

**STATE EMERGENCY RESPONSE COMMISSION  
2027 SERC OPT E GRANT APPLICATION  
TITLE PAGE**

Applicant: **Humboldt County LEPC**

Address: **50 W. Fifth St., Winnemucca, NV 89445**

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

Name: **Carol Lynn** Title: **Emergency Manager**  
 Address: **33 W. Fourth St.** City/Zip: **Winnemucca, NV 89445**  
 Phone: **775-375-3195** Fax:  
 E-mail: **Carol.lynn@humboldtcountynv.gov**

**Fiscal Officer:**

Name: **Weston Noyes** Title: **Comptroller**  
 Address: **50 W. Fifth St.** City/Zip: **Winnemucca, NV 89445**  
 Phone: **775-623-6467** Fax:  
 E-mail: **Weston.noyes@humboldtcountynv.gov**

**Budget Summary:**

Planning	Training	Equipment	Operations	Total*
	<b>2,000</b>	<b>32,000</b>	<b>2,000</b>	<b>36,000</b>

**Round up total\* to the nearest dollar**

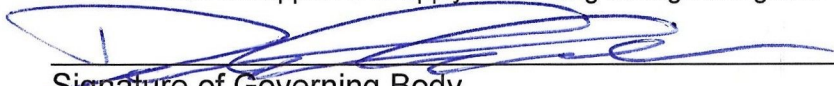
**LOCAL EMERGENCY PLANNING COMMITTEE APPROVAL:**

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.

*Carol Lynn* 3-6-2026  
**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.

 3/6/2026  
**Signature of Governing Body** **Date**

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

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**Humboldt County is a rural county encompassing approx. 10,000 square miles with major highways, rural roads, and rail lines throughout the county. Humboldt County LEPC is working to expand our response readiness for Hazmat incidents within the County.**

**Our rural location requires our first responders to make critical decisions that impact incidents such as Hazmat. The Hazmat equipment listed in this application will provide additional safety and support for first responding agencies addressing the needs of a Hazmat incident.**

**In the goal of improvement and enhancement of workflow efficiency for Hazmat incidents the need for the appropriate equipment and training is paramount. This equipment also provides the tools to improve the safety of all responders and the citizens of Humboldt County.**

**The goal of this grant application is to equip our first responders with the proper equipment to improve coordinated operations, response, and recovery for Hazmat incidents. An improved response can be accomplished through quality equipment and training targeted for Humboldt County Hazmat responses, including multiple agency responses and large or multi-operational period incidents.**

**The ability for responders to have the proper equipment is a safety priority of the Humboldt County LEPC.**

**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?

*Click inside gray box to begin typing*

**This grant will provide the opportunity to acquire self-contained breathing apparatus (SCBA) to replace units that are expired and to continue to protect our first responders in Hazmat incidents.**

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

<b>Training Costs:</b> Registration fees, per diem and travel costs should be included in this section			
<i>Course Title</i>	<i>Itemized Travel Expenses</i>	<i>Registration Fees</i>	<i>Amount Requested</i>
Responder training for hazmat materials	\$0	\$2,000	\$2,000
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Totals:</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$2,000</b>

**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

<b>Equipment Costs:</b>			
<i>Item</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Amount Requested</i>
<i>Itemized Equipment List will be attached totaling</i>			<i>Exact \$ from list</i>
G-1 Industrial SCAB	3	\$6,890	\$20,670
45-min 4500# G-1 SCBA Low Profile Cylinder	6	\$1,295	\$7,770
Large G-1 Facepiece with Nose cup	4	\$379	\$1,516
G-1 Rechargeable batter pack	3	\$375	\$1,125
G-1 SCBA Charging Station Kit	1	\$815	\$815
			\$0
			\$0
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			\$0
<b>Total Equipment Costs:</b>			<b>\$31,896</b>

## **Operations:**

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

<b>Operation Costs:</b>	
<i>Item</i>	<i>Amount Requested</i>
Operations	\$2,000
Clerical (up to 50% of the total operation award)	
<b>Total Operation Costs:</b>	<b>\$2,000</b>

## **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*

### **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*

**These funds will be allocated to include the development of exercises, purchase of materials, and fees or travel for LEPC members or responders to participate in education or trainings.**

### **Equipment -**

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**The SCBAs that will be funded by this grant will have the latest technology in breathing apparatus. These units will provide responder protection and the ability to complete their actions to meet the needs of the Hazmat incident. The mobility and safety provided by the SCBAs will enable responders to access difficult locations and challenging conditions. Additionally, the units acquired with this grant will be compatible with units owned by other responding agencies within the County enabling coordination of operations across agencies**

*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*

**These funds will be allocated to the hourly salary for the administrative work necessary to conduct the business of the LEPC. This will include the development of exercises, management of grant funds, training for LEPC members, collaboration with NV DEM and other partners, and travel to participate in meetings and trainings.**

## CERTIFIED ASSURANCES For LEPCs

### Grant Title: 2027 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 expenditure 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 expenditure 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 30** - for reporting period July 1 to September 30.  
**January 29** - for reporting period October 1 to December 31.  
**April 30** - for reporting period January 1 to March 31; and  
**June 30** - for reporting period April 1 to May 31.

- 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 # **27-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): DON KALKOSKE Title: COUNTY MANAGER

Signature: 

Date: 3/6/2026

**LOCAL EMERGENCY PLANNING COMMITTEE CHAIRMAN**

Name (print): CAROL LYNN Title: EMERGENCY MANAGER

Signature: 

Date: 3-6-26

Notice of Public Meeting  
Humboldt County Local Emergency Planning Committee Quarterly Meeting  
**Thursday, January 22, 2026**  
3:00 PM

Winnemucca Fire Station - 1078 E. Winnemucca Blvd, Winnemucca, NV 89445

This is the quarterly LEPC meeting - MINUTES

CALL TO ORDER – Meeting was called to order at 3:01pm

PUBLIC COMMENT – No public comment

DISCUSSION AND POSSIBLE ACTION

Approval of Minutes - October 30, 2025 – Minutes were distributed to all members along with the meeting invite for their review.

Motion for approval: Eric Silva

Second: Joe Dendary

INFORMATION ITEMS

County Emergency Operations Plan (EOP) update:

Sections ready for review: NOT FOR PUBLIC DISTRIBUTION

1. Evacuation planning
2. Incident Command positions
3. Initial questions
3. Recovery checklist
4. Response checklists
5. EOC (Emergency Operations Center) organization chart

Attachments for review:

[Evacuation Planning.pdf](#)

[Incident Command Positions.pdf](#)

[Initial Questions.pdf](#)

[Recovery Checklist.pdf](#)

[Responder Checklists.pdf](#)

[EOC org chart 2.pdf](#)

HAZMAT message responses – This is the text of the email that went out requesting interest in becoming a member of a County-wide HAZMAT team.

[First call for Hazmat Team interest.pdf](#)

EXERCISES, INCIDENTS, EVENTS

1. Orica - November NOx release – only one release this quarter
2. Tabletop planned for July 2026 - scenario TBD
3. Upcoming Training – Proposed HAZMAT training being offered by SERC – Proposed date in Winnemucca – April 25 – information will be sent to Pershing, Lander, Churchill, Elko, Eureka, Ft. McDermitt Tribe and Humboldt.

## SERC Trainings.pdf

GRANT INFORMATION – Proposals were presented to the Committee for both grants and voted on for approval:

FY27 SERC OPTE - Proposal topic - \$32,000 for purchase of 3 SCBA kits, \$2000 for training, and \$2000 for LEPC operational costs.

Motion for approval: Jace Edwards

Second: Sean Wilkin

FY27 UWS - Proposal topic – 3 License plate reader systems – includes \$21,539 for installation and \$11,399 for 5 year subscriptions – total of \$32,938

Motion for approval: Brian Aitken

Second: Eric Silva

Other grant opportunities:

Marigold donation committee has \$5000 grants available for community projects. A flyer with information was presented. The committee meets quarterly.

## FUTURE AGENDA ITEMS & NEXT MEETING DATE

Next meeting date: April 23, 2026 @ 3:00pm - Winnemucca Fire Station

PUBLIC COMMENT – No public comment

Motion to adjourn: Sean Wilkin

Second: Paige Brooks

Meeting adjourned at 3:37pm