

REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM

TRIAD CHIEFS MEETING

Draft Meeting Minutes

March 5, 2025 @ 9:00am

3663 Barron Way – Executive Conference Room

Interim Fire Chief Dale Way	Truckee Meadows Fire Protection District (TMFPD)
Division Chief Joe Kammann	TMFPD (Alternate)
Fire Chief David Cochran	Reno Fire Department (RFD)
Operations Chief John Mandell	RFD (Alternate)
Fire Chief Walt White	Sparks Fire Department (SFD)
Division Chief Derek Keller	SFD (Alternate)
Division Chief Nick Klaich	TRIAD Hazmat Coordinator
Michael Large	Washoe County Deputy Attorney (WCDA)
Sandy Francis	TMFPD

Item #1 – The Triad Chiefs meeting was called to Order at 9:00 am

Item #2 – Roll Call and Introductions, determination of Quorum – Chief White, SFD – Absent, Chief Keller, SFD – Present as alternate for Chief White, Chief Cochran, RFD – present, Chief Way, TMFPD – present, Michael Large, WCDA - present, Sandy Francis, TMFPD – present.

Item #3 – Public Comment: There was no public comment

Item #4—Approval of the April 25, 2024, and May 25, 2024 Regional Hazardous Materials Response Team TRIAD Chiefs Meeting minutes: There was no public comment on this item. Chief Cochran made a motion to approve the minutes as presented, which was seconded by Chief Way. The motion passed unanimously.

Item #5 – Acceptance of the Regional Hazardous Materials Response Team TRIAD Financial Reconciliation Report dated February 6, 2025. FOR POSSIBLE ACTION. City of Sparks Fire Captain Patocka from the City of Reno Fire Department and Division Chief Klaich from the City of Sparks Fire Department both requested that future reconciliation reports include more detail about what was being purchased. There was no public comment on this item. Chief Cochran made a motion to approve the minutes as presented, which was seconded by Chief Way. The motion passed unanimously.

Item #6 – HazMat Coordinator Report – Chief Klaich went over the items provided within his report. Chief Klaich showed an example of new training videos that have been uploaded to Target Solutions for everyone's use. His next update was a brief review of his training and education hours, and to keep the TRIAD chiefs informed of how his time has been spent on a monthly basis. Chief Keller asked for a definition of “primary” and “assistant” on the hours report. Klaich advised that it identify whether he was the primary instructor or was instructing as an assistant. All the hours listed are hours he is physically present. Chief Cochran asked for a breakdown of student hours and hours taught to clarify, as the current hours indicate total student hours. Chief Way asked if everyone on the team is up to date with their training. Klaich advised that this was one of his goals, and that in addition to training hours, he is also tracking OSHA required training and training required in the HazMat Operating Guideline. He showed a report

that indicates where training hours have not been met; however, most of those deficiencies have already been corrected. In addition, certificates will be issued with each training to help track and verify that training has been completed for any possible audits.

Chief Klaich then identified an upcoming Tank Car Specialist training. He referenced the packet within the agenda and advised that the cost of the training is being paid for through a grant by and through Trans Care/ Pacific Union. The total estimated cost for this upcoming training is \$87,000. He has spoken with the Hazmat Operations Chiefs from each department, and each department will be responsible for overtime for their members who attend on their own time. He also advised that one of the training days is closed to the media, and elected officials can attend and ask questions. Klaich also advised that there will be 26 total personnel attending this training from our three agencies.

Chief Klaich also advised about upcoming radiation training in April 2025.

Item # 7 – Recommendation to review and approve an outline of the differences between routine hazardous material training and specialty hazardous material training, and to set a guideline for qualifiable backfill reimbursement from the Regional Hazardous Material Response Team. Chief Keller asked if there was any additional information that was not provided within the staff report. Chief Klaich advised that this staff report was a guideline for him to identify where monies from the TRIAD account can be used to pay for backfill and OT. Chief Cochran wanted to clarify that he was asking for a guideline and not automatic approval. Klaich advised that he would, regardless of the \$5,000 threshold, keep the TRIAD Chiefs updated through email. After a discussion on what the staff report was seeking, it was decided that the item would be tabled and brought back with more detail and clarification on the difference between required and specialty training.

Chief White arrived

Item #8 – Recommendation to approve sending fifteen (15) Regional Hazardous Materials Response Team members to the Continuing Challenge HazMat Conference located in Sacramento, California, at an estimated amount not to exceed \$21,000. Chief Klaich advised that this is a great conference and is known throughout the country. In the past, an HMGP grant has paid for the tuition; however, this grant is not being allocated this year. After consultation with Aaron Wike (fiscal for TRIAD), he felt that TRIAD would pay for the training and travel expenses and that each agency would be responsible for the employees' time and any backfill. There was no public comment on this item. Chief Cochran made a motion to approve the minutes as presented, which was seconded by Chief Way. The motion passed unanimously.

Item #9 – Recommendation to approve a proposal from HazMat Sigma, LLC in the amount of \$13,980 to conduct and provide an assessment of 9 days of training for the Regional Hazardous Materials Response Team and authorize payment upon receipt of invoice/s. Chief Klaich advised that this company has been providing this training for the Hazmat team in past years, and because he is a former City of Reno Fire Department employee, he offers the training at a third of the cost of what he and others charge for this training. Chief Keller verified that this was an

annual contract. There was no public comment on this item. Chief Cochran made a motion to approve the minutes as presented, which was seconded by Chief Way. The motion passed unanimously.

Item #10 – Recommendation to approve the purchase of a replacement emergency Vetter Bag system and accessories from Diamond Back Fire & Rescue, Inc. in the amount of \$10,694.40 to stop leaks quickly from pipes, plumbing manifolds, valves, and much more during Regional Hazardous Materials Response Team calls and authorize payment upon receipt. Chief Klaich explained what the Vetter Bags were used for and that the Hazmat Teams' current ones are out of compliance. The Hazmat Team did have one fail at a recent training. These are used in real incidents, and with the grants drying up, the cost would be the TRIAD's responsibility. Chief Keller verified that training is scheduled for these newer bags. There was no public comment on this item. Chief Way made a motion to approve the minutes as presented, which was seconded by Chief Cochran. The motion passed unanimously.

Item #11 – Public Comment: There was no public comment

Item #12 – TRIAD Chief's announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. Chief White advised that he had met with the Clark County Fire Chief and discussed the TRIAD participation with Nevada Task Force One. He requested that this item be brought back for discussion at a future agenda.

Meeting was adjourned.

REGIONAL HAZ MAT TEAM (00100-3110-1011)							
PROJECT CODE: A009001-00001							
Revenues & Expenditures (Calculation of Interest Earnings - Reported at Fiscal Year End)							
FY 24-25 TRIAD BALANCE SHEET - 7/1/24 through 6/30/25							
						FY 24-25 Starting Balance	\$ 113,700.63
Number	Number-	INVOICE DATE	DESCRIPTION	RC'D	EXPENDITURES	TO DATE	BALANCE
			City of Reno - Contribution - Operating Budget	\$ 64,000.00			\$ 177,700.63
			City of Sparks - Contribution	\$ -			\$ 177,700.63
			Truckee Meadows FPD - Contribution	\$ -			\$ 177,700.63
21334	2025-00001465	08/23/2024	HAZMAT RESOURCE INC		377.00	377.00	\$ 177,323.63
30250084	2025-00004372	12/06/2024	SAFEWARE INC		68.24	445.24	\$ 177,255.39
	2025-00004373	12/06/2024	SAFEWARE INC		(68.24)	377.00	\$ 177,323.63
30250159	2025-00004372	12/06/2024	SAFEWARE INC		637.94	1,014.94	\$ 176,685.69
	2025-00004373	12/06/2024	SAFEWARE INC		(637.94)	377.00	\$ 177,323.63
30251975	2025-00004806	12/13/2024	SAFEWARE INC		1,342.07	1,719.07	\$ 175,981.56
	2025-00004807	12/13/2024	SAFEWARE INC		(1,342.07)	377.00	\$ 177,323.63
30252700	2025-00004806	12/13/2024	SAFEWARE INC		626.29	1,003.29	\$ 176,697.34
	2025-00004807	12/13/2024	SAFEWARE INC		(626.29)	377.00	\$ 177,323.63
30260440	2025-00005217	01/03/2025	SAFEWARE INC		1,732.06	2,109.06	\$ 175,591.57
	2025-00005218	01/03/2025	SAFEWARE INC		(1,732.06)	377.00	\$ 177,323.63
30262297	2025-00005658	01/17/2025	SAFEWARE INC		2,773.57	3,150.57	\$ 174,550.06
	2025-00005659	01/17/2025	SAFEWARE INC		(2,773.57)	377.00	\$ 177,323.63
30265413	2025-00006088	01/31/2025	SAFEWARE INC		674.46	1,051.46	\$ 176,649.17
	2025-00006089	01/31/2025	SAFEWARE INC		(674.46)	377.00	\$ 177,323.63
30274222	2025-00007335	03/14/2025	SAFEWARE INC		224.82	601.82	\$ 177,098.81
30280783	2025-00008514	04/25/2025	SAFEWARE INC		461.12	1,062.94	\$ 176,637.69
30286038	2025-00009100	05/16/2025	SAFEWARE INC		2,317.10	3,380.04	\$ 174,320.59
30286521	2025-00009327	05/23/2025	SAFEWARE INC		463.42	3,843.46	\$ 173,857.17
30286973	2025-00009327	05/23/2025	SAFEWARE INC		916.80	4,760.26	\$ 172,940.37
30288624	2025-00009443	05/30/2025	SAFEWARE INC		959.26	5,719.52	\$ 171,981.11
42155	2025-00008691	05/02/2025	HAZMAT RESOURCE INC		13,915.55	19,635.07	\$ 158,065.56
	2025-00008692	05/02/2025	HAZMAT RESOURCE INC		(13,915.55)	5,719.52	\$ 171,981.11
44400448	2025-00000957	08/09/2024	LINDE GAS & EQUIPMENT INC		61.20	5,780.72	\$ 171,919.91
44988220	2025-00001989	09/13/2024	LINDE GAS & EQUIPMENT INC		42.15	5,822.87	\$ 171,877.76
46132002	2025-00004090	11/27/2024	LINDE GAS & EQUIPMENT INC		41.40	5,864.27	\$ 171,836.36
46708289	2025-00004806	12/13/2024	LINDE GAS & EQUIPMENT INC		42.15	5,906.42	\$ 171,794.21
47826200	2025-00006501	02/14/2025	LINDE GAS & EQUIPMENT INC		43.08	5,949.50	\$ 171,751.13
48375869	2025-00007335	03/14/2025	LINDE GAS & EQUIPMENT INC		43.08	5,992.58	\$ 171,708.05
48931396	2025-00008011	04/11/2025	LINDE GAS & EQUIPMENT INC		40.74	6,033.32	\$ 171,667.31
49532539	2025-00009100	05/16/2025	LINDE GAS & EQUIPMENT INC		43.08	6,076.40	\$ 171,624.23
71817017	2025-00005514	01/10/2025	LINDE GAS & EQUIPMENT INC		42.30	6,118.70	\$ 171,581.93

REGIONAL HAZ MAT TEAM (00100-3110-1011)							
PROJECT CODE: A009001-00001							
Revenues & Expenditures (Calculation of Interest Earnings - Reported at Fiscal Year End)							
81074901-02	2025-00002453	09/27/2024	RS HUGHES CO INC		588.09	6,706.79	\$ 170,993.84
81094072-00	2024-00009317	07/26/2024	RS HUGHES CO INC		848.07	7,554.86	\$ 170,145.77
81096997-00	2025-00001989	09/13/2024	RS HUGHES CO INC		1,026.57	8,581.43	\$ 169,119.20
81146565-00	2025-00002789	10/11/2024	RS HUGHES CO INC		1,483.32	10,064.75	\$ 167,635.88
81154277-01	2025-00002209	09/20/2024	RS HUGHES CO INC		1,163.60	11,228.35	\$ 166,472.28
81164142-00	2025-00002789	10/11/2024	RS HUGHES CO INC		949.50	12,177.85	\$ 165,522.78
81178766-01	2025-00002789	10/11/2024	RS HUGHES CO INC		801.38	12,979.23	\$ 164,721.40
81178766-02	2025-00004017	11/22/2024	RS HUGHES CO INC		565.38	13,544.61	\$ 164,156.02
81202576-00	2025-00004017	11/22/2024	RS HUGHES CO INC		2,255.76	15,800.37	\$ 161,900.26
81333259-00	2025-00006088	01/31/2025	RS HUGHES CO INC		949.50	16,749.87	\$ 160,950.76
81415872-00	2025-00007077	03/07/2025	RS HUGHES CO INC		192.20	16,942.07	\$ 160,758.56
81421100-00	2025-00007511	03/21/2025	RS HUGHES CO INC		1,660.20	18,602.27	\$ 159,098.36
9255545130	2025-00002453	09/27/2024	GRAINGER		32.54	18,634.81	\$ 159,065.82
9283965896	2025-00004090	11/27/2024	GRAINGER		412.02	19,046.83	\$ 158,653.80
9333054709	2025-00004806	12/13/2024	GRAINGER		2,338.48	21,385.31	\$ 156,315.32
9336287413	2025-00005144	12/27/2024	GRAINGER		1,173.80	22,559.11	\$ 155,141.52
9366063700	2025-00005658	01/17/2025	GRAINGER		75.20	22,634.31	\$ 155,066.32
IN2108053	2025-00001989	09/13/2024	MES SERVICE COMPANY LLC		24.40	22,658.71	\$ 155,041.92
IN2184828	2025-00005866	01/24/2025	MES SERVICE COMPANY LLC		551.22	23,209.93	\$ 154,490.70
IN2189848	2025-00006088	01/31/2025	MES SERVICE COMPANY LLC		1,816.96	25,026.89	\$ 152,673.74
IN2229579	2025-00008284	04/18/2025	MES SERVICE COMPANY LLC		8,659.05	33,685.94	\$ 144,014.69
	2025-00008285	04/18/2025	MES SERVICE COMPANY LLC		(8,659.05)	25,026.89	\$ 152,673.74
IN2236499	2025-00008514	04/25/2025	MES SERVICE COMPANY LLC		116.00	25,142.89	\$ 152,557.74
None	2025-00003530	10/24/2024	SAFEWARE INC		3,349.00	28,491.89	\$ 149,208.74
	2025-00005033	12/19/2024	SAFEWARE INC		2,773.57	31,265.46	\$ 146,435.17
	2025-00005366	01/06/2025	SAFEWARE INC		1,732.06	32,997.52	\$ 144,703.11
	2025-00006818	02/25/2025	MES SERVICE COMPANY LLC		8,659.05	41,656.57	\$ 136,044.06
	2025-00008004	04/09/2025	HAZMAT RESOURCE INC		13,915.55	55,572.12	\$ 122,128.51
			FINAL RECONCILIATION PENDING FROM CITY FINANCE		Current Balance as of	6/9/2025	\$ 122,128.51

REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM TRIAD CHIEFS MEETING

COORDINATOR REPORT

Meeting Date: August 5, 2025

TO: Regional Hazardous Materials Response Team Triad Chiefs
FROM: Nick Klaich, Division Chief, City of Sparks Fire Department
SUBJECT: Quarterly Regional Hazmat Team Report

1. Education and Response Report (Attached).
2. Training
 - a. 26 team members completed the “Tank Car Specialist” course in Sparks from May 28 through June 1, 2025. Union Pacific wants to bring this back next year.





- b. 13 Students attended an IFSAC-certified HazMat Awareness Class on June 24, 2025, through the State Fire Marshals' Office, instructed by Division Chief Klaich (DC Klach). (This class was requested by Reno Fire Department Fire Marshal Beck). Student breakdown included eight Fire Prevention Personnel from Reno Fire and 2 City of Sparks Fire.
- c. Northern Nevada Public Health in coordination with community partners hosted a Beta Burn on July 22, 2025. This training is a radiation tabletop exercise focused on the response and coordination of first responders in the first 100 minutes of a radiological incident.



- d. DC Klaich attended and served as the liaison between regional partners and the Department of Energy for a Radiation Specialist course. This one-week class was held in Carson City.
 - e. The Vassar Street Post Office hosted a presentation of its Anthrax detection system. DC Klaich created a video highlighting the procedures and a command guide to assist BCs was created.
 - f. July and August trainings will be virtual. The education requirements, based on our operations manual, are in the attachment.
 - g. Combined training with the Water Entry Team and the Hazmat team in September. All BCs and DCs are required to attend. Discussion regarding regional involvement in spill responses.
3. Update on Education opportunities for DC Klaich's continued education. Train-the-trainer models may serve the team better in the next year.
 4. The City of Sparks will be accepting a donation of a boom trailer for the Regional Hazardous Materials Team exclusive use from the Truckee Fire Department.



5. A liquid Hydrogen fuel station will be added to the Reno RTC yard located at 7th street and Sutro. The target launch is the fall of 2025. DC Klaich will discuss how this training will be disseminated to the area. Please encourage prevention staff to share this information in the future so training can be prepared and shared.

6. Grants

A Homeland Security Grant is in progress through the City of Reno staff and DC Klaich. This will cover consumables estimated at \$22,000, including replacing chemical protective clothing and bio-detection testing kits.

<i>Date</i>	<i>Topic</i>	<i>Location</i>	<i>Class times/hours</i>	<i>Students</i>	<i>Primary or assistant</i>	<i>Total hours delivered</i>
3/10/25	Radiation TECH	RTC 218	9-11 & 130-330	22	Primary	2 - (44 student hours)
3/11/25	Radiation TECH	RTC 218	9-11 & 130-330	24	Primary	2 - (48 student hours)
3/13/25	Radiation TECH	RTC 218	9-11 & 130-330	16	Primary	2 - (32 student hours)
04/01/25	Radiation Seminar	RTC 101	9-12noon	32	Primary	3 - (96 student hours)
04/14/25	Youth Fentanyl	Sparks station one	630pm-830pm	60	Primary	2 - (120 student hours)
04/21/25	Rail Operations	RTC 218 and tank props	9-11 & 130-330	18	Primary	3 (54 student hours)
04/22/25	Rail Operations	RTC 218 and tank props	9-11 & 130-330	27	Primary	3 (81 student hours)
04/24/25	Rail Operations	RTC 218 and tank props	9-11 & 130-330	23	Primary	3 (46 student hours)
4-28 to 5/1	Rail Specialist	UP Yard	30-hour weekly total	30	Facilitator	30 (840 student hours)
05/05/25	Intermodal management	RTC 218 and drill grounds	9a to 11:30 & 130p to 4p	17	Assistant	2.5 (42.5 student hours)
05/06/25	Intermodal management	RTC 218 and drill grounds	9a to 11:30 & 130p to 4p	22	Assistant	2.5 (55 student hours)
05/08/25	Intermodal management	RTC 218 and drill grounds	9a to 11:30 & 130p to 4p	19	Assistant	2.5 (47.5 student hours)
06/02/25	Hazmat Safety Officer/ RAE	RTC 218	9a to 11:30 & 130p to 4p	23	Primary	2 (46 student hours)
06/03/25	Hazmat Safety Officer/ RAE	RTC 218	9a to 11:30 & 130p to 4p	19	Primary	2 (38 student hours)
06/05/25	Hazmat Safety Officer/ RAE	RTC 218	9a to 11:30 & 130p to 4p	23	Primary	2 (46 student hours)
06/24/25	Hazmat Awareness	Reno Station 11	8am to 6:30pm	13	Primary	10.5 (136.5 student hours)

REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM TRIAD CHIEFS MEETING

STAFF REPORT

Meeting Date: August 5, 2025

TO: Regional Hazardous Materials Response Team Triad Chiefs
FROM: Nick Klaich, Division Chief, City of Sparks Fire Department
SUBJECT: Discussion and possible action to ratify the purchase of two HazCat Kits, which aid in the identification of unknown substances at a cost of \$6,870 for each kit, and eight manuals used for training and field use at a cost of \$107 per manual for a total cost not to exceed \$14,596. FOR POSSIBLE ACTION

SUMMARY

This item is to retroactively ratify the approval for the purchase of two HazCat Kits, which aid in the identification of unknown substances, and eight manuals used for training and field use, for a total cost of \$14,596.

PREVIOUS ACTION

None

BACKGROUND

The Operations Committee identified a need to replace two of the Regional Hazardous Materials Response Teams (Hazmat Team) existing hazcat kits, as well as several corresponding instruction manuals. These kits assist with identifying unknown substances and will replace existing kits and manuals that are over ten years old. They will be placed on Sparks Fire Department Hazmat 1 Engine and Reno Fire Department Hazmat Engine 11. Truckee Meadows Fire Protection District Hazmat Engine 44 has a kit that was purchased more recently and does not require replacement at this time.

As the TRIAD Chiefs do not meet monthly, the kits were purchased with their approval via Email (the email approvals are attached). This staff report is to ratify that approval and to place it on public record.

FISCAL IMPACT

The total cost of the items is \$14,596; sufficient funds exist with the TRIAD Account.

RECOMMENDATION

It is recommended that the purchase of two HazCat Kits, which aid in the identification of unknown substances, be ratified at a cost of \$6,870 each, and eight manuals used for training and field use at a cost of \$107 per manual, for a total cost not to exceed \$14,596.

POSSIBLE MOTION

If the TRIAD Chiefs agree with the recommendation, a possible motion can be:

“I move to approve and ratify the purchase of two HazCat Kits, which aid in the identification of unknown substances at a cost of \$6,870 for each kit, and eight manuals used for training and field use at a cost of \$107 per manual for a total cost not to exceed \$14,596.”



SPARKS FIRE DEPARTMENT

FIRE CHIEF
Walt White

April 1, 2025
Nick Klaich
Division Chief
TRIAD HazMat Coordinator
nklaich@cityofsparks.us

TRIAD Chiefs,

The Operations Committee would like to replace two of our existing HazCat kits as well as several of our instruction manuals. We use these kits to assist with identifying unknown substances. These items will replace existing kits and manuals that are over ten years old. They will be placed on SFD Hazmat 1 and RFD Haz 11. TMFPD has a kit that was purchased more recently and does not require replacement at this time.

The kits are \$6,870 per unit and the manuals are \$107 per unit. The total cost for two kits and eight manuals is \$14,596. The order will be processed through Reno Fire Logistics and the proper purchasing guidelines will be followed.

I am asking each of you to approve this purchase request. If approved, the kits will be purchased and a staff report outlining the conditions above will be presented to be retroactively approved at the next TRIAD Chief's meeting.

Thank you,
Nick Klaich

From: [Way, Dale](#)
To: [Francis, Sandy](#); wwhite@cityofsparks.us; [David Cochran](#)
Cc: [Kammann, Joseph R](#); [John Mandell](#); [Derek Keller External Contact](#); [Nick Klaich](#)
Subject: RE: TRIAD CHIEF Approval of Haz Cat Kit Needed
Date: Thursday, April 3, 2025 4:03:19 PM
Attachments: [image003.png](#)

Approved.

Dale Way

Interim Fire Chief / CEO – Fire Marshal | Truckee Meadows Fire & Rescue

dway@tmfspd.us | Office: 775.326.6000

3663 Barron Wy, Reno, NV 89511



From: Francis, Sandy <sfrancis@tmfspd.us>
Sent: Wednesday, April 2, 2025 11:13 AM
To: wwhite@cityofsparks.us; [David Cochran <cochrand@reno.gov>](mailto:cochrand@reno.gov); [Way, Dale <DWay@tmfspd.us>](mailto:DWay@tmfspd.us)
Cc: [Kammann, Joseph R <JKammann@tmfspd.us>](mailto:JKammann@tmfspd.us); [John Mandell <mandellj@reno.gov>](mailto:mandellj@reno.gov); Derek Keller External Contact <dkeller@cityofsparks.us>; [Nick Klaich <nklaich@cityofsparks.us>](mailto:nklaich@cityofsparks.us)
Subject: TRIAD CHIEF Approval of Haz Cat Kit Needed

Chief's,

Please see the attached letter requesting approval to purchase 2 HazCat Kits at a total purchase price of \$14,596. If you have any questions, please feel free to reach out directly to either your HazMat Ops Chief or Chief Klaich.

Please respond to this email with "Approved" or "Not Approved"

If it is approved, I will prepare a ratification of the approval at the next official TRIAD Chief meeting.

Sandy Francis

Administrative Assistant | Truckee Meadows Fire & Rescue

sfrancis@tmfspd.us | Office: 775.328-6124 | Cell: 775.741-6402

3663 Barron Way, Reno, NV 89511

From: [David Cochran](#)
To: [Francis, Sandy](#); wwhite@cityofsparks.us; [Way, Dale](#)
Cc: [Kammann, Joseph R](#); [John Mandell](#); [Derek Keller External Contact](#); [Nick Klaich](#)
Subject: Re: TRIAD CHIEF Approval of Haz Cat Kit Needed
Date: Wednesday, April 2, 2025 12:29:12 PM
Attachments: [image001.png](#)

This Message Is From an External Sender

This message came from outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.

[Report Suspicious](#)

Approved by RFD.



David Cochran

Fire Chief

(775) 333-7770

CochranD@reno.gov

1 E. First St., Reno, NV 89501

[Reno.Gov](#) | **Connect with us:** ☐ ☐ ☐ ☐ ☐

From: Francis, Sandy <sfrancis@tmfspd.us>

Sent: Wednesday, April 2, 2025 11:12 AM

To: wwhite@cityofsparks.us <wwhite@cityofsparks.us>; David Cochran <CochranD@reno.gov>; Way, Dale <DWay@tmfspd.us>

Cc: Kammann, Joseph R <JKammann@tmfspd.us>; John Mandell <MandellJ@reno.gov>; Derek Keller External Contact <dkeller@cityofsparks.us>; Nick Klaich <nklaich@cityofsparks.us>

Subject: TRIAD CHIEF Approval of Haz Cat Kit Needed

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Sandy Francis

Administrative Assistant | Truckee Meadows Fire & Rescue

sfrancis@tmfpd.us | Office: 775.328-6124 | Cell: 775.741-6402

3663 Barron Way, Reno, NV 89511



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From: [White, Walt](#)
To: [David Cochran](#); [Francis, Sandy](#); [Way, Dale](#)
Cc: [Kammann, Joseph R](#); [John Mandell](#); [Derek Keller External Contact](#); [Klaich, Nick](#)
Subject: Re: TRIAD CHIEF Approval of Haz Cat Kit Needed
Date: Wednesday, April 2, 2025 1:54:55 PM
Attachments: [image001.png](#)

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From: David Cochran <CochranD@reno.gov>
Sent: Wednesday, April 2, 2025 12:28:53 PM
To: Francis, Sandy <sfrancis@tmfpd.us>; White, Walt <wwhite@cityofsparks.us>; Way, Dale <DWay@tmfpd.us>
Cc: Kammann, Joseph R <JKammann@tmfpd.us>; John Mandell <MandellJ@reno.gov>; Keller, Derek <dkeller@cityofsparks.us>; Klaich, Nick <nklaich@cityofsparks.us>
Subject: Re: TRIAD CHIEF Approval of Haz Cat Kit Needed

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Approved by RFD.



David Cochran

Fire Chief

(775) 333-7770

CochranD@reno.gov

1 E. First St., Reno, NV 89501

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From: Francis, Sandy <sfrancis@tmfspd.us>

Sent: Wednesday, April 2, 2025 11:12 AM

To: wwwhite@cityofsparks.us <wwwhite@cityofsparks.us>; David Cochran <CochranD@reno.gov>; Way, Dale <DWay@tmfspd.us>

Cc: Kammann, Joseph R <JKammann@tmfspd.us>; John Mandell <MandellJ@reno.gov>; Derek Keller External Contact <dkeller@cityofsparks.us>; Nick Klaich <nklaich@cityofsparks.us>

Subject: TRIAD CHIEF Approval of Haz Cat Kit Needed

Chief's,

Please see the attached letter requesting approval to purchase 2 HazCat Kits at a total purchase price of \$14,596. If you have any questions, please feel free to reach out directly to either your HazMat Ops Chief or Chief Klaich.

Please respond to this email with "Approved" or "Not Approved"

If it is approved, I will prepare a ratification of the approval at the next official TRIAD Chief meeting.

Sandy Francis

Administrative Assistant | Truckee Meadows Fire & Rescue

sfrancis@tmfspd.us | Office: 775.328-6124 | Cell: 775.741-6402

3663 Barron Way, Reno, NV 89511



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REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM TRIAD CHIEFS MEETING

STAFF REPORT

Meeting Date: August 5, 2025

TO: Regional Hazardous Materials Response Team Triad Chiefs
FROM: Nick Klaich, Division Chief, City of Sparks Fire Department
SUBJECT: Discussion and possible direction to create, set up and implement the ability to bill for cost reimbursement, through Nevada Department of Emergency Management, when responding to a Regional Hazardous Materials incident using the State of Nevada Interstate Mutual Aid System Operating Procedures and in accordance with Nevada Revised Statutes (NRS) 414A.130(4)(c)) by following the process defined in NRS 414A.150(1-7). FOR POSSIBLE ACTION

SUMMARY

This item is to discuss the possibilities to create, set up, and implement the ability to bill for cost reimbursement, through the Nevada Department of Emergency Management, when responding to a Regional Hazardous Materials incident using the State of Nevada Interstate Mutual Aid System (IMAS) Operating Procedures.

PREVIOUS ACTION

None

BACKGROUND

The Regional Hazardous Materials (Hazmat) Response Team has received numerous requests for the HazMat team to assist jurisdictions outside of the City of Reno Fire Department, the City of Sparks Fire Department, and the Truckee Meadows Fire Protection District's jurisdictional boundaries. This has always been a challenge to pre-plan as the TRIAD Hazmat Team is made up of three agencies who may or may not have a mutual aid agreement with the requesting agency. The IMAS procedures will allow us to assist neighboring partners if we have the resource bandwidth to do so. The procedures outlined in the IMAS Operating Procedure manual (attached) ensure consistency and transparency for all parties. The document defines all of the financial components and ensures we will be reimbursed by the requesting agency/jurisdiction for consumables, manpower expenses, and vehicle costs.

FISCAL IMPACT

This recommendation to approve a cost recovery process does not have any negative fiscal impact on the Regional Hazmat Response Team; however, depending on the TRIAD Chiefs' direction, which may include variations of cost recovery, there may be a fiscal cost to the Regional Hazmat Team, which will be brought back for final approval.

RECOMMENDATION

I recommend authorizing the creation, setup, and implementation of a billing procedure for cost reimbursement, through the Nevada Department of Emergency Management, when responding

to a Regional Hazardous Materials incident using the State of Nevada Interstate Mutual Aid System Operating Procedures

POSSIBLE MOTION

If the TRIAD Chiefs agree with the recommendation, a possible motion can be:

“I move to authorizing the creation, setup, and implementation of a billing procedure for cost reimbursement, through the Nevada Department of Emergency Management, when responding to a Regional Hazardous Materials incident using the State of Nevada Interstate Mutual Aid System Operating Procedures”

State of Nevada

Intrastate Mutual Aid System Operating Procedures



Revised

June 2022

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INTRODUCTION

Mutual aid agreements are strongly encouraged by the federal government under the National Incident Management System (NIMS). The National Mutual Aid and Resource Management Initiative established under NIMS provides a comprehensive, integrated national mutual aid and resource management system. All mutual aid agreements must incorporate NIMS and the Incident Command System (ICS). The responsibility of preparedness is tasked to the federal, state, local, and tribal agencies, also to include private, nongovernmental organizations and citizens. The Nevada Intrastate Mutual Aid System (IMAS), which is established in Nevada Revised Statutes (NRS) Chapter 414A, is consistent with the Presidential Policy Directive 8's goal to achieve all hazards national preparedness.

Chapter 414 of the Nevada Revised Statutes (NRS) authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of an emergency or disaster. Chapter 414 authorizes the Nevada Office of the Military, Division of Emergency Management (DEM) to coordinate use of the equipment, services, and/or facilities owned or organized by the State, or its political subdivisions, for use in the affected areas upon request.

The IMAS was established by the 78th Session of the Nevada Legislature. Chapter 414A became effective July 1, 2015 and authorizes DEM to administer the System pursuant to the provisions of the chapter and to coordinate mutual aid during the response to, and recovery from, an emergency or disaster.

The initial response to an emergency is the responsibility of the impacted local jurisdiction. The expectation is that the impacted jurisdiction will exhaust their local resources before requesting mutual aid. However, when the size or complexity of an emergency threatens to overwhelm local capabilities, mutual aid may be utilized to request assistance from other political subdivisions, special districts, state agencies, and tribal nations within the State of Nevada. The assistance provided may be through the IMAS or through separate local mutual aid agreements. This Policy and Operating Procedures (OP) guide applies only to assistance provided through the IMAS.

PURPOSE

To provide for the organization, operation, and mobilization of all resources available for mutual aid within the state, including political subdivisions and participating tribal nations, to assist with the mitigation, response, and recovery from the effects of emergencies or disasters within the State of Nevada.

IMAS ORGANIZATION

The Nevada IMAS includes all public agencies, which includes, all political subdivisions of the state (as defined in NRS 414.050), as well as, federally recognized Indian tribes or tribal nations who have chosen to participate in IMAS (as outlined in NRS 414A.120(2) & (3)).

The System is organized as follows:

1. Local Official (City/Special District): Responsible for resources available for mutual aid.
2. Emergency Manager (County/Tribe): Responsible for resources available for mutual aid.
3. State Mutual Aid Coordinator: An employee of the Nevada DEM who is responsible for the day-to-day administration and coordination of the system.
4. State Duty Officer (DO): An employee of the Nevada DEM who is responsible for taking appropriate action on requests for mutual aid received through the appropriate channels.
5. Intrastate Mutual Aid Committee (IMAC): A statutorily created advisory body made up of not more than 19 voting members selected, and appointed, by the Chief of DEM. The members must represent participating public agencies or tribal governments and have responsibility for public safety programs or activities within his/her public agency or tribe. [NRS 414A.110\(1\)](#); [414A.110\(2\)\(b\)](#).

IMAS PARTICIPANTS & RESPONSIBILITIES

[NRS 414A.120](#) mandates all public agencies, including political subdivisions, school districts, and special districts participate in IMAS. Public agencies may elect to withdraw from IMAS and federally recognized Indian tribe or nations in Nevada may opt-in to IMAS. [NRS 414A.120\(2\)-\(3\)](#).

1. Requesting Participant Responsibilities
 - a. A Participant may request aid before, during, or after a declared, or undeclared, incident. [NRS 414A.130\(1\)\(a\)\(b\)](#).
 - b. Requests may be made through DEM or directly to other Participants when an urgent response is needed. [NRS 414A.130\(2\)\(a-b\)](#).

- c. All requests must be documented and forwarded to DEM within 24 hours of the request [NRS 414A.130\(3\)](#).
 - d. A Requesting Participant shall adequately:
 - i. Describe the resources needed.
 - ii. Provide logistical and technical support to any Emergency Responders provided; and
 - iii. Reimburse the Assisting Participant for costs incurred ([NRS 414A.130\(4\)\(c\)](#)) by following the process defined in [NRS 414A.150\(1-7\)](#).
 - e. The responsible local official for the impacted jurisdiction who submits a request for mutual aid, shall remain in charge of the incident and can delegate command at such incident; including, the direction of such incident, personnel provided, and the equipment provided.
2. Assisting Participant Responsibilities
- a. Promptly respond to a request for assistance ([NRS 414A.140\(1\)\(a\)](#)); however, a Participant may deny a request for assistance if it would prevent that jurisdiction from carrying out its duties ([NRS 414A.140\(4\)](#)).
 - b. Ensure that all Emergency Responders have workers compensation insurance in accordance with [NRS 414A.140\(1\)\(b\)](#); [616A](#); [617](#).
 - c. Maintain a policy of liability and property insurance, or self-insurance, on all vehicles and equipment used in response to a request ([NRS 414A.140\(1\)\(c\)](#)).
 - d. Provide an informational brief to Emergency Responders ([NRS 414A.140\(1\)\(d\)](#)).
 - e. Submit timely, accurate, and complete records, and requests for reimbursement to the Requesting Participant, if applicable ([NRS 414A.140\(1\)\(e\)](#)).
 - f. Emergency responders remain under the command and control of their jurisdiction but are under operational control of the Requesting Participant ([NRS 414A.140\(2\)](#)).
 - g. The assets and equipment of an Assisting Participant remain under the command and control of their jurisdiction but is under the operational control of the Requesting Participant ([NRS 414A.140\(3\)](#)).
3. Participants Who Have Opted In or Out--This Operating Procedure (OP) is updated annually to reflect political subdivisions who have chosen to opt-out from IMAS and tribal nations who have chosen to opt-in to the System ([NAC 414A\(6\)\(1\)\(a\)](#)).
- a. No political subdivisions have opted out as of 5/2022.
 - b. Indian Tribes or Nations who have opted in as of 5/2022:

- i. Reno Sparks Indian Colony
- ii. Yerington Paiute Tribe
- iii. Pyramid Lake Paiute Tribe
- iv. Las Vegas Paiute Tribe
- v. Washoe Tribe of Nevada and California

IMAS PROCEDURES

This Operating Procedure (OP) implements NRS 414A and the Nevada Intrastate Mutual Aid System (IMAS) Policy. The purpose of this procedure is to outline the process for activating the IMAS resulting in the coordination and ordering of resources to support a planned event or an unplanned incident. The timely provision of resources in support of an affected jurisdiction is a critical function of IMAS at all levels of participation. Having a common, centralized procedure in place will ensure effective resource delivery without unnecessary delays or duplication of effort and costs.

1. **Local** - The following steps should be taken when determined by the local public safety or emergency management official that jurisdictional resources are inadequate to cope with the emergency at hand:
 - a. Activate the jurisdiction's emergency operation plan; this plan is often activated in anticipation of, or at the onset, of an incident via utilizing the plans resource request and coordination procedures.
 - b. Activate any local mutual aid agreement.
 - c. Notify the County/Tribal EM of resource shortage.
 - d. Notify DEM DO for situational awareness and potential for escalation of the incident.
 - e. Request capability needed to respond to the emergency from the County/Tribal Emergency Manager when local mutual aid has been exhausted or is anticipated to be exhausted. Coordinated mutual aid may have a period of time that is without expectation of reimbursement.
 - i. Prepare to receive and utilize the responding mutual aid resources.
 - ii. Evaluate conditions and resource availability and utilization to determine length of time the mutual aid resources will be needed.
 - iii. Communicate with County/Tribal EM each operational period as to demobilization schedule of mutual aid resources.

- iv. Provide situation report to County/Tribal EM each operational period.
 - f. Demobilize mutual aid resources before local resources are released.
- 2. **County/Tribal** - The following steps should be taken when determined by the County/Tribal EM that jurisdictional resources are inadequate to cope with the emergency at hand:
 - a. Activate any County/Tribal mutual aid agreement; these mutual aid agreements may have a period of time that is without expectation of reimbursement.
 - b. Notify Nevada's DEM DO.
 - c. Request capability needed to respond to the emergency from neighboring counties/tribes or the DEM State DO when County/Tribal mutual aid has been exhausted or is anticipated to be exhausted: coordinated mutual aid may have a period of time that is without expectation of reimbursement unless expressly provided for.
 - i. Prepare to receive and utilize the responding mutual aid resources.
 - ii. Evaluate conditions, resource availability, and utilization to determine length of time the mutual aid resources will be needed.
 - iii. Communicate with the DEM DO each operational period as to demobilization schedule of mutual aid resources.
 - iv. Provide situation report to DEM DO each operational period.
 - d. Demobilize mutual aid resources before local resources are released.
- 3. **Regional** - When an emergency or disaster involves a significant area within a region and multiple local jurisdictions, counties, and tribal nations are impacted, coordination of regional and statewide mutual aid resources shifts to Nevada's DEM DO or State Emergency Operation Center (SEOC).
 - a. Local and County/Tribal mutual aid may have been exhausted at this point.
 - b. Utilizing Local, County/Tribal EOP, coordination of responding resources will be conducted through County/Tribal EOCs.
 - c. Utilizing Nevada's DO Procedures and the SEOC Standard Operating Guidelines (SOG) will activate the SEOC to the appropriate level to support the incident(s).
 - d. Request capability needed to respond to the emergency from Nevada's DO when County/Tribal mutual aid has been exhausted or is anticipated to be

- exhausted; coordinated mutual aid may have a period of time that is without expectation of reimbursement unless expressly provided for.
- e. Provide situation report to SEOC each operational period:
 - i. In the form of a conference call, written situation report, or Incident Action Plan (IAP).
 - ii. Include the current conditions, situation, and resource status.
 - f. Prepare to receive and utilize the responding mutual aid resources.
 - g. Evaluate conditions and resource availability and utilization to determine length of time the mutual aid resources will be needed.
 - h. Communicate with the SEOC each operational period as to demobilization schedule of mutual aid resources.
 - i. Demobilize mutual aid resources before local resources are released.
4. **Statewide** - Coordination of regional, statewide, and federal mutual aid resources will be through the SEOC when an emergency, or disaster involves multiple regions of the state and many local jurisdictions, counties, and tribal nations are impacted.
- a. Local, County/Tribal and some Regional mutual aid may have been exhausted at this point.
 - b. Utilizing Local, County/Tribal EOPs, coordination of responding resources will be conducted through County/Tribal EOCs.
 - c. Activate the SEOC to the appropriate level to support emergency or disaster.
 - d. Request capability needed to respond to the emergency when regional mutual aid has been exhausted, or is anticipated to be exhausted, the SEOC may activate these resources--that will require reimbursement:
 - i. Unaffected Regions of the state
 - ii. State to state mutual aid
 - iii. Federal agencies
 - e. Provide situation report to SEOC at a minimum of each operational period.
 - i. In the form of a conference call, written situation report, or IAP.
 - ii. Include current conditions, situation, and resource status.
 - f. Prepare to receive and utilize responding mutual aid resources.
 - g. Evaluate conditions, resource availability, and utilization to determine length of time the mutual aid resources will be needed.
 - h. Communicate with the SEOC each operational period as to demobilization schedule of mutual aid resources.
 - i. Demobilize mutual aid resources before local resources are released.

IMAS RESOURCES AND FORMS

The Nevada SEOC is the designated coordination center for the mobilization of resources, generating resource orders for, and the tracking of mutual aid resources statewide. DEM will contact the appropriate Participants for resources requested--in accordance with the SEOC SOG--utilizing the closest and most appropriate resource concept and provide the necessary information for mobilization. DEM will contact the Requesting Participant to relay the assisting resource information and provide a copy of the completed Resource Request Form and Resource Order once the assisting resources have been identified and confirmed.

Resource Request Form - DEM - Upon receiving the Resource Request Form, the DEM DO will gather the following information from the requesting agency (see Resource Request Form, Appendix E):

- a. Is the request for a/an:
 - i. Initial response
 - ii. Immediate need
 - iii. Planned need
- b. Requesting agency's name, phone number, and email information.
- c. Authorized local official's contact information to include: name, phone number, and email address.
- d. Identify the jurisdictional agency
- e. Local agency:
 - i. incident number
 - ii. incident location
 - iii. Point of contact
 - iv. 24-hour phone number
 - v. radio frequencies
- f. Description of capability needed
- g. Resource size, quantity, and type
- h. Identify when the resources are needed by date/time
- i. Identify where the resources are needed
- j. Identify the priority:
 - i. Life saving
 - ii. life-sustaining
 - iii. high
 - iv. normal

Pre-Defined Resources - The State of Nevada has adopted, and continues to implement, the National Incident Management System (NIMS). A component of NIMS is the identification and typing of resources available for response to emergencies and disasters. The IMAS includes an inventory of resources available for mutual aid which will be listed in compliance with NIMS. Acceptable resource types include, but are not limited to, personnel, crews, specialized teams, equipment, apparatus, commodities, and facilities. It is also recognized that there are many valuable resources available to Participants that may not fit into one of these recognized resource types. Resources need to be accounted for as inventory. As identified in NRS 414A, Participants are required to provide an annual inventory of resources available for mutual aid to DEM. The State Mutual Aid Coordinator is available to assist any Participant with questions regarding defining and typing of resources. To assist Participants in typing their resources, FEMA provides an online resource for the typing of resources (See, [Resource Typing Toolkit, Appendix C](#)).

IMAS RATES

Establishment of Standardized Rates - In addition to the identification and typing of resources, it is important to determine the costs associated with resources and the rate that will be charged in the event those resources are utilized in a mutual aid response.

NRS 414A states that participants are required to provide an annual inventory of resources available for mutual aid to DEM; included in this inventory are rates associated with each resource identified. Nevada's Mutual Aid Coordinator is available to assist any Participant with questions regarding the defining of resources, and/or determining the costs associated. FEMA also assists by providing Participants in determining an initial baseline cost for their resources through online guidance found in their Public Assistance Program and Policy Guide at:

<https://www.fema.gov/medialibrary/assets/documents/111781>.

See an explanation of FEMA, State and Territorial, Tribal, and Local Rates in Appendix D.

IMAS REIMBURSEMENT PROCESS

[NRS 414A.150](#) provides an outline for reimbursement.

1. Assisting Participant:
 - a. Initial notice of reimbursement request must be written and submitted to the

Requesting Participant within 10 days after the completion of all activities. [NRS 414A.150\(1\)](#).

- b. Final requests for cost reimbursement must be written and submitted to the Requesting participant within 60 days after the completion of the activities ([NRS 414.150\(2\)](#)). The final request for reimbursement must include the following details:
 - i. A summary of the services provided;
 - ii. An invoice setting forth all services provided and the total amount of the reimbursement requested;
 - iii. Any supporting documentation;
 - iv. Any additional forms required by the System; and
 - v. The name and contact information of a person to contact if more information is needed.
- c. If the Assisting Participant requires more time to complete a request for reimbursement, the Assisting participant may request—in writing—an extension from the Requesting Participant. These requests may be granted by the Requesting Participant for a reasonable period of time. [NRS 414A.150\(3\)](#).

2. Requesting Participant:

- a. The Requesting Participant shall reimburse the Assisting Participant for all costs incurred to include personnel, equipment, and travel; however, all costs must be documented unless per agreement; unless costs related to resources utilized were not requested, and in this scenario, the Assistant Participant may not subject the Requesting Participant to these costs. [NRS 414A.150\(4\)](#).
- b. Reimbursement for resources by a Requesting participant can be facilitated through DEM, if requested. [NRS 414A.150\(5\)](#).

DISPUTE RESOLUTION

In the event of a dispute regarding reimbursement, the following steps should be followed:

- a. A written notice of the dispute regarding reimbursement must be provided from the disputing participant to the opposing participant.
- b. A written notice of disputing terms must include and define the issues of the dispute.

- c. Upon receiving the written notice, the participants have 90 days to resolve the issues before the matter can be submitted to binding arbitration.
- d. Disputes must be conducted in accordance with commercial arbitration as defined by American Arbitration Association.

Appendix A AUTHORITIES and REFERENCES

NRS 239C – Homeland Security (HS)

NRS 277.035 – Implied Agreements related to Law Enforcement

NRS 353.2705 – Disaster Relief Account (DRA)

NRS 388.245(1) –DEM of the Office of the Military

NRS 414 – Emergency Management (EM)

NRS 414A – Intrastate Mutual Aid System (IMAS)

NRS 415 – Emergency Management Assistance Compact (EMAC)

NRS 415A – Emergency Volunteer Health Practitioners (Uniform Act)

NRS 416 – Emergencies Concerning Water or Energy

NRS 450B – Emergency Medical Services (EMS)

NAC 414A – Intrastate Mutual Aid System

Nevada State Comprehensive Emergency Management Plan

State of Nevada Response and Recovery Guide for State, Local Governments and Tribal Nations

Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93288, as amended, 42 U.S.C. 5121 et seq.

Appendix B ACRONYMS

AOP – Annual Operating Plan

CEM - County Emergency Manager

DC – Designated Contact (see designated contact for definition)

DEM – Division of Emergency Management (see Division for definition)

DO - Duty Officer

EMAC – Emergency Management Assistance Compact ([NRS 415.010](#)).

EM – Emergency Management

ECC – Emergency Coordination Center

EOC – Emergency Operation Center

IEC – Interagency Emergency Communication

IMAC - Intrastate Mutual Aid Committee NRS [414A.110](#)

IMAS – Intrastate Mutual Aid System NRS [414A.100](#)

MACC – Multi-Agency Coordination Center

NAC – Nevada Administrative Code

NRS – Nevada Revised Statutes

OP – Operating Procedure

SEOC – State Emergency Operation Center

SOG – Standard Operating Guidelines

DEFINITIONS

Assisting Participant – A Participant that has responded to a Requesting Participant by providing resources. [NRS 414A.140](#).

Authorized Representatives (AR) - The Chief of Nevada DEM has designated signatory authorities for EMAC/IMAC to the following DEM staff: Administrative Services Officer III, Emergency Management Program Manager – Preparedness, and Emergency Management Program Manager – Grants and Recovery, who can sign Req-A forms in response to broadcasts for requests and assistance.

Designated Contact (DC) – is a person who is familiar with the EMAC/IMAC process that serves as a primary point-of-contact (EMAC I(C)).

Disaster – an occurrence, or threatened occurrence, for which, in the determination of the Governor, the assistance of the Federal Government is needed to supplement the efforts and capabilities of state agencies to save lives, protect property and protect the health and safety of persons in this state; or, to avert the threat of damage to property, or injury to, or the death of, persons in this state. [NRS 414.0335](#).

Division – Division of Emergency Management (DEM) is now under the Office of the Military. [NRS 388.245.1](#).

Emergency – an occurrence or threatened occurrence for which, in the determination of the Governor, the assistance of state agencies is needed to supplement the efforts and capabilities of political subdivisions to save lives, protect property, and protect the health and safety of persons in this state; or, to avert the threat of damage to property or injury to, or the death of, persons in this state. [NRS 414.0345](#).

Emergency (Federal) – any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Responder – an employee or volunteer of a Participant who has received such public safety training and licensing or certification as deemed

appropriate by the Participant for which he or she is employed or volunteers.
[NRS 414A.035](#).

Friends-and-Neighbors -- local agencies or jurisdictions with whom a jurisdiction either shares a border or has a local mutual aid agreement.

Intrastate Mutual Aid Committee (IMAC) - committee consisting of the Chief of the Division, and no more than 19 voting members appointed by the Chief, to advise the Chief on issues related to emergency management and intrastate mutual aid in the state of Nevada. [NRS 414A.110](#).

Intrastate Mutual Aid System (IMAS) – a system administered by the Chief of the Division pursuant to [NRS 414A.100](#): coordinate the provision of mutual aid during the response to and recovery from an emergency/disaster, maintain records of requests for mutual aid, maintain and inventory of and coordinate participant personnel and equipment available for intrastate mutual aid, provide information and assistance to participants concerning reimbursement, and adopting regulations relating to the administration of the system.

Major Disaster (Federal) – any natural catastrophe to include: hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought; or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under [Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §§ 5121-5207](#) (the Stafford Act) §401 to supplement the efforts and combined capabilities and available resources of state and local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mutual Aid – includes any equipment, vehicle or other support or service provided by a Participant in response to a request made pursuant to [NRS 414A.130](#); [414A.040](#).

Participant – a public agency that has not withdrawn from participation in, or a federally recognized Indian tribe or nation that has elected to join, the System. [NRS 414A.120](#); [414A.045](#).

Public Agency – any political subdivision of this State, including, without limitation, counties, incorporated cities and towns, including Carson City, unincorporated towns, school districts, special districts and other districts. [NRS 414A.050](#).

Public Assistance - Public Assistance is a reimbursement program that provides federal funding to help communities respond to and recover from disasters such as Hurricane Florence and Tropical Storm Michael.

FEMA reimburses state and local governments and certain types of private nonprofit organizations for the cost of disaster-related debris removal, emergency protective measures to protect life and property, and permanent repair work to damaged or destroyed infrastructure.

Requesting Participant – a Participant that requests mutual aid from another Participant pursuant to [NRS 414A.130](#); [414A.055](#).

Resource – any equipment, vehicle, personnel or other support or service owned by a Participant which may be available to respond to a request for mutual aid.

Response – the response to an emergency or disaster involves actions taken to save lives and to protect property.

Special District - a governmental entity that receives any portion of the proceeds of a tax which is included in the account, and which is not a/an county, city, town, or enterprise district. [NRS 360.650](#); [414A.060](#).

System – refers to Nevada’s IMAS established by NRS [414A.100](#); [414A.065](#).

Volunteer – an unpaid emergency responder who provides services on behalf of a Participant. [NRS 414A.070](#).

Appendix C Resources Typing Toolkit

FEMA online resource: <https://rtlt.preptoolkit.org/Public>

Appendix D Rates

Local Rates

Local rates are those developed under local government guidelines for use in normal day-to-day operations. FEMA generally provides Public Assistance (PA) funding for equipment usage based on the lower of either the local rate or the FEMA rate. However, if the local rate is lower, but it does not reflect all costs associated with operating the equipment, FEMA may provide PA funding based on the higher FEMA rate. Additionally, if the local rate is higher, the Applicant must document the basis for that rate and obtain approval from FEMA for the higher rate. If determining the lowest rate for each piece of equipment is overly burdensome because of the number of different types of equipment used, or if the Applicant prefers, FEMA will reimburse all equipment use based on the lower of the two rate schedules, rather than based on a comparison of each individual rate. In these cases, the PA Division at FEMA Headquarters will determine which schedule of rates is lower.

Tribal Rates

Tribal rates are those developed under Tribal Government guidelines for use in normal day-to-day operations. FEMA generally provides PA funding for equipment usage based on the lower of either the Tribal rate or the FEMA rate. However, if the Tribal rate is lower, but it does not reflect all of the costs associated with operating the equipment, FEMA may provide PA funding based on the higher FEMA rate. Additionally, if the Tribal rate is higher, the Applicant must document the basis for that rate, and obtain approval from FEMA for the higher rate. If determining the lowest rate for each piece of equipment is overly burdensome because of the number of different types of equipment used, or if the Applicant prefers, FEMA will reimburse all equipment use based on the lower of the two rate schedules rather than based on a comparison of each individual rate. In these cases, the PA Division at FEMA Headquarters will determine which schedule of rates is lower.

State and Territorial Rates

State and Territorial rates are those established under State or Territorial guidelines for use in normal day-to-day operations. FEMA provides Public Assistance funding based on State or Territorial rates up to \$75 per hour. FEMA only provides PA funding for a rate above \$75 per hour if the Applicant demonstrates that each of the components of the rate is comparable to current market prices.

FEMA Rates

FEMA publishes equipment rates applicable on a national basis. FEMA's rate schedule includes any item powered by fuel or attached to any item powered by fuel. FEMA develops equipment rates based on all costs associated with ownership and operation of equipment, with the exception of operator labor costs. FEMA equipment rate components include: depreciation, overhead, equipment overhaul (labor, parts, and supplies), maintenance (labor, parts, and supplies), lubrication, tires, ground engaging component (if applicable), and fuel. Because the rates include maintenance costs, a mechanic's labor costs to maintain Applicant-owned equipment are not eligible.

Equipment with No Established Rate

If the Applicant uses equipment that has no established State, Territorial, Tribal, or local rate, FEMA reimburses that equipment based on the FEMA rate. If FEMA does not have a rate established for the equipment, the Applicant may either submit a rate for approval or request that FEMA provide a rate. If the Applicant submits a rate, it must include documentation demonstrating that each component of the rate is comparable to current market prices. The rate cannot be based on rental rates as such rates include cost components, such as profit, that are above and beyond what is necessary to operate and maintain force account equipment. FEMA rates may be utilized as the base rate unless jurisdictions already have established rates. In the development of the inventory to be used for mutual aid these rates must be included. (Public Assistance Program and Policy Guide FP 104-009-2: <https://www.fema.gov/schedule-equipment-rates>).

Appendix E Resource Request Forms

NDEM online

https://dpbh.nv.gov/uploadedFiles/dpbhnavgov/content/Programs/HC_Requesting/NDEM%20ARF%20Fillable%20%20Save-able.pdf

Reimbursement – Cost Recovery

The responsibility for the reimbursement and cost recovery for RHMRT team deployments shall be assigned to the Fiscal Agent for the TRIAD. Any cost recovery for individual entities not deployed as part of the TRIAD shall be the responsibility of that entity.

Upon an approved Resource Order/Request for Assistance from a governing agency, TRIAD entities shall notify the Fiscal Agent for the TRIAD.

Starting at the time of deployment and continuing throughout the event, each TRIAD entity shall be responsible for cost recovery documentation, including, but not limited to:

- CTR's (Crew Time Reports)
- HazMat Field Utilization Reports for Equipment and Supplies
- Vendor Invoices for Contracted Services
- Associated Payroll/Timesheet Documentation

At the conclusion of the event, each entity shall designate a representative to work with the Fiscal Agent to ensure all documentation is complete for cost recovery.

The Fiscal Agent shall prepare the cost recovery billing for the TRIAD as a whole. Once reimbursement is received, the Fiscal Agent shall ensure that each entity is reimbursed.

	A	B	C	D	E	F	G	H
	Cost Code	Equipment	Specifications/Manufacturer	Capacity or Size	HP	Notes	Unit	2023 Rates
366	8640	Trailer, Office	Miscellaneous 8X24		0		hour	\$1.98
367	8641	Trailer, Office	Miscellaneous 8X32		0		hour	\$2.44
368	8642	Trailer, Office	Miscellaneous 10X32		0		hour	\$3.40
369	8643	Trailer			0		hour	\$48.17
	8644	Trailer, Covered Utility Trailer	7-ft x 16-ft		0		hour	\$7.29
371	8645	Trailer, Dodge Ram	12 Station Portable Shower Trailer		to 101		hour	\$37.58
372	8646	Trailer, Dodge			to 200		hour	\$35.44
373		Trencher	Seaman-Parsons T20		to 20		hour	\$50.19
374	8651	Trencher	Seaman-Parsons T500		to 58		hour	\$79.20
375	8652	Trencher/Ditcher	New Holland B115B (disc. 2012)	1.5CY	to 108		hour	\$76.79
376	8653	Trencher/Ditcher	New Holland T8.330 (disc. 2014)		to 284		hour	\$167.77
377	8654	Trencher Accessories					hour	\$2.43
378		Plow, Cable	Case MAXI-SNEAKER C (disc. 2003)	24-in	to 33.5		hour	\$21.68
379	8661	Plow, Cable	Seaman-Parsons DP-60	18-in	to 82		hour	\$58.43
80	8662	Plow, Cable	Seaman-Parsons DP-100	42-in	to 110		hour	\$68.83
381	8670	Derrick, Hydraulic Digger	Miscellaneous 60/12- Hydraulic Digger Derricks		to 275		hour	\$27.14
382	8671	Derrick, Hydraulic Digger	Miscellaneous 990/14 - Hydraulic Digger Derricks		to 310		hour	\$48.77
383	8672	Movax SP-60	28-32 ton Head		to 178		hour	\$135.30
384	8680-1	Truck, Concrete Mixer	Mixer Capacity = 13 cy	13-CY	to 285		hour	\$73.66
385	8680	Truck, Fire Aerial Platform	112Ft Ladder	3000gpm/1000 gal Water or Foam	to 600		hour	\$104.96
386	8681	Truck, Fire, Engine Type-1	1000GPM/300gal Engine, with Pump & Roll		to 420		hour	\$173.47
387	8682	Truck, Fire, Engine Type-2	500GPM/300gal Engine, with Pump & Roll		to 184		hour	\$163.55
388	8683	Truck, Fire, Ladder(48ft)(Type-III)	150gpm/500gal Hose 1-1/2"D 500' Long		to 238		hour	\$147.82
389	8684	Truck, Fire	100-ft Ladder		to 230	1500gpm Monitor/nozzle	hour	\$220.55
390	8685	Truck, Fire, Ladder(48ft)(Type-I)	1000gpm/400gal, 500gpm Master Stream Hose 2-1/2"D 1200' Long		to 12		hour	\$190.81
391	8686	Truck, Fire, Ladder(48ft)(Type-II)	500gpm/300gal, Hose 2-1/2"D 1000' Long		to 60		hour	\$162.93
392	8687	Truck, Fire, Support Water Tender S1	300GPM/4000+gal S1 Water Tender		to 90		hour	\$141.87
393	8688	Truck, Fire, Support Water Tender S2	200GPM/2500+gal S2 Water Tender		to 140		hour	\$128.24
394	8689	Truck, Fire, Support Water Tender S3	200GPM/1000+gal S3 Water Tender		to 215		hour	\$97.88
395	8690	Truck, Fire			to 95		hour	\$87.14
396	8691	Truck, Fire			to 95		hour	\$92.40
397	8692	Truck, Fire			to 118		hour	\$100.49
398	8693	Truck, Fire			to 10		hour	\$104.13
399	8694	Truck, Fire Ladder			to 160		hour	\$149.92
400	8695	Truck, Fire Ladder			to 240		hour	\$181.43
401	8696	Truck, Fire			to 311		hour	\$119.39
402	8697	Truck, Fire, Tactical Water Tender T1	250GPM/2000+gal		to 400		hour	\$148.07
403	8698	Truck, Fire, Tactical Water Tender T2	250GPM/1000+gal		to 500		hour	\$127.21
404	8699	Truck, Fire, Engine Type-3	150GPM/500gal Engine, with Pump & Roll		to 610		hour	\$156.74
405	8700	Truck, Flatbed	Miscellaneous 4X2 15KGVW DSL		to 200		hour	\$32.35
406	8701	Truck, Flatbed	Miscellaneous 4X2 25KGVW GAS		to 275		hour	\$47.12
407	8701-1	Truck, Flatbed	Miscellaneous 4X2 25KGVW DSL		to 200		hour	\$35.58
408	8702	Truck, Flatbed	Miscellaneous 4X2 30KGVW DSL		to 217		hour	\$40.30
409	8703	Truck, Flatbed	Miscellaneous 6X4 45KGVW DSL		to 380		hour	\$68.31
410	8708	Trailer, semi	48ft spread axle flatbed		NA		hour	\$10.74
411	8709	Trailer, semi	Enclosed 48ft, 2 axle trailer		NA		hour	\$12.17
412	8710	Trailer, semi			0		hour	\$12.40
413	8711	Flat bed utility trailer	Non-Tilt Deck Utility Trailers - TOW 2 1 6		NA		hour	\$2.87
414	8711-1	Sewer Camera Inspection Truck					hour	\$17.11
415	8711-2	Sewer Camera Inspection Truck	Aries Pathfinder System Control Center, Work Station		N/A		hour	\$104.82
416	8712	Cleaner, Sewer/Catch Basin	Miscellaneous 5-P - Sewer/Catch Basin Cleaner For Truck Mounting	4 in Discharge Diameter		Power Takeoff	hour	\$20.62