

**State of Nevada
Emergency Response Commission**

OPTE Application

Operational, Planning, Training, and Equipment
Fiscal Year 2027

For State Agencies

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

Due Date: March 20, 2026

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

serc@dps.state.nv.us

(775) 684-7511

STATE EMERGENCY RESPONSE COMMISSION (SERC)

OPTE Application Kit

FY2027

For State Agencies

The SERC has developed this application kit as a template for state agencies to apply for the SERC Operation, Planning, Training, and Equipment allocation. Application and award of allocations 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 allocation.

The allocation project period is July 2026 through May 2027. Allocation funds will be distributed on a reimbursement basis. However, the state agency may request advance funding for expenses over \$2,000, policy 8.5

State agencies are eligible for funding through this allocation 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 agency would like to accomplish with the requested funds to prevent, mitigate and/or respond to hazardous materials incidents. Provide detailed proposed planning, training and equipment needs for the period July 2026 through May 2027.
- 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 allocation request shall be for no more than \$34,000.**

- IV. Budget Narrative** – 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 20, 2026:**

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.

APPLICATION CHECK SHEET

A COMPLETE APPLICATION MUST INCLUDE THE FOLLOWING

- Title Page
- Goals of this allocation
- Objectives of this allocation
- Line Item Budget
- Budget Narrative
- If Training – Brochure and GSA Rates
- Certified Assurances
- Compliance Certification (signed by Stage agency department head)
- Level of Response Questionnaire
- Electronic version e-mailed to SERC@dps.state.nv.us
- Copy of Hazardous Materials Emergency Response Plan

**The application must be delivered to this office or
postmarked by **March 20, 2027****

**STATE EMERGENCY RESPONSE COMMISSION
2027 OPTE APPLICATION
TITLE PAGE**

Applicant: **NEVADA STATE FIRE MARSHAL**

Address: **107 JACOBSEN WAY, CARSON CITY, NV 89711**

State Agency Project Manager:

Name: **ALEX KNAAK** Title: **ACTING STATE FIRE MARSHAL**

Address: **107 JACOBSEN WAY** City/Zip: **CARSON CITY 89711**

Phone: **755-684-7515** Fax: **775-684-7518**

E-mail: **aknaak@dps.state.nv.us**

State Agency Fiscal Officer:

Name: **JENNAFER JENKINS** Title: **ASOII**

Address: **107 JACOBSEN WAY** City/Zip: **CARSON CITY 89711**

Phone: **775-684-7509** Fax: **775-684-7518**

E-mail: **Jennafer.jenkins@dps.state.nv.us**

Budget Summary:

Planning	Training	Equipment	Total*
		\$34,000	\$34,000

Round up total* to the nearest dollar

AGENCY APPROVAL (Department head of state agency):

On behalf of the above named agency, I certify this agency has reviewed this allocation application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.



3/18/2026

Signature of Department Head of state agency
George Togliatti, Director

Date

Print Name and Title

PROJECT MANAGER APPROVAL (Chief/Administrator of division of the state agency):



3/18/26

Signature of Project Manager

Date

Print Name and Title
Alex Knaak, Acting State Fire Marshal

I. GOALS:

Tell the SERC what you want to accomplish with this allocation. **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

The Nevada State Fire Marshal Division seeks funding to purchase necessary equipment for a Mobile Incident Command Post to support responses to hazardous materials incidents across the State of Nevada. As incident volume increases and the use of specialized hazardous materials expands, emergency responses often require extended operational periods and enhanced coordination. This mobile command capability will provide the necessary on-scene resources to support personnel and manage incidents effectively within the National Incident Command System. Funding through this grant will enable the Division to deploy a flexible, mobile command platform that improves coordination, operational efficiency, and responder safety during hazardous materials incidents statewide.

II. OBJECTIVES:

How do you plan to achieve the goals listed above? Include specific uses of this allocation 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 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 purchase would equip the Nevada State Fire Marshal Division with specialized resources that support safe and effective hazardous materials incident management statewide. Hazardous materials incidents present significant risks to emergency personnel and the public. A Mobile Incident Command Post provides a secure and organized environment for managing incident information, monitoring conditions, and coordinating tactical operations. By improving command structure and communication, the platform will help reduce responder exposure risks, support safer tactical decisions, and strengthen the state's overall capability to prevent escalation and mitigate hazardous materials transportation incidents.

The Nevada State Fire Marshal Fiscal Officer will be completing the purchase of the equipment. Any excess costs beyond what the grant allocates will be paid by the Nevada State Fire Marshal Division.

The purchases will be implemented immediately to ensure the incident command trailer is fully outfitted to be used in the field as soon as possible.

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 other than conferences 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 allocation 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 the 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 **.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.*

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

Item	Quantity	Unit price	Amount requested
Battery pack	2	\$ 179.00	\$ 358.00
Dewalt Titanium Nitride Drill set	1	\$ 29.00	\$ 29.00
Drafting Chair	4	\$ 170.00	\$ 680.00
Computer Monitor	4	\$ 82.00	\$ 82.00
PHS Heavy Duty D Ring Hangers	1	\$ 13.00	\$ 13.00
Dewalt 20V Max LED Work Light With Stand	3	\$ 270.00	\$ 810.00
Dewalt 20V Max Ledworklight Pivot head handheld	4	\$ 53.00	\$ 212.00
Dewalt Tools 5 Tool Combo kit	1	\$ 640.00	\$ 640.00
Dewalt 20V Max Portable Fan Battery Powered	1	\$ 135.00	\$ 135.00
HDMI Cable 3-pack 6ft cable.	3	\$ 11.00	\$ 33.00
Dwealt DXAEPS14 2000 Peak Battery Amp 12V Automotive Battery Booster/Jumper	1	\$ 210.00	\$ 210.00
Laptops	5	\$ 600.00	\$ 3,000.00
Lynx Levelers 20pack	1	\$ 70.00	\$ 70.00
2pcs Magnetic RV Levelers with Screws Mounting and Magnetism.	1	\$ 5.00	\$ 5.00
Milwaukee Packout Rolling Modular Stackable	1	\$ 455.00	\$ 455.00
Clear Office Supply Container 6 Pack	1	\$ 22.00	\$ 22.00
Police Line do not Cross Tape 6 Pack	1	\$ 65.00	\$ 65.00
Surge Protector Power Strip Two Pack	3	\$ 12.00	\$ 36.00
Rubbermaid 24 Gal Lockable Storage 2 Pack	2	\$ 128.00	\$ 256.00
Rubbermaid 8 Gal Lockable Storage	4	\$ 50.00	\$ 200.00
SeeDevil 150 Watt LED Balloon Light Kit	1	\$ 450.00	\$ 450.00
Rhino USA Synthetic Soft Shackle Rope 2 Pack 1/2inch x 22 inch	2	\$ 60.00	\$ 120.00
Rhino USA Recovery Tow Strap 4"x 30'	1	\$ 62.00	\$ 62.00
Battife 28 Inches Traffic Safety Cones 8pack	1	\$ 108.00	\$ 108.00
Kingtool 325 Piece Home Repair took kit. General Tool Set	1	\$ 90.00	\$ 90.00
Ratcheting Wrench Set	1	\$ 56.00	\$ 56.00
Mini Fridge	1	\$ 563.00	\$ 563.00
Trailer Hitch	1	\$ 565.00	\$ 565.00
Gun Safe	1	\$ 1,029.00	\$ 1,029.00
Total			\$ 10,354.00

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 allocation 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 allocation 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 of declination from SFM. 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 -

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.

Click inside gray box to begin typing

The requested equipment is essential for the Nevada State Fire Marshal to effectively respond to hazardous materials incidents across the State of Nevada. Reliable radio equipment enables clear communication among multiple agencies working together to protect the public during large-scale incidents. Additionally, the tools and equipment for the incident command trailer will provide the department and division with critical resources to support incident coordination and mitigate threats throughout the state.

CERTIFIED ASSURANCES For State Agencies

Allocation Title: 2027 SERC Allocation

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 recipient assured 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 report 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 allocation period and expended by the final report date as stated in the allocation award cover letter.** Failure to submit proper reports pursuant to current policies may jeopardize future funding from the SERC.

- 1) **Request for advance:** May be requested only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote. Complete and submit a financial report form with the appropriate "request for advance" box checked.
- 2) **Report on expenditure of advance:** Show the actual expenditure of the advanced funds. Complete and submit a financial report form with the appropriate "report on expenditure of advance" box checked. This report is due **within 30 days** of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) **Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the allocation. Include a summary breakdown of expenses, copies of dated invoices, proof of payment and any other documents required by SERC policies. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a **match** in the appropriate line on the report form.

- 4) **Quarterly report required:** If there are no expenditures within the quarter, a report with an explanation of why and the plan for future expenditures is due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

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 expenditure, the allocation is closed, and no further reports are necessary. This report is due within 45 days after the end of the award period, or any time prior to the end of the award period if no further funds are spent.


- C) **EXERCISE REPORTS** – To be eligible for funding, the state agency 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 third year.
- D) **CHANGE REQUEST** – Allocation expenditures are authorized for the purposes set forth in this application, as approved in the allocation award, and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Request for 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 recipient assures, through the submission of the application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- F) The recipient 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 and internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- G) SERC will reimburse the recipient reasonable, allowable, allocable cost of performance, in accordance with current federal requirements, Nevada Revised Statute, Nevada Administrative Code, State Administrative Manual, SERC policies and any other applicable fiscal rules, not to exceed the amount specified at the total award amount.

- H) The recipient 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.
- I) The recipient 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 project period and shall be current and actual.
- J) The recipient assures funds made available under this allocation will not be used to supplant state or local funds.
- K) The recipient assures that it will comply with applicable federal cost principles and administrative requirements appropriate to the allocation as follows:
1. OMB Circular A-87, *Cost Principles for State, Local & Indian Tribal Governments*
 2. OMB Circular A-102, *Common Rule-Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*
 3. 28 CFR 66, *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*
 4. OMB Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*
- L) The recipient and its contractors assure 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.*


- M) 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 Allocation #27- **SERC**-__ - ____, awarded by the Nevada State Emergency Response Commission (and, if an HMEP allocation, 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 allocation, U.S. Department of Transportation)"
- N) The recipient fully understands the State Emergency Response Commission has the right to suspend, terminate or de-obligate funds to any recipient that fails to conform to the requirements or the terms and conditions of its allocation award.
- O) **LOBBYING** - No 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.
- P) 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.
- Q) 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.

The recipient acknowledges receipt of these Certified Assurances and hereby assures adherence to all the above conditions of an allocation award from the SERC.

AGENCY APPROVAL (Department head of state agency):

Name (print): George Togliatti Title: Director
 Signature:  Date: 3/18/2026

PROJECT MANAGER APPROVAL (Chief/Administrator of division of the state agency):

Name (print): Alex Krizan Title: Admin SFM
 Signature:  Date: 3/11/26

RETURN THIS SIGNED FORM WITH APPLICATION

STATE AGENCY COMPLIANCE CERTIFICATION

The following requirements **must be met** by State Agencies for compliance with federal and State laws and regulations, SERC policies and procedures. This checklist **must be completed**, signed and returned with the application.

A check mark in the squares on the left will indicate a YES response.

- Has the head of the State agency prioritized the request and signed the application and Certified Assurances?
- Has the agency identified which emergency response plan it operates under and what its role is in that plan?

What Plan? **Nevada DEM Emergency Response Plan**

Role in Plan? **Response**

- Has the agency identified its role, if any, in the State Hazardous Materials Emergency Response Plan?

Role in Plan? **Response**

- Has the agency reviewed and updated its hazardous materials emergency plan (or hazmat portion of the jurisdiction's "all hazards" plan), NRT-1A, 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 by January 31st?

Plan update –	Date: 1/21/26	Submitted: 3/21/26
NRT – 1A update –	Date: 1/21/26	Submitted: 3/21/26
Level of Response Questionnaire update –	Date: 1/21/26	Submitted: 3/21/26
Letter of Promulgation update –	Date: 1/21/26	Submitted: 3/21/26

- Have all required reports been submitted to the SERC which summarize the financial management of the active allocations?
- Has the agency 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?
- Has Agency read SERC policies?

Indicate the date of the most recent exercise:	1/21/26	Submitted: 3/21/26
Indicate the date of an incident report used in lieu of an exercise:		Submitted:

As head of the **Nevada State Fire Marshal/ DPS**
State Agency

I attest all information provided on this Compliance Certification is accurate



3/18/2026

State Agency Department Head Signature

Date

RETURN THIS SIGNED FORM WITH APPLICATION

Communications Interoperability Questionnaire

SERC policy 8.2 currently requires applications to fund communications equipment be in compliance with the Nevada State Communications Interoperability Plan. To assist in ensuring compliance with this plan, the following guideline questions have been developed. Complete this questionnaire for applications which include communications equipment.

1. Will the equipment requested be used in accordance with the Nevada State Communications Interoperability Plan (SCIP) and applicable Tactical Interoperability Communications Plan (TICP)?

Yes, the Harris radios being requested will be used in accordance with the Nevada State Communications Interoperability Plan and applicable Tactical Interoperability Communications Plan. They are going to be the same configuration as current in-car and portable radios that are currently in use and approved by the department to ensure successful communication amongst all agencies in the area.

All funded equipment must be intended for operation within the guidelines of the SCIP and its regional TICPs.

2. Does this request improve interoperable communications?

Yes, the Harris radios will provide advanced interoperability while on scene of complex incidents where the ICS trailer would be utilized across the state of Nevada to ensure adequate communication systems in place to be utilized by law enforcement and fire personnel.

Request must advance interoperability, not just provide equipment replacement or expansion. Intercommunication partner agencies beyond the applicant must be identified. Requests for narrowband in7 upgrades will not be considered.

3. Is the equipment requested legal for sale and operation within the jurisdiction and service intended?

Yes, Harris radios are legal within the state of Nevada's jurisdiction and service.

Radios must be FCC certified and/or type accepted for sale and use in the service intended.

4. Have all appropriate FCC licenses been issued to permit legal operation by this jurisdiction/agency?

Yes, the Nevada Department of Public Safety possesses the appropriate FCC certifications needed for the sale and use of Harris radios to ensure compliance with radio frequency standards.

Requestor must demonstrate a valid license for the requested radios, including specific notation for narrowband emission for any radios intended for voice communications.

5. Is the requested equipment P-25 capable?

Yes, Harris radios are P-25 compatible, designed for secure, interoperable communication in public safety and critical infrastructure.

Request must be for P-25 capable radios. Actual operation using the P-25 digital mode is not a requirement at this time. Radios that are P-25 "ready" do not qualify if the capability has not been installed.

6. Is the requested equipment complete and ready to use?

Yes, the Harris radios being requested will arrive complete and ready to use. The attached quote shows the radios will be ordered in the same configuration that match the current radios being used by the department.

Requested equipment must constitute a complete, functioning unit as purchased. No additional hardware, software or modifications should be necessary to operate the equipment when delivered. This does not mean a radio must be delivered to the requestor pre-programmed in the instance where the requestor has pre-existing programming and configuration tools.

State Agency Level of Response Questionnaire

The State Emergency Response Commission (SERC) is continuing to update its list of local response levels and capabilities. In doing so, we ask your cooperation in completing this brief questionnaire. The information will be shared with all Local Emergency Planning Committees (LEPCs) to help facilitate coordinated response efforts.

State Agency: **Nevada State Fire Marshal/DPS**

Date: **01/21/26**

Name of person completing this questionnaire: **Lt. Alex Knaak**

1. What is the State Agency's declared Level of Response? (mark all that apply)

Awareness

Operations

Technician

Is this level designated in the hazardous materials emergency response plan?

Yes

No

Does the agency respond at a higher level of response due to agreements with other entities?

Yes

No

2. How many responders are trained in accordance with the OSHA 1910.120 Standards?

(Refer to Question #1)

Awareness Level **6**

Operations Level

Technician Level

Incident Commander

Specialist Level

3. Is there any special training, not required under OSHA 1910.120 Standards, provided to first responders? If yes, please explain. (Example: Awareness Level personnel are trained in decontamination procedures.)

Awareness Level **6**

Operations Level

Technician Level

EXERCISE/INCIDENT & HAZARDOUS MATERIALS PLAN CHECKLIST

A Complete Exercise/Incident Must Include the Following

- Completed & Signed Exercise Reporting Form (choose only Exercise or Incident)
- Narrative Explaining the Event, to include:
 - How the Hazmat Materials Plan was used
 - What Corrective Actions, if any, were identified
 - Hazardous Materials used as part of the event
 - Event happened in previous calendar year

A Complete Hazmat Materials Plan Must Include the Following

- The Plan was reviewed within the last year, and:
 - The entire Plan has been updated or
 - Individual inserts have the date noting when the insert was updated
- LEPC Minutes approving the updated Plan
- Completed Level of Response Questionnaire
- Current Letter of Promulgation
- Current Contact List
- Current Equipment List
- Completed NRT-1A, to include:
 - Correct page numbers to match the Hazmat Materials Plan
- Level of Response is noted in the Plan
- Facilities List with Tier II facilities easily identified
Facility Reports have been created in the Online Hazmat Reporting System: All Facilities / Tier II Facilities
- Current Training Program and Schedule
- Current Exercise Program and Schedule

BEST PRACTICE WILL Include the Following

- Exercise/Incident Report – Corrective Actions from previous year exercise incorporated into this year's exercise
- Plan – Corrective Actions from Previous year exercise incorporated into the Plan updates
- Plan – Detailed information how emergency responder is to learn about/sign up for training

State Agency Level of Response Questionnaire

The State Emergency Response Commission (SERC) is continuing to update its list of local response levels and capabilities. In doing so, we ask your cooperation in completing this brief questionnaire. The information will be shared with all Local Emergency Planning Committees (LEPCs) to help facilitate coordinated response efforts.

State Agency: **Nevada State Fire Marshal/DPS**

Date: **01/21/26**

Name of person completing this questionnaire: **Lt. Alex Knaak**

1. What is the State Agency's declared Level of Response? (mark all that apply)

Awareness

Operations

Technician

Is this level designated in the hazardous materials emergency response plan?

Yes

No

Does the agency respond at a higher level of response due to agreements with other entities?

Yes

No

2. How many responders are trained in accordance with the OSHA 1910.120 Standards?

(Refer to Question #1)

Awareness Level **6**

Operations Level

Technician Level

Incident Commander

Specialist Level

3. Is there any special training, not required under OSHA 1910.120 Standards, provided to first responders? If yes, please explain. (Example: Awareness Level personnel are trained in decontamination procedures.)

Awareness Level **6**

Operations Level

Technician Level

Nevada State Police State Fire Marshal Division



Hazardous Material Response Plan

December 01, 2022

FOR OFFICIAL USE ONLY

NOTICE This document contains information pertaining to the deployment, mobilization and tactical operations of the Nevada State Fire Marshal Division (NSFM) in response to emergencies. It is exempt from disclosure under Nevada state law.

Hazardous Material Response Plan

Hazardous materials present a potential harm to employees resulting from exposure. To comply with Nevada law, the following represents the policy of the Nevada State Police, State Fire Marshal Division. Possible affected areas include the Stewart Facility Building at 107 Jacobsen Way. Approximately 100 people daily work within this location (this amount is likely to double while classes are taught on site).

Definition

Hazardous material includes, without limitation, hazardous material, a regulated substance, a pollutant, and a contaminant (NRS 459.429) Hazardous materials, hazardous substances, hazardous wastes and regulated substances identified in NRS 459.428, NRS 459.429, NRS 459.430, NRS 459.432 NRS 459.448, NRS 459.465 and NRS 459.7024 are hazardous materials.

Response

The State Fire Marshal under Incident Command System (ICS) would become the Incident Commander. The Safety Coordinator is the designated liaison between Emergency Management Systems and the State Fire Marshal Division.

Employees may encounter situations involving suspected hazardous materials, such as at the scene of a chemical spill or fire. When employees encounter a suspected hazardous material, certain steps should be taken for protection. The employees need to contact the Sworn State Fire Marshal (SFM) Staff at 911 or 4-7512 and inform them of the chemical spill. The the Sworn SFM Staff will be the first responders to the incident to assess the situation, evacuate the building, or direct the employees to a safe part of the building depending on the assessment made. The responder entering the area may require decontamination before he/she is allowed to depart the scene and should be evaluated by appropriate technicians and medical professionals for signs of exposure.

Department personnel who believe that they have been exposed to a hazardous material shall immediately report the exposure to a supervisor. Each exposure shall be documented by the employee in an employee memorandum that shall be forwarded through the chain of command to the State Fire Marshal. Should the affected employee be unable to document the exposure for any reason, it shall be the responsibility of the notified supervisor to complete the memorandum. Injury or illness caused or believed to be caused from exposure to hazardous materials shall be reported the same way as any other on-duty injury or illness in addition to an incident report.

When a supervisor has been informed that an employee has been exposed to a hazardous material, he/she shall ensure that immediate medical treatment is obtained and appropriate action is taken to lessen the exposure.

The sworn SFM staff will isolate the area to keep unwanted people from entering the area. The sworn SFM staff will contact the Carson City Fire Department for assistance, notify Capitol Police of the situation and conduct a cursory sweep of the evacuation area and staging area. Once the sweeps are complete the Incident Commander or his designee will meet with Fire personnel in the staging area. The Carson City Fire Department is the agency trained and equipped to properly respond and mitigate most hazardous materials.

Training

Each calendar year staff will have a refresher course on Hazmat Awareness and review the HMRP.

Each calendar year the Sworn Staff will have refresher training in EMT/ First Responder Medical Training. This will be to their highest level of training.

Every 2 calendar years / or when needed staff will go through a CPR certification/ re-certification.

Hazardous Material List

107 Jacobsen Way, Carson City, NV 89701

This location has no reportable levels of hazardous materials.

Spill Control Materials Inventory

Due to no reportable levels of hazardous materials, there are no on sight control materials.

Cleaning staff are equipped with personal protective equipment (PPE). All sworn staff are equipped with PPE for Hazmat Response.

A Carson City Fire Station is located within a mile of the facility. Fire Responders would support control measures.

NRT-1A Checklist
State Emergency Response Commission
Planning and Training Sub-Committee

County: **Carson City**

Date: **1/21/2026**

1. Identify facilities subject to TIER II reporting requirements and identify transportation routes.
Page # (s): **N/A**
2. Describe Emergency Response Procedures to be followed, on and off site.
Page # (s): **2-3**
3. Designation of Community Coordinator and Facility Coordinator(s) to implement the Plan.
Page # (s): **2**
4. Outline Emergency Notification Procedures.
Page # (s): **2**
5. Describe methods for determining probable affected areas and populations by releases.
Page # (s): **2**
6. Describe Emergency Equipment in the Community and at Facilities and the persons responsible for them.
Page # (s): **3**
7. Outline Evacuation Plans.
Page # (s): **2**
8. Provide a Training Program for Emergency Responders.
Page # (s): **3**
9. Provide methods and schedules for exercising Emergency Response Plans.
Page # (s): **3**

Remarks/Overall Comments:

Lt. Knaak

Reviewed By

1/21/26

Date

Promulgation

The Nevada State Fire Marshal maintains a high level of readiness to respond to both natural and man-made disasters and emergencies. Through a comprehensive program of integrated emergency management, all bureaus and divisions work collaboratively to ensure an effective response and facilitate a timely return to pre-disaster conditions.

This plan outlines the fundamental organizational structure for emergency management and establishes the concept of operations for coordinated response efforts. The Emergency Operations Plan (EOP) identifies the actions to be taken by the Nevada State Fire Marshal under a variety of emergency scenarios. In support of this framework, the Nevada State Fire Marshal is responsible for developing and maintaining supporting plans and procedures necessary to effectively fulfill assigned responsibilities when required.

The plan is intended for use by the response agencies in Nevada and incorporated into the Nevada State Comprehensive Emergency Management Plan and the Hazardous Materials Response Plan.

This plan will be reviewed and updated as necessary. All recipients are encouraged to notify the Nevada State Fire Marshal of any recommended changes or updates that may enhance the plan's effectiveness or improve its overall utility.

Approved By:

1/21/26

Date



Alex Knaak, Acting Nevada State Fire Marshal

1/21/26

Date



Connie Etchison, Safety Coordinator

Part III - Corrective Actions ****Required****

Narrative of use of Hazardous Materials Plan

The Nevada State Fire Marshal hazmat response was used in a tabletop exercise. The topic of discussion was if a wildland fire came through the Carson City area and traveled north towards Reno, what exposures would there be in addition to vaporized hazardous materials. A primary area of concern would be to locate hot zones. Also, how one would conduct an ICS situation, victim locations, responder locations and current safe zones.

Narrative of Corrective Actions

On 1/21/26, the Nevada State Fire Marshal conducted their yearly tabletop exercise to discuss NV SFM on site ICS capabilities. Both sworn and non-sworn personnel participated in the exercises with the SFM. The team discussed multiple situations that would help test the viability of the SFM HAZMAT response plan. For example, roles of sworn personnel focused on hot zones, isolation of hazmat materials, roles of supervisors, and first arriving personnel. Non-sworn staff worked closely to observe and evaluate what the proper procedures would be in a real life situation involving a HAZMAT incident.

Part VI - Signature

LEPC Chair Signature

LEPC Chair Name

Date