

**STATE EMERGENCY RESPONSE COMMISSION  
2026 UNITED WE STAND (UWS) GRANT APPLICATION  
TITLE PAGE**

**Applicant:** Humboldt County Sheriff's Office

**Address:** 50 W. 5<sup>th</sup> Street Winnemucca, NV 89445

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

**Name:** Carol Lynn **Title:** Emergency Manager  
**Address:** 50 W. 5<sup>th</sup> Street **City/Zip:** Winnemucca, NV 89445  
**Phone:** 775-623-6300 **Fax:**  
**E-mail:** Carol.lynn@humboldtcountynv.gov

**Fiscal Officer:**

**Name:** Weston Noyes **Title:** Comptroller  
**Address:** 50 W. 5<sup>th</sup> Street **City/Zip:** Winnemucca, NV 89445  
**Phone:** 775-623-6300 **Fax:**  
**E-mail:** Gina.rackley@humboldtcountynv.gov

**Budget Summary:**

| Planning | Training | Supplies | Equipment   | Total*      |
|----------|----------|----------|-------------|-------------|
| 0        | 0        | 0        | \$31,985.00 | \$31,985.00 |

Round up total\* to the nearest dollar

**LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:**

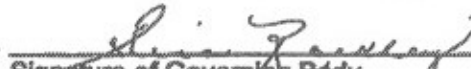
On behalf of the LEPC, I certify this body has reviewed this grant application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.

  
Signature of LEPC Chair

5-3-25  
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

4-24-25  
Date

Gina Rackley Comptroller  
Print Name and Title

**STATE EMERGENCY RESPONSE COMMISSION  
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**Phone:** 775-623-6300 **Fax:**  
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\_\_\_\_\_  
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\_\_\_\_\_  
Date

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

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

4-24-25  
\_\_\_\_\_  
Date

Gina Rackley, Comptroller  
\_\_\_\_\_  
Print Name and Title



## State Emergency Response Commission

STEWART FACILITY  
107 Jacobsen Way  
Carson City, NV 89711  
TELEPHONE (775) 684-7511 • FAX (775) 684-7518

Nevada LEPCs,

The FY2025 United We Stand (UWS) Planning, Training, Supplies and Equipment grant application kit has been posted on the Nevada SERC website, <http://serc.nv.gov>. The grant period is expected to be July 13, 2025, to June 30, 2026. Funds may only be used for obligations incurred during the grant period.

Nevada LEPCs is eligible to apply for this grant if they are compliant with Emergency Planning and Community Right-to-Know Act (EPCRA), Nevada Administrative Code (NAC) and SERC policy requirements. Policies may be found on the SERC website, <http://serc.nv.gov>.

Please read the entire application as changes have been made, 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.

**The application is due to the SERC office or postmarked by April 25, 2025**

Failure to submit the application by the due date will result in denial.

**The application may not exceed \$32,000.** Do not round the unit prices or the line-item totals. Round up the grand total of each category to the nearest dollar.

Pursuant to NRS 459.735 (4), this grant is to provide financial assistance to state or local governments in this state to **support preparedness to combat terrorism** including, without limitation, planning, training, and purchasing of supplies and equipment. The application **must** relate to activities that support preparedness to combat terrorism and requests must address one or more of the Nevada Commission on Homeland Security priorities (information attached and on the SERC website). Please include a prioritization of the items requested.

**Applications requesting communication equipment are required to complete the Communication Interoperability Questionnaire.**

Please do not hesitate to contact SERC staff if you need assistance or have any questions.

# STATE EMERGENCY RESPONSE COMMISSION (SERC)

## SERC UWS 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 UWS Planning, Training, Supplies and Equipment (UWS) Grant. Application and award of grants are managed pursuant to SERC policy 8.2a. The source of funding is derived from fees collected from the sale and annual renewal of United We Stand specialty license plates. As these are State funds, there is no Catalog of Federal Domestic Assistance (CFDA) number associated with this grant.

The grant project period is expected to be July 13, 2025, to June 30, 2026. Grant funds are 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 application must include justifications of use of funds to support preparedness to combat terrorism - NRS 202.4415 defines acts of terrorism.

Pursuant to SERC policy 8.2a, the grant application must address one or more of the Nevada Commission on Homeland Security priorities available 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 support preparedness to combat terrorism for the period July 2024 through June 2025.
- II. **Objectives** - Identify the specific approaches to achieve the goals through preparedness to combat terrorism. Objectives need to be specific and measurable.
- III. **Homeland Security Priorities** – Justify how each requested item or category of items address at least one of the Nevada Commission on Homeland Security priorities. If the grant application request categories of items (i.e., PPE, Communications, etc.), it is not necessary to list each item individually in this section.
- IV. **Line Item Budgets** – List each item as a line item on the budget page. **The grant request shall be for NO MORE THAN \$32,000.** Please include a prioritization of the items requested.
- V. **Budget Narrative** – Explain each item listed in the line item budget. Remember to comply with SERC Policy 8.2a related to the required quotes or sole source for appropriate purchases. If you have questions, please contact the SERC office.

**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 (original signatures)
- ☐ LEPC Compliance Certification (signed by Chair)
- ☐ E-mail the application with quotes to [SERC@dps.state.nv.us](mailto: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 April 25, 2025**

## **I. GOALS:**

*Tell the SERC what you want to accomplish with this grant. **Provide a separate discussion of each goal and justify its need to support preparedness to combat terrorism.** The goals are general statements of desired results and identify intended outcomes the program has established to achieve. Justification to support preparedness to combat terrorism must be addressed.*

*Click inside gray box to begin typing*

It is the goal of the Humboldt County Local Emergency Planning Committee (LEPC) to maintain equipment to be shared by local entities in the preparedness of our county to combat terrorism. Humboldt County LEPC will increase safety for our law enforcement officers, first responders and citizens while responding to a terrorist act or threat. Another goal is to increase preparedness by better equipping our law enforcement officers as well as other emergency responders with necessary equipment in the event of a terrorist act or threat. In addition, the equipment can be used in all emergency incidents including domestic or international terrorism, natural disasters and the protection of critical infrastructure.

The Humboldt County Sheriff's Office and Winnemucca Police Department have collaborated and partnered to form a Tri-County Special Response Team. This multi-agency response unit also partners with other LEPC member agencies to respond to emergency and dangerous incidents which are beyond the capabilities of the standard, initial-response personnel within Humboldt County. The SRT is responsible for responding to emergency and elevated risk incidents throughout Humboldt County which spans over a large geographic area.

With the goals listed above in mind, LEPC members discussed the equipment needs of our law enforcement and first responder agencies. It was determined that our responders must have the following equipment to better prepare and respond to acts and/or threats of terrorism:

Currently, there are items of Personal Protective Equipment (PPE) that have reached the end of service life as designated by the manufacturer and safety standards. Without adequate PPE to keep responders protected when gathering or compiling intelligence and information to share with other entities, nor to help mitigate emergency situations. Without this equipment, responders are placed at a greater risk than necessary in an already dangerous and volatile environment. Responders who are wearing proper PPE equipped with ballistic plates are better protected against trauma resulting from rifle and handgun bullets and therefore, safer.

The goal of the Humboldt County LEPC is to provide this sophisticated tactical equipment to our law enforcement officers and first responders to increase their ability to safely and effectively perform their duties while responding to a terrorist act, threat or other emergency incident.

The Humboldt County Sheriff's Office recognizes that the added function of a SRT Operator is a dangerous assignment which will likely put participants in

harm's way a greater number of times than that of the average law enforcement officer. However, the agency's financial constraints are currently preventing the agency from purchasing enough pieces of personal protective equipment to adequately protect the operators and responders of the ERU Team.

**Goal 1:** Increase the safety of each operator and first responder while they are performing the dangerous duties with which the Emergency Response Unit is tasked.

- **Objective A:** Equip each operator participating in high-risk operations with protective equipment by utilizing grant funds to purchase ballistic vests and rifle plates.

**Goal 2:** Utilize the equipment obtained through the grant to protect law enforcement, emergency medical services and fire personnel during any potential terrorist attack, natural disaster and protection of critical infrastructure.

- **Objective A:** Have a properly equipped and capable tactical unit available 24-hours a day, immediately after receiving the appropriate equipment.

## **II. OBJECTIVES:**

*How do you plan to achieve the goals listed above? Include specific uses of this grant funding to support preparedness to combat terrorism. 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?*

*Click inside gray box to begin typing*

**The additional grant funds will be used to purchase ballistic vests to protect the operators of the SRT team.**

**Humboldt County will purchase these items and then submit requests for reimbursement to appropriate sources.**

**Purchases will be made after grant funds are awarded from appropriate authorities. The Humboldt County Sheriff's Office will work in a collaborative effort to acquire the equipment and ensure that proper training for the equipment has been conducted. The equipment will then be placed into service no later than six months from receiving the grant funds.**

### **III. UNITED WE STAND PRIORITIES, (to combat Terrorism):**

*Identify how each item (or category of items) requested addresses at least one of the United We Stand, to combat Terrorism priorities.*



UWS Priorities.pdf

*Click inside gray box to begin typing*

#### **Priority: Intelligence and Information Sharing**

In the last decade there have been numerous terrorist attacks on U.S. soil. Although many of these attacks have occurred in larger cities, the County of Humboldt is a potential risk hazard. Not only does Humboldt County contain the largest gold mine in the United States, currently the site of an emerging lithium mine, it is also one of two major egress routes in the event of a mass terrorist incident for Burning Man, one of the largest festivals in the U.S., attracting over 70,000 participants. Humboldt County also has two major railroad spurs that travel through the county on a daily basis, as well as being a main hub for two major highways. (US Highway 95 and Interstate 80) With this being said, Humboldt County is extremely vulnerable to potential terrorist attacks.

In case an attack should occur, timely and accurate information needs to be collected and compiled to share with other entities regarding the status of the scene. With this protective equipment, responders will be given the best opportunity to gather intelligence and save lives while protecting themselves and others from additional harm. While using the below referenced robotics and PPE, we will be less vulnerable and more detailed information can be obtained to process and analyze to determine the type and seriousness of the threat or act.

#### **Ballistic Vests:**

1. **Improved Safety and Security:** The provision of ballistic vests will enhance the safety and security of intelligence and information gathering personnel, reducing the risk of injury or fatality in high-risk environments.
2. **Enhanced Operational Effectiveness:** By equipping operatives with protective equipment, we will enhance their confidence, resilience, and operational readiness, thereby enabling more effective intelligence and information gathering activities.
3. **Cost Savings:** Preventing injuries and casualties through the use of ballistic vests will result in cost savings associated with medical expenses, disability compensation, and personnel replacement, thereby optimizing resource utilization within the homeland security enterprise.
4. **Stakeholder Satisfaction:** The proactive provision of protective equipment demonstrates our commitment to the welfare of frontline operatives, fostering trust, loyalty, and satisfaction among stakeholders, personnel and their families.

#### **IV. BUDGETS:**

Please prioritize your request as awards may need to be reduced based on available funding. Do not round the unit prices or the line item totals. Round up the grand total of each category to the nearest dollar.

*Click inside gray box to begin typing*

**The priority for the 2025-2026 United We Stand Grant is for equipment in the amount of \$31,985.00.**

#### **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 Department of Emergency Management (DEM). If the 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 2023 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 .655 cents per mile. If a personal vehicle is used for personal convenience, the reimbursement allowed is .3275 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.*

### **Supplies -**

*Explain the type of supplies requested and how it relates to achieving the established goals and objectives to support preparedness to combat terrorism.*

*Click inside gray box to begin typing*

### **Equipment -**

*Describe the equipment and how it will benefit the project, and why it is necessary to achieving established goals and objectives.*

*Click inside gray box to begin typing*

- 1. Ballistic Vests:** This grant proposal seeks funding to enhance the safety and effectiveness of intelligence and information gathering personnel involved in homeland security operations. As frontline operatives in the fight against terrorism, crime, and other threats, these individuals often operate in high-risk environments where personal protection is paramount. By providing ballistic vests specifically designed for intelligence and information gathering activities, we aim to mitigate risks, enhance operational readiness, and safeguard the lives of those dedicated to protecting our nation. The provision of ballistic vests for intelligence and information gathering personnel is a vital investment in the safety, security, and effectiveness of our homeland security operations. By prioritizing the protection of frontline operatives, we reinforce our commitment to safeguarding our community from emerging threats and vulnerabilities.

## CERTIFIED ASSURANCES For LEPCs

### Grant Title: 2025 UWS 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 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 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 # 25-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.

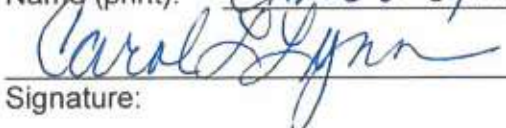
- O) The applicant fully understands the State Emergency Response Commission has the right to suspend, terminate or de-obligate grant funds to any recipient that fails to conform to the requirements or the terms and conditions of its grant award.
- P) **LOBBYING** - No grant funds appropriated will be 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): WESTON NOYES Title: DEPUTY COMPTROLLER  
 4-24-25  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN**

Name (print): CAROL L. LYNN Title: EMERGENCY MGR  
 4-25-25  
Signature: \_\_\_\_\_ 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: <b>1-23-25</b> | Submitted: <b>1-30-25</b> |
| Membership list reviewed/updated - | Date: <b>1-23-25</b> | Submitted: <b>1-30-25</b> |

- ☒ 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: <b>1-23-25</b> | Submitted: <b>1-30-25</b> |
| NRT - 1 update -                         | Date: <b>1-23-25</b> | Submitted: <b>1-30-25</b> |
| Level of Response Questionnaire update - | Date: <b>1-23-25</b> | Submitted: <b>1-30-25</b> |
| Letter of Promulgation update -          | Date: <b>1-23-25</b> | Submitted: <b>1-30-25</b> |

- ☒ 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:                       | <b>5-29-24</b> | Submitted: <b>1-30-25</b> |
| Indicate the date of an incident report used in lieu of an exercise: |                | Submitted:                |

- ☒ Has the LEPC met the **annual** requirement of publishing the Emergency Planning and Community Right-to-Know Act "information availability" in the local newspaper? Has the standard Affidavit of Publication been sent to the SERC?

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Date of publication: <b>1-15-25</b> | Affidavit Submitted: <b>1-30-25</b> |
|-------------------------------------|-------------------------------------|

- ☒ Has LEPC read SERC policies?

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

all information provided on this Compliance Certification is accurate

  
LEPC Chair Signature

1-30-25  
Date

**RETURN THIS SIGNED FORM WITH GRANT APPLICATION**



**Humboldt County Sheriff's Office  
Sole Source Justification Memorandum**

**To:** Nevada SERC – United We Stand Grant

**From:** Captain Sean Wilkin

**Date:** April 23, 2025

**Subject:** Sole Source Justification for the Purchase of Point-Blank Body Armor from Reno Uniforms

**Purpose:**

The purpose of this memorandum is to formally request and justify a sole source procurement for the purchase of Point-Blank body armor from Reno Uniforms. This justification is made in accordance with applicable procurement policies and is necessary to ensure continuity, compatibility, and officer safety for the Humboldt County Sheriff's Office.

**Sole Source Vendor:**

**Vendor:** Reno Uniforms

**Product:** Point Blank Body Armor

**Location:** Reno, Nevada

**Justification:**

**1. Current Standard Issue Equipment**

The Humboldt County Sheriff's Office currently utilizes Point Blank body armor as its standard issue for sworn personnel. The department has invested in this brand for its high quality, reliability, and officer safety record. Transitioning to a different brand would not only be inconsistent with current equipment but would also compromise uniformity and operational efficiency.

**2. Compatibility and Integration**

The continued use of Point-Blank body armor ensures seamless compatibility with existing carrier systems, accessory equipment, and department-wide tactical integration. Utilizing a different manufacturer would require replacement or adaptation of existing gear, which could lead to increased costs and potential safety risks.

**3. Designated Regional Distributor**

Reno Uniforms is the authorized and sole regional distributor for Point Blank body armor



in our geographic area. Point Blank has confirmed that all agency sales within this region must be processed through Reno Uniforms. Procurement from any other vendor is not permitted under the manufacturer's current distribution agreement.

**4. Officer Safety and Liability**

Consistency in protective equipment is vital for officer safety. Variations in fit, function, or performance across different body armor brands can lead to compromised protection in high-risk situations. Maintaining the use of Point-Blank body armor mitigates these risks and aligns with best practices for law enforcement operations.

**Conclusion:**

In light of the above considerations, we respectfully request approval for sole source procurement from Reno Uniforms for the continued purchase of Point-Blank body armor. This action is necessary to maintain equipment compatibility, operational safety, and compliance with manufacturer distribution policies.

Should you require any additional documentation or a letter from the manufacturer verifying Reno Uniforms as the sole distributor, we are prepared to provide it.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "S. Wilkin", followed by the handwritten number "403" in blue ink.

Captain Sean Wilkin

Notice of Public Meeting  
Humboldt County Local Emergency Planning Committee Quarterly Meeting  
**Thursday, April 24, 2025**  
**3:00 PM**

Winnemucca Fire Department

Meeting Minutes

**CALL TO ORDER**

The meeting was called to order at 3:00pm. A quorum was present.

**PUBLIC COMMENT –**

Carol Lynn mentioned several items:

PER213 – Wide Area Search class – October 24-26, 2025 here in Winnemucca  
Radon kits are here – provided by Heather Nield at UNR Extension  
Received grant from NV Fire Chiefs for wildland fire risk reduction projects for  
Senior citizens.

**DISCUSSION AND POSSIBLE ACTION**

**Approval of Minutes**

A motion for approval of the 10-29-24 minutes and 1-23-25 minutes was made  
Eric Silva and seconded by Brian Aitken

**UWS Grant** – The grant application was presented by Capt. Sean Wilkin. The application includes the purchase of replacement and new protective vests along with new fire plates for new officers. The total cost of the equipment is \$31,985. A motion for approval was made by Paige Brooks and seconded by Chad Farstveet.

**Hazmat Team Development**

Carol Lynn reported that this project is still progressing. Primary actions for now will be building the organization structure and identifying possible participants. Discussion ensued about the existing SCBAs available and the reality of certain units becoming noncompliant.


**Hazmat Exercise**

The Committee was presented the overall picture and map of the May 21 Hazmat exercise. Discussion and questions ensued.

**Future Exercises**

Carol Lynn asked the Committee for any suggestions or needs for future exercises. The current exercise plan will be complete with the May 21<sup>st</sup> exercise. The next couple of years of exercises will concentrate on addressing the improvement needs identified in the last few exercises.

**INFORMATION ITEMS** - Open to the members for information about activities in their organization.



April 18 – Golconda/Valmy Fire Districts hosted a fire training event. Eric Silva reported about the successful event held in Golconda on April 18-19. The live-fire trailer from \_\_\_\_\_ was brought in to provide training for several fire response teams. A few of those in attendance were: Grass Valley, NGN Twin Creeks and Turquoise Ridge, Marigold, Rural, Orovada, Paradise Valley, Golconda, Valmy, Paradise Hills.

May 16-18 – Eric Silva reported that Marigold Mine is conducting a Hazwoper training using a cyanide exposure scenario.

June 4 – Torrey Sheen reported that BLM will have a mock fire training event. More details to come. Torrey will check with BLM about how many departments can attend.

## **EXERCISES, INCIDENTS, EVENTS**

### **Haz Mat Full Exercise –**

May 21, 2025 - Planning for the exercise is complete and the in-briefs for the Players, Controllers, and Evaluators will be conducted mid-May.

## **GRANT INFORMATION**

### **OPTE Grant**

Carol Lynn thanked everyone for their participation in the email approvals for the grant containing the purchase of some SCBA units. This process was used because of the decision needed in between regular meetings.

### **UWS Grant**

See grant approval above.


## **FUTURE AGENDA ITEMS**

Fire Tower project presentation – Travis Petersen  
EOC project presentation – Carol Lynn

**PUBLIC COMMENT** - None

## **ADJOURNMENT**

Motion for adjournment was made at 4:00pm by Becky Tissue and seconded by Capt. Sean Wilkin.



| Equipment Costs:   |          |            |                           |
|--|----------|------------|---------------------------|
| Item   | Quantity | Unit Price | Amount Requested          |
| <i>Itemized Equipment List will be attached totaling</i> |          |            | <i>Exact \$ from list</i> |
| Point Blank Rifle Plates                                 | 24       | \$293      | \$7,025                   |
| Point Blank Ballistic Vests                              | 12       | \$1,950    | \$23,400                  |
| High Speed Gear Multi Cam Triple Pouch                   | 12       | \$130      | \$1,560                   |
|  |          |            | \$0                       |
|  |          |            | \$0                       |
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|  |          |            | \$0                       |
|  |          |            | \$0                       |
|  |          |            | \$0                       |
| <b>Total Equipment Costs:</b>                            |          |            | <b>\$31,985</b>           |

## V. 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.*

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### **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 DEM.*

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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!!!

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

| Course / Conference Costs        |                         |                      |                |        |
|----------------------------------|-------------------------|----------------------|----------------|--------|
| Course / Conference Title:       |                         |                      |                |        |
| Registration                     | Cost per Attendee       | # of Attendees       |                | \$0.00 |
|                                  |                         |                      |                |        |
| Hotel                            | Cost per Night          | # of Nights          | # of Rooms     | \$0.00 |
|                                  |                         |                      |                |        |
| Per Diem                         | Cost per Day            | # of Days            | # of Attendees | \$0.00 |
|                                  |                         |                      |                |        |
| Transportation                   | # of Miles (Round Trip) | Personal Vehicle     | # of Vehicles  | \$0.00 |
|                                  |                         | \$0.655              |                |        |
|                                  | # of Miles (Round Trip) | Personal Convenience | # of Vehicles  | \$0.00 |
|                                  |                         | 0.3275               |                |        |
|                                  | Public Transportation   | Total \$ Amount      |                | \$0.00 |
|                                  |                         |                      |                |        |
|                                  | Cost of Airline Ticket  | # of Tickets         |                | \$0.00 |
|                                  |                         |                      |                |        |
| Parking                          | Cost per Day            | # of Days            | # of Vehicles  | \$0.00 |
|                                  |                         |                      |                |        |
| Total Course / Conference Costs: |                         |                      |                | \$0.00 |
| Total Training Costs:            |                         |                      |                | \$0.00 |

**Supplies:**

List supplies and, if applicable, identify what equipment it is used with.

| Supplies Costs:                                   |          |            |                    |
|---|----------|------------|--------------------|
| Item  | Quantity | Unit Price | Amount Requested   |
| Itemized Equipment List will be attached totaling |          |            | Exact \$ from list |
|   |          |            | \$0                |
|   |          |            | \$0                |
|   |          |            | \$0                |
|   |          |            | \$0                |
| Total Supplies:                                   |          |            | \$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. As appropriate, the cost of shipping may be included in the grant request. 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

Your Brand Clothing Co. LLC.  
 Uniforms 2 You / Reno Uniforms  
 1270E. Plumb Ln.  
 Ste. B  
 Reno, NV 89502  
 (775)657-6025  
 www.renouniforms.com

## Quote

Page 1

| Account No. | Date    | Ref No. |
|-------------|---------|---------|
| 399-1       | 4/21/25 | 48111-1 |

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### Sold To

Humboldt County Sheriffs Office  
 50 West Fifth Street  
 Winnemucca, NV 89445

| Clerk    | Time  | Station   | PO Number | Ship Via | Est Delivery | Order Ref No. |
|----------|---|-----------|-----------|----------|--------------|---------------|
| Michael  | 11:53AM   | 9         |           |          |              |               |
| Item     | Description   | Qty       | Ship      | Price    | Extended     |               |
| 01093968 | PBE-PLT1080002-N/A-10X12 * No Color * 10800 Stand Alone Plate       | 26        | 0         | 292.70   | 7,610.20     |               |
| 01117294 | PBE-IHCMB8B20J-MULTI-CUSTOM * Multi Cam * Bilia - Iq3 Base Vest     | 12        | 0         | 1,950.00 | 23,400.00    |               |
| 01117296 | HSG-45DD00MC-MULTI-ONE SIZE * Multi Cam * Triple Double Decker Shin | 13        | 0         | 130.00 m | 1,690.00     |               |
|          | List Price \$139.99      Discount \$129.87                          |           |           |          |              |               |
|          | <b>Total Qty</b>  | <b>51</b> | <b>0</b>  |          |              |               |

|                         |                |                  |
|-------------------------|----------------|------------------|
| <b>You Saved 129.87</b> | Freight        | 0.00             |
|                         | Sub Total      | 32,700.20        |
|                         | Tax 8.265%     | 0.00             |
|                         | <b>Total</b>   | <b>32,700.20</b> |
|                         | Received       | 0.00             |
|                         | <b>Balance</b> | <b>32,700.20</b> |

Quotes are good for 30 days