887-6295

SALES QUOTE

EFFD031225

Written By
 Justin Eldridge

Bill To: East Fork Fire Protection District
 1694 County Rd.
 Minden, NV 89423

Ship To: East Fork Fire Protection District
 Attn: Michael Shockey
 941 Mitch Drive
 Gardnerville, NV 89460

Phone:

Email:

Date		Date Required	Cust. Order #	Tax Exempt #	Terms	F.O.B.	Salesperson	Ship Via
3/12/2025			QUOTE		Net 30	Destination	Bunker	Drop Ship
Quantity	U/M		Description				Price	Amount
7	EA		Scott 200130-01 Carbon Cylinder 4500psi, 60-Minute with Snap-Change Valve				1,525.00	10,675.00
				Quote Expires on March 31st		Subtotal		\$10,675.00
			Comments:					
						Sales Tax	0.000%	\$0.00
						Freight		\$0.00
						Total		\$10,675.00



Fire Equipment Inc. rington

Arcadia, CA 91006
(626) 652-0900

Hayward, CA 94545
(510) 887-6295



Budgetary
SALES QUOTE
TDFPD022525
Written By
Justin Eldridge

Bill To: Tahoe Douglas FPD
193 Elks Point Rd.
Zephyr Cove, NV 89448

Ship To: Same
Attn: Chris Lucas

Phone:

Email:

Date		Date Required	Cust. Order #	Tax Exempt #	Terms	F.O.B.	Salesperson	Ship Via
2/25/2025			QUOTE		Net 30	Destination	Bunker	Drop Ship
Quantity	U/M		Description				Price	Amount
4	EA		Scott 201564-11 RIT Fast Attack , Medium 4500psi, RECTUS UEBSS Connections				2,739.00	10,956.00
4	EA		Scott 804721-01 Carbon Cylinder, 30 Minute, 4500psi with CGA Valve.				1,179.00	4,716.00
3	EA		Scott 201088-03 SEMS II Gateway				2,049.00	6,147.00
			Comments: The pricing herein is budgetary and provided to assist in the Grant application process. Please contact us before making your final decision. Additional discounts may apply	Subtotal				\$21,819.00
				Sales Tax		0.000%		\$0.00
				Freight				\$0.00
				Total				\$21,819.00



SOS Safety International, Inc
DBA/SOS Rubber Internationa
20423 State Road 7
Suite F6-127,
Boca Raton, FL 33498

Phone #561-560-7118 www.sos-safety.com

Estimate

Date	Number
3/3/2025	36-15081CN

Bill To		Ship To		
Tahoe Douglas Fire Protection District 193 Elks Point Rd, Zephyr Cove NV 89448		Tahoe Douglas Fire Protection District 193 Elks Point Rd, Zephyr Cove NV 89448		
DOCK HOSE * OIL SPILL EQUIPT. * FIRE FIGHTING EQUIPT. * PERSONAL SAFETY * GAS & FLAME DETECTION				
RFQ number	Terms	FOB	REP	VIA
	Prepaid	Factory	AA	Best way

SOS Safety Int'l. is pleased to provide price and availability on the following custom order, per your request:

Item	Quantity	Description	Price	Unit	Total USD
201564-11	4.00	3M™ Scott™ RIT-Pak Fast Attack 201564-11, 4500 PSI. Medium, AV. Rectus, 1 ea/Case	2,939.975	ea	11,759.90
804721-01	4.00	4500PSI Carbon 30 min CGA Valve 15-YEAR	1,269.1775	ea	5,076.71
201088-03	3.00	SEMS II USB GATEWAY	2,198.11667	ea	6,594.35

3-4 Week Delivery

Prices apply to quantities quoted and a change in quantities will require a new quote.

Prices valid for 30 days of above date.

4% handling fee on all credit card purchases

Thank you for your inquiry! We look forward to working with you.

"Beyond Safety. Solution Oriented"

Total USD \$23,430.96

CHASE BANK
West Boca Raton Branch
Florida

Please contact us for banking details.

**R.S.
Hughes**1-877-774-8443
www.rshughes.com

Free ground shipping on online orders of \$249 or more.

YOUR CART

CHECK OUT

CONTINUE SHOPPING



FREE GROUND SHIPPING

This item qualifies for free shipping. — [Details.](#)

Product Image Coming Soon

3M Scott SEMS II USB Gateway - SCOTT SAFETY 201088-03

Item Code: SCOTT SAFETY 201088-03

Delivery Estimate: Mar 19 ?

☐ SDS ☐ Certs ☐ Tax Exempt

-	3	+
---	---	---

\$8,454.30
\$2,818.10 / Each

Items Subtotal \$8,454.30

Estimated Tax TBD

Shipping (UPS Ground - Contiguous United States) FREE



SHIPPING TO BE DETERMINED

The shipping cost for these items will be determined when we ship them. — [Details.](#)

Scott Safety 45 scf Cylinder and Valve Assembly - SCOTT SAFETY 804721-01

Item Code: SCOTT SAFETY 804721-01

Delivery Estimate: Mar 19 ?

☐ SDS ☐ Certs ☐ Tax Exempt

Air Supply Time: 30 min

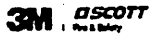
-	4	+
---	---	---

\$7,294.20
\$1,823.55 / Each

3M Scott RIT-Pak XP100849536 Medium Air-Supply System - SCOTT SAFETY 201564-11

Item Code: SCOTT SAFETY 201564-11

Delivery Estimate: Mar 19 ⓘ



Product Image Coming Soon

☐ SDS ☐ Certs ☐ Tax Exempt

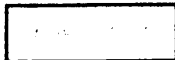
-	4	+
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\$15,076.80
\$3,769.20 / Each

Items Subtotal	\$22,371.00
Estimated Tax	TBD
Shipping	<u>TBD</u>

Items Total	\$30,825.30
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Order Comments: (delivery instructions, etc.)



CONTINUE SHOPPING

CLEAR CART

Shopping on US Website Have questions? Please call us at: 1-877-774-8443

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GRANT APPLICATION CHECK SHEET

LEPC: Douglas County

☒ LEPC is in compliance

Grant: OPTE 2026

☒ 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: \$36,000 Total \$ amount available: \$36,000

Reviewed by: B.B. (B.H.)

Deputies County

0915 5050

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2341000

(54)

2341000
B.B.