



# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER  
33 HAZEN DR. CONCORD, NH 03305  
603/271-2791

MAR 11 '19 Fri 1:59 DAS

59 mlc

JOHN J. BARTHELMES  
COMMISSIONER

February 13, 2019

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

## Requested Action

Authorize the New Hampshire Department of Safety (DOS), Division of Fire Safety to enter into a Memorandum of Understanding (MOU) with the Division of Fire Standards and Training and Emergency Medical Services (FSTEMS) in the amount of \$41,738.18 to support their hazardous materials training program. Effective upon Governor and Council approval through September 30, 2019. Funding source: 100% Federal Funds.

Funding is available in the SFY 2019 operating budget as follows:

02-23-23-238010-53110000	Dept. of Safety	Division of Fire Safety	HMEP Grant
072-500576	Grants-Federal	Grants to Other State Agencies-Federal	
Activity Code: HMEP 2019			\$ 41,738.18

## Explanation

The funds received under this grant will support the hazardous materials training to fire and EMS first responders throughout the State of New Hampshire and will cover instructional costs, equipment, and consumable purchases to allow for the continuation of the training. The course schedule meets the training responsibilities as outlined by OSHA, CFR 1910.120, and NFPA 472.

The MOU will be funded from the FFY'19 HMEP Grant Program, which was awarded to the Department of Safety, Division of Fire Safety by the US Department of Transportation (USDOT), Pipeline and Hazardous Materials Safety Administration (PHMSA) to support activities that increase State and local effectiveness in handling hazardous materials incidents, to enhance implementation of the Emergency Planning and Community Right-to-Know Act (EPCRA), and to encourage a comprehensive approach to emergency training and planning.

The HMEP funds are 80% federally funded with a 20% match requirement supplied by the subrecipient (FSTEMS). FSTEMS acknowledges their match obligation as part of Section I of the MOU and will meet this cost share requirement of the grant by supplying course books and with the coordination of the training program.

In the event that Federal Funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,

  
John J. Barthelmes  
Commissioner of Safety

**MEMORANDUM OF UNDERSTANDING (MOU)**

between the  
Division of Fire Safety  
and the

Division of Fire Standards and Training and EMS

**Project Title:** U.S. DOT Hazardous Materials Emergency Preparedness (HMEP) Grant

This Memorandum of Understanding (MOU) describes the U.S. Department of Transportation Hazardous Materials Emergency Preparedness (HMEP) Grant activities that have been agreed to between the Division of Fire Safety and the Division of Fire Standards and Training and EMS for the purpose of hazardous materials training for first responders.

This MOU is effective upon Governor and Council approval for costs incurred conducting grant activities through September 30, 2019.

For the purpose of the MOU, the Division of Fire Safety and the Fire Standards and Training and EMS agree to cooperate as follows:

Section I: Division of Fire Safety agrees to the following:

- A. Provide Fire Standards and Training and EMS with \$41,738.18 on a reimbursement basis with a 20% soft match requirement in the amount of \$10,434.55 for the purpose of hazardous materials training for first responders.

Section II: Division of Fire Standards and Training and EMS agrees to the following:

- A. Complete all activities specified in the activities outline of this MOU.
- B. Expend funds for this MOU solely for the work specified in the Activities Outline.
- C. Request reimbursement of expended funds from the Division of Fire Safety, Attn: HMEP Grant Program Manager, in writing quarterly, beginning with Quarter 3. Requests are to be submitted within thirty (30) days from the end of the quarter. **Grant period ends September 30, 2019. Final billing must be received no later than October 31, 2019.** Quarterly Reports are due upon this same schedule.

	Qtr 1	Qtr 2	Qtr 3	Qtr 4
Qtr Dates			April 1 – June 30	July 1 – Sept 30
Bill Due by			ASAP After Quarter Ends Due to State Fiscal Year End	October 31

Section III: Termination by Either Party

This MOU may be terminated for good cause by any one of the parties or for convenience if all parties agree, with the provision for orderly termination of the project. Termination of the MOU shall not occur until thirty (30) days after a "notice of termination" has been received by the other party. Said notice shall specify the cause for termination.

**ACTIVITIES OUTLINE**

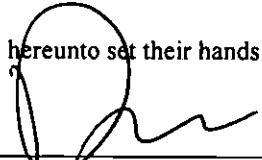
Hazardous Materials Operations with PPE and Product Control	05/14/2019
Hazardous Materials Operations with PPE and Product Control	05/22/2019
Hazardous Materials Operations with PPE and Product Control	05/28/2019

(2) Hazardous Materials Awareness Courses	August 2019
(2) Hazardous Materials Operations Courses	August 2019
(1) Hazardous Materials Decontamination Course	August 2019
(4) Hazardous Materials Awareness Courses	September 2019
(4) Hazardous Materials Operations Courses	September 2019
(1) Hazardous Materials Decontamination Course	September 2019
(1) Hazardous Materials Technician Course	September 2019

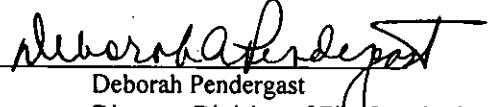
The NH Fire Academy will offer a Hazardous Materials Training Program under the Hazardous Materials Emergency Preparedness (HMEP) Grant Program covering awareness, operations, technician, incident command system, and decontamination training. Due to the nature of this training, classes will be scheduled in advance throughout the year to be reimbursed quarterly. However, because the fall programs have not been scheduled at this time, these trainings are still subject to change. Program expenses include instructor time, mileage, student manuals, and other materials needed for the delivery of the above programs.

IN WITNESS WHEREOF, the respective parties have hereunto set their hands on the dates indicated.


Date 2/7/19

  
Paul J. Parisi  
Director, Division of Fire Safety

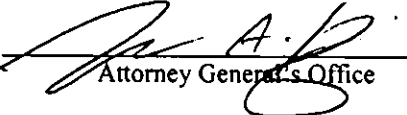
Date 2/11/2019

  
Deborah Pendergast  
Director, Division of Fire Standards and  
Training and Emergency Medical Services

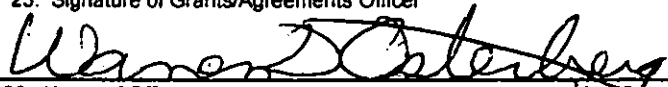
Date 2/15/19

  
John J. Barthelmes  
Commissioner, Department of Safety

Date 3/4/19

  
Attorney General's Office

# ASSISTANCE AGREEMENT

1. Award No. HMHMP0533160100		2. Modification No. 0003	3. Effective Date 9/30/18	4. CFDA No. 20.703
5. Awarded To NEW HAMPSHIRE STATE OF Attn: Perry E. Plummer NH DEPART OF SAFETY 33 HAZEN DR CONCORD NH 03305-0011		6. Sponsoring Office PHH Grants and Registration 1200 New Jersey Ave, SE Washington DC 20590		7. Period of Performance 09/30/2016 through 09/29/2019
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority Federal Hazardous Materials Transportation Law, 49 USC 5101 et seq		10. Purchase Request or Funding Document No.	
11. Remittance Address NEW HAMPSHIRE STATE OF Attn: Perry E. Plummer NH DEPART OF SAFETY 33 HAZEN DR CONCORD NH 03305-0011		12. Total Amount Govt. Share: \$333,749.00  Cost Share : \$83,438.00  Total : \$417,187.00		13. Funds Obligated This action: \$0.00  Total : \$333,749.00
14. Principal Investigator Perry Plummer, (603) 271-2231 perry.plummer@dos.nh.gov	15. Program Manager CARLA SHEPPARD Phone: 202-366-2738		16. Administrator Acquisition Services Division US DOT/PHMSA/PHF-20 1200 New Jersey Avenue, SE E22-317 Washington DC 20590-0001	
17. Submit Payment Requests To FAA/MMAC/PHMSA HQ 272F AMK 316 6500 S. MacArthur Blvd Oklahoma City OK 73169		18. Paying Office FAA/MMAC/PHMSA HQ 272F AMK 316 6500 S. MacArthur Blvd Oklahoma City OK 73169		19. Submit Reports To See attachment 1, #27
20. Accounting and Appropriation Data See Schedule				
21. Research Title and/or-Description of Project 2018 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT NEW HAMPSHIRE				
For the Recipient		For the United States of America		
22. Signature of Person Authorized to Sign		25. Signature of Grants/Agreements Officer 		
23. Name and Title	24. Date Signed	26. Name of Officer WARREN OSTERBERG		27. Date Signed 11/1/18

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
HMHMP0533160100/0003PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
NEW HAMPSHIRE STATE OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	InvoiceApprover: WOSTERBEPHMSA				
	Add Item 00004 as follows:				
00004	The purpose of this administrative modification #0003 is to increase the 3 year cost share amount shown in Block 12, page 1 of this modification to \$83,438.00. As a result, the total amount of the grant agreement is increased to \$417,187.00. The total obligated amount of federal funding remained unchanged.				0.00