



WASHOE COUNTY

Integrity Communication Service

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CM/ACM	<u>JS</u>
Finance	<u>JB</u>
DA	<u>PL</u>
Risk Mgt	<u>N/A</u>
HR	<u>N/A</u>
Grants	<u>GE</u>

STAFF REPORT

BOARD MEETING DATE: June 27, 2017

DATE: June 1, 2017
TO: Board of County Commissioners
FROM: Aaron R. Kenneston, Emergency Management and Homeland Security
 (775) 337-5898, akenneston@washoecounty.us

THROUGH: Al Rogers, Director of Management Services

SUBJECT: Recommendation to approve a 2017 Emergency Management Performance Grant (EMPG) Letter of Intent stating that the Nevada Division of Emergency Management [is awarding \$170,877 for FY 2017]; retroactive from October 1, 2016 through March 31, 2018; [requires a \$170,877 match]; and allow the Comptroller’s Office to make the appropriate budget adjustments. (All Commission Districts.)

SUMMARY

This item recommends that the Board of County Commissioners approves the 2017 Emergency Management Performance Grant (EMPG) Letter of Intent stating that the Nevada Division of Emergency Management is awarding \$170,877 for FY 2016. The Board annually accepts the Emergency Management Performance Grant (EMPG). The State of Nevada, Division of Emergency Management (DEM) has provided this grant award to Washoe County for more than 15 years. The EMPG program provides funding to assist local governments to sustain and enhance all-hazards emergency management activities.

This grant is retroactive due to the federal government Continuing Resolution; and the grant is in a “hold pattern” due to federal grant system issues.

County Priority/Goal supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

June 28, 2016 – The Board of County Commissioners accepted a Letter of Intent for a 2016 Emergency Management Performance Grant (EMPG) from the State of Nevada, Division of Emergency Management for \$170,877.00 [with County match of \$170,877.00]; and directed the Comptroller’s Office to make the appropriate budget adjustments.

BACKGROUND

This grant provides funding for the Washoe County Emergency Manager position, consulting services for avalanche and weather advisory services, and supplies and operating expenses for the Regional Emergency Operations Center.

GRANT AWARD SUMMARY

Project/Program Name: *2017 Emergency Management Performance Grant*

Scope of the Project: *The EMPG program provides funding to assist local governments to sustain and enhance all-hazards emergency management capabilities.*

Benefit to Washoe County Residents: *The benefit of this funding is for emergency preparedness for the protection of life and property in the region from hazards and disasters.*

On-Going Program Support: *We will continue to seek grant funding to sustain the Emergency Management program.*

Award Amount: *\$170,877.00*

Grant Period: *October 01, 2016 through March 31, 2018*

Funding Source: *Department of Homeland Security*

Pass Through Entity: *Nevada Division of Emergency Management*

CFDA Number: *97.042*

Grant ID Number: *TBD*

Match Amount and Type: *\$95,289.65 – Provided by CC 155110; \$75,587.35 – Provided by WCSO CC 150680*

Sub-Awards and Contracts: *\$2,800 – Avalanche Service – TBD; \$50,000 – WebEOC Training TBD; \$20,000 – ICS Training Vendor TBD; \$18,588.50 – Vendor TBD – Emergency Management Plan Updates and/or Trainings for County Staff*

FISCAL IMPACT

This grant requires a 50% cost share (50% federal and 50% county match). The County will provide \$95,289.65 in CC 155110 and \$75,587.35 from WCSO CC 150680, total \$170,877.00.

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$170,877 in both revenues and expenditures in the following accounts:

Cost Object	G/L Account	Amount
Revenue:		
IO 11324	431100 – Federal Grant	170,877.00
Expenditures:		
IO 11324	701412 – Salary Adjustment	43,671.95
IO 11324	705360 – Benefit Adjustment	18,716.55
IO 11324	710100 – Professional Services	90,888.50
IO 11324	710334 - Copy Machine Expense	3,400.00
IO 11324	710350 – Office Supplies	5,000.00
IO 11324	710872 – Food Purchases	1,000.00
IO 11324	710508 – Telephone Land Lines	3,200.00
IO 11324	711210 - Travel	5,000.00

RECOMMENDATION

Staff recommends that the Board approve a 2017 Emergency Management Performance Grant (EMPG) Letter of Intent stating that the Nevada Division of Emergency Management is awarding \$170,877 for FY 2017; retroactive from October 1, 2016 through March 31, 2018; (requires a \$170,877 match); and allow the Comptroller’s Office to make the appropriate budget adjustments.

POSSIBLE MOTION

Should the Board agree with the staff’s recommendation, a possible motion could be:

“I move to approve 2017 Emergency Management Performance Grant (EMPG) Letter of Intent stating that the Nevada Division of Emergency Management is awarding \$170,877 for FY 2017; retroactive from October 1, 2016 through March 31, 2018; (requires a \$170,877 match); and allow the Comptroller’s Office to make the appropriate budget adjustments.

Brian Sandoval
Governor



James M. Wright
Director

Caleb S. Cage
Chief

**Nevada Division of Emergency Management
Homeland Security**
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Carson City, Nevada 89701
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June 15, 2017

Mr. Aaron R. Kenneston, CEM
Washoe County Emergency Management
5195 Spectrum Blvd.
Reno, NV 89512

**RE: Letter Of Intent to Award Federal Fiscal Year 2017 Emergency Management
Performance Grant Funds**

Dear Mr. Kenneston:

This letter is to inform you of the Nevada Division of Emergency Management's (NDEM) intention of awarding the Fiscal Year 2017, Emergency Management Performance Grant (EMPG) award in the amount of \$170,877.00.

The grant performance period will be October 1, 2016, through March 31, 2018. The performance period for the personnel category will be October 1, 2016, through September 30, 2017. The grant performance period is a condition of the upcoming grant award. All grant expenditures and reporting must be completed by the end of the grant performance period, as stated above, to receive reimbursement. All jurisdictions *must* be compliant with the following criteria:

- Must employ an Emergency Manager (full or part-time)
- Have an Emergency Operations Plan (EOP), updated at least once every two years.
- Have legally adopted NIMS.
- Must have appointed an Emergency Management Function.
- Annual participation with the State Threat and Hazard Identification and Risk Assessment (THIRA).
- All EMPG Program funded personnel shall complete the following training requirements and record proof of completion: National Incident Management System (NIMS) Training, IS 100, IS 200, IS 700, and IS 800.

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- All EMPG funded personnel shall participate in no fewer than three exercises in a 12-month period.
- A FEMA approved Hazard Mitigation Plan is required for all sub-grantees

As indicated in the application, Washoe County Emergency Management will complete the following program activities:

- Personnel
- Consultant/Contract
- Travel
- Supplies/Operating
- Equipment
- Training/Exercise

This letter of intent is to assist local and tribal jurisdictions work through their internal grant approval process, as well as the close of the fiscal year.

The Federal Fiscal Year 2017 EMPG grant is currently in a "hold pattern" due to late release of Federal grant programs. NDEM does not have a date when the FFY2017 EMPG grant will be approved by the Federal Emergency Management Agency (FEMA).

If you have any questions, or if we can be of assistance, please contact Sonja Williams, Grant Supervisor, Nevada Division of Emergency Management, at (775) 687-0388.

Best Regards,

Justin Luna, Fiscal Manager
on behalf of Chief Cage



Caleb S. Cage

CSC/ka/lw