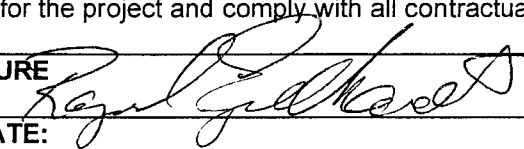
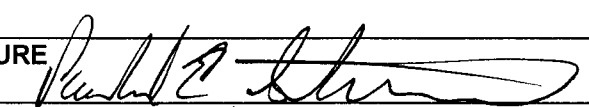


21A

FY11 HMEP Planning Grant Application

**HMEP Application Coversheet
Local Emergency Planning Committee**

1. APPLICANT INFORMATION	PLEASE TYPE ALL INFORMATION
a. Legal Name of LEPC county or city: Fort Bend County Local Emergency Planning Committee	Geographic area covered: Fort Bend County
b. Name of Grant Manager: Raymond Engelhardt	Address: NRG Energy 2500 Y U Jones Road Thompsons, TX 77481
Telephone: 281-343-2372	e-mail address: <u>raymond.engelhardt@nrgenergy.com</u>
Fax: 281-341-8609	
c. Name of person writing final summary letter: Ronald Drachenberg, PE, RPLS	Address: Fort Bend County Engineering 1124 Blume Road Rosenberg, Texas 77471
Telephone: 281-633-7509 281-793-8575 cell	e-mail address: <u>rdd@co.fort-bend.tx.us</u>
Fax: 281-342-7366	
d. Name of person who will administer funds ²² : Bob Stone	Address: Fort Bend County Office of Emergency Management 307 Fort Street Richmond, TX 77469
Telephone: 281-342-6185	e-mail address: <u>stonerob@co.fort-bend.tx.us</u>
Fax: 281-342-4798	
e. County or City's Vendor Identification Number: XXXXXXXXXX	
2. CERTIFICATION	
To the best of my knowledge and belief, all information in this application is true and correct. The document has been duly authorized by County Judge Robert E. Hebert and a majority vote of the Local Emergency Planning Committee. The County of Fort Bend will serve as fiscal agent for the project and comply with all contractual obligations if assistance is provided.	
NAME OF LEPC CHAIR: Raymond Engelhardt	SIGNATURE 
TELEPHONE: 281-343-2372	DATE:
FAX: 281-341-8609	
NAME OF AUTHORIZED FISCAL AGENT ²³ : Ed Sturdivant	
TITLE: County Auditor	SIGNATURE 
TELEPHONE: 281-341-3760	DATE: 12/7/10
FAX: 281-341-3774	

²² This cannot be the LEPC Chair or grant manager. Must be a member of the authorized fiscal agent.

²³ This is the county or city fiscal agent that will manage of any and all monies awarded under this grant. See paragraph 6.

[Type text]

12-10-10 copy received

FY11 HMEP Planning Grant Application

Project Narrative (Page 1 of 3)

<u>Ft. Bend County Local Emergency Planning Committee</u> (Legal Name of LEPC county or city)
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Section 1: Problem Statement and Data (Limit to 100 words)

Fort Bend County is one of the fastest growing Counties in the United States and currently has a population of approximately 550,000. The Union Pacific Rail Line runs through the heart of our county and through the Cities of Missouri City, Stafford, Sugar Land, Richmond and Rosenberg. Our county also has hazardous materials traveling on our major highways including U.S. 59 and U.S. 90A. The information from this Commodity Flow Study will help us with updating our hazardous materials response plans and to insure that our Hazardous Materials Response Teams are adequately equipped and trained to handle emergencies involving the chemicals that pass through our communities daily.

Section 2: Goal Statement (Limit to 100 words)

The goal is to collect, evaluate, and document hazardous materials commodity movements for major roadway, railway, and pipeline transport corridors in the LEPC jurisdiction. The project will identify hazardous materials transported by HazMat division, class, special handling characteristics, Toxic Inhalation Hazard (TIH), and transport vehicle types. Quantities of hazardous materials will be identified initially by material presence/absence, and then vehicle counts and individual vessel quantity estimates associated with placard requirements, and specific chemical quantities, as available. Pipeline information will consist of locations and commodity types handled. Hazmat storage, usage and consumption information at fixed facilities will not be covered.

Section 3: Areas & Population Served (Limit to 100 words)

Fort Bend County is located on the southwest side of the Houston Metroplex. The population served by the LEPC is approximately 557,000, and the area served by the LEPC is approximately 875 square miles. Communities include Cinco Ranch, Greatwood, Mission Bend, Missouri City, New Territory, Pecan Grove, Richmond, Rosenberg, Stafford, Sugarland, and south Katy neighborhoods. Fort Bend County has heavy truck traffic along US-59, Beltway 8, and TX-6. Other truck traffic corridors include US-90A, TX-36, FM-1093, and TX-99. Class I railroad carriers include the Union Pacific Railroad, BNSF Railway, and Kansas City and Southern Railroad.

Project Narrative
(Page 2 of 3)

Section 4: Planned Project Objectives

(Limit to space below – do not use continuation page)

The LEPC will work with Texas Transportation Institute (TTI) to conduct the hazardous materials commodity flow study (HMCFS). The following tasks will be included:

Task 1: The LEPC and TTI will schedule a briefing and kickoff meeting. Approximate completion date (ACD): 12/31/10

Task 2: The LEPC and TTI will meet to review project goals and timelines. Data collection locations and other needs and safety considerations will be identified. ACD: 01/31/11

Task 3: The LEPC will recruit volunteers for participation in the project. TTI will conduct training of LEPC volunteers on HMCFS data collection and reporting procedures. ACD: 02/28/11

Task 4: The LEPC and TTI will conduct data collection. The large majority of data collection is for truck traffic on major area roadways. TTI will advise LEPC on a monthly basis about recommended times and locations for collection of commodity flow data. ACD: 07/31/11

Tasks 5, 6, and 7: TTI will process data from HMCFS data collection activities by entering the information into electronic spreadsheet or database. TTI will analyze the collected and received hazmat CFS data to identify hazmat commodity flows for primary transport corridors in the LEPC jurisdiction. TTI will develop a project summary report documenting the results of the hazmat CFS for truck, rail, and pipeline. Electronic copies of the report in Microsoft Word and/or Adobe Acrobat format will be provided to TDEM, the LEPC Chair, and other entities as identified by TDEM or the LEPC Chair. ACD: 09/30/11

Task 8: TTI will present the project results to the LEPC at the LEPC's location. ACD: 09/30/11

Section 5: Measurement & Evaluation

(Limit to space below – do not use continuation page)

- a. Output measures. The LEPC's output measures for project tasks include participation in coordination of project activities and effort (Tasks 1 and 3), attendance at meetings, trainings, and presentations (Tasks 2, 3, and 8), and participation in data collection for the project (Task 4). TTI will be responsible for output measures for Tasks 5, 6, and 7.
- b. Outcome measures. The outcome of the project will be a report documenting the results of the study as identified under Goals and Outcomes.
- c. Current data. The most recent HMCFS for Ft. Bend County LEPC was conducted in 2000.
- d. Target levels. The total hours of LEPC participation toward achieving output and outcome measures over the entire project is estimated at 378 hours**. This includes LEPC member and volunteer attendance at meetings, trainings, briefings, and presentations, travel to and from data collection locations, a suggested minimum of 172 hours of roadway data collection by the LEPC (not including data collection by TTI) at various locations on major roadways, and other activities. Other activities are eligible toward in-kind match which may reduce the total number of LEPC participation hours, including but not limited to facilities and vehicle mileage, provided such effort is appropriately documented. HMCFS information will be incorporated into local emergency plans within one year of project completion. HMCFS information will be incorporated into local hazard analyses, as applicable, within three years of project completion.

**Per http://www.independentsector.org/volunteer_time the 2008 rate for Texas volunteer time is \$21.47/hour. When adjusted for inflation (2.96% adjustment is what was used for the Web sites' 2008-2009 national rates), the 2009 rate for Texas volunteer time is \$22.11/hour.

**Project Narrative
(Page 3 of 3)**

Section 6: Project Summary

Fort Bend County is located on the southwest side of the Houston Metroplex. The population served by the LEPC is approximately 557,000, and the area served by the LEPC is approximately 875 square miles. Communities include Cinco Ranch, Greatwood, Mission Bend, Missouri City, New Territory, Pecan Grove, Richmond, Rosenberg, Stafford, Sugarland, and south Katy neighborhoods. Fort Bend County has heavy truck traffic along US-59, Beltway 8, and TX-6. Other truck traffic corridors include US-90A, TX-36, FM-1093, and TX-99. Class I railroad carriers include the Union Pacific Railroad, BNSF Railway, and Kansas City and Southern Railroad.

A hazardous materials commodity flow study (HMCFS) provides a fact basis for many different emergency and community planning applications. LEPCs can use HMCFS information to help raise awareness of the public and elected officials about hazmat risks, identify training and exercise scenarios, plan for protective actions (shelter-in-place, evacuation, etc.), evaluate equipment and supplies needs, conduct hazard and vulnerability assessments, and designate hazmat transportation routes. Fort Bend County LEPC's last HMCFS was completed in 2000. The information from this Commodity Flow Study will help us with updating our hazardous materials response plans and to insure that our Hazardous Materials Response Teams are adequately equipped and trained to handle emergencies involving the chemicals that pass through our communities daily.

The goal of the project is to collect, evaluate, and document hazardous materials commodity flow information for major roadway, railway, and pipeline transport corridors in the LEPC jurisdiction. The project report will identify hazardous materials transported by HazMat division, class, special handling characteristics, Toxic Inhalation Hazard (TIH), and transport vehicle types. Quantities of hazardous materials will be identified initially by material presence/absence, and then vehicle counts and individual vessel quantity estimates associated with placard requirements, and specific chemical quantities, as available.

The LEPC will work with Texas Transportation Institute (TTI) to conduct the HMCFS. The project tasks include:

- * A briefing and kickoff meeting to review project goals and timelines.
- * Reconnaissance to identify recommended locations for truck data collection and other needs and safety considerations.
- * Recruiting volunteers for participation in the project, and training of volunteers on hazmat CFS data collection and reporting procedures.
- * Collecting data. The large majority of data collection effort is for truck traffic on major area roadways. Data will be also collected from Class I railroads operating in the area. Pipeline data will be obtained from the U.S. Department of Transportation.
- * Processing collected data into electronic spreadsheets or databases, analyzing the data to identify hazmat commodity flows for primary transport corridors in the LEPC jurisdiction, and developing a project report documenting the results of the HMCFS for truck, rail, and pipeline.
- * Presenting the project results to the LEPC. Electronic copies of the project report in Microsoft Word and/or Adobe Acrobat format will be provided to TDEM, the LEPC Chair, and other entities as identified by TDEM or the LEPC Chair.

(Limit to space above – do not use continuation page)

FY11 HMEP Planning Grant Application

HMEP Budget Summary (Page 1 of 3)

<u>Ft. Bend County Local Emergency Planning Committee</u> (Legal Name of LEPC county or city)			
BUDGET CATEGORIES	GRANT FUNDS (80%)	LOCAL MATCH ²⁴ (20%)	TOTAL PROJECT FUNDS
a. Travel			
b. Supplies (Attach a detailed list)			
c. Salaries (Part-time / temporary)			
d. Contractual	\$44,602		\$44,602
e. Other (In-kind)		\$3,735 (TTI) \$8,349 (LEPC)	\$12,084
f. Totals (Sum of a - e)	\$44,602	\$12,084	\$56,686
FISCAL YEAR		ACTUAL LEPC PLANNING ACTIVITY EXPENDITURE EXCLUSIVE OF FEDERAL FUNDS	
g. 2008²⁵		\$15,000	
h. 2009²⁵		\$0	
i. Total LEPC Expenditure		\$15,000	
j. Average of past two years⁶			
k. I certify the average of the past two years for planning will be spent in addition to the 20% cost share for the grant.		LEPC Chairperson: <u>Raymond Engelhardt</u> Signature: _____ Date: _____	

²⁴ If the local match will be in kind, rather than cash, describe how the match will be provided. See paragraph 5, Funding, on page 3 of the HMEP Planning Grant Application for further information on eligible match items.

²⁵ See HMEP Budget Analysis, Page 17

FY11 HMEP Planning Grant Application

HMEP Budget Detail²⁶ (Page 2 of 3)

Ft. Bend County Local Emergency Planning Committee (Legal Name of LEPC county or city)

Travel: N/A

Supplies: N/A

Salary: N/A

Contractual Services: Texas Transportation Institute's (TTI's) cost for assisting Ft. Bend County LEPC with conducting a hazardous materials commodity flow study (HMCFS) is \$44,602. TTI has conducted 22 HMCFS projects for Texas LEPCs since 1995 and co-led development of a guidebook for conducting HMCFS, to be published nationally by the Transportation Research Board. As a State of Texas agency, TTI is qualified to work with Class I railroads and with U.S. Department of Transportation's National Pipeline Mapping System (NPMS) for receiving and processing restricted access HazMat transport data on behalf of LEPCs. It is understood that TTI may contract with TDEM directly for services to assist the LEPC with conducting the study.

Other: Interagency contracts between TTI and other state agencies use a reduced rate of indirect costs. The reduction from standard rates is eligible as a non-federal grant match. This totals \$3,735. The value of in-kind match efforts is \$8,349 for Ft. Bend County LEPC. The total includes but is not limited to in-kind value of LEPC member and volunteer attendance at meetings, trainings, briefings, and presentations about the project, travel to and from data collection locations, data collection, and other activities.

²⁶ Break cost down into line items.

FY11 HMEP Planning Grant Application

HMEP Budget Analysis for 2008 / 2009 (Page 3 of 3)

<u>Ft. Bend County Local Emergency Planning Committee</u> (Legal Name of LEPC county or city)	
2008 Authorized planning project(s)	Expenditure for planning project(s) (<u>Do not include Federal Funds</u>)
Table Top Exercise	\$15,000
2008 Total planning project expenditures:	
	\$15,000
2009 Authorized planning project(s)	Expenditure for planning project(s) (<u>Do not include Federal Funds</u>)
N/A	N/A
2009 Total planning project expenditures:	
	N/A

[Type text]

FY11 HMEP Planning Grant Application

HMEP Planning Grant Survey

Please complete this survey as part of your HMEP Planning Grant Application Package. The following questions about the jurisdiction within your LEPC will be used as part of the grant application scoring process.

Survey Items

Yes	No	Question
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1. What level does the jurisdiction(s) served by the LEPC have their emergency management plans? Advance level Intermediate level Basic level None of the above/unable to determine.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Is the jurisdiction(s) served by the LEPC NIMS compliant?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Does the jurisdiction(s) served by the LEPC have a current commodity flow study? If so, when was the study conducted? _____ (year)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Does the jurisdiction(s) served by the LEPC have a current Hazard Analysis? If so, when was the analysis conducted? 2005 (year)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Has the LEPC taken an active role in the local jurisdictions emergency management planning/training?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Has the LEPC taking an active role in ensuring hazardous material training is provided for local first responders?
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7. At what HazMat level are most of the fire fighters in the jurisdiction served by the LEPC trained? Technician or above (TDEM goal for all fire fighters) Operations Awareness None of the above/unable to determine.
<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a. At what HazMat level are most of the public works employees in the jurisdiction served by the LEPC trained? Operations or above (TDEM goal for public works) Awareness None of the above/unable to determine. Explain:
<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	b. At what HazMat level are most of the police officers in the jurisdiction served by the LEPC trained? Operations or above (TDEM goal for law enforcement) Awareness None of the above/unable to determine. Explain:

FY11 HMEP Planning Grant Application

<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Are there written plans in place to train all first responders to the HazMat operations-level? Under these plans what is the projected date all first responders will be trained to the HazMat operations-level? _____ (year)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. Has the jurisdiction(s) served by the LEPC conducted a hazardous material training exercise in the past three years? When? 2007 (year)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. Does the LEPC have an education and outreach program concerning hazardous materials in place?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Has your LEPC applied for a HMEP grant in the past two years?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	12. Can your LEPC/community provide the cash/ <u>soft</u> match required with this grant?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	13. Can your jurisdiction complete this project within the time allotted?

ATTENDEES

Raymond Engelhardt	NRG Texas
Shayne Carter	Fluor Corp.
Wilbur Miller	Miller Safety Consultants
Bill Turner	Nalco Company
Ron Drachenberg	Fort Bend County
Shane Cothran	Champion Technologies
David Walker	TDCJ Jestor III Unit
Kevin Kress	Fort Bend Co. EMS

The July meeting of the Fort Bend County LEPC was called to order at 3:01 p.m. by Chairman Raymond Engelhardt. It was mentioned to all in attendance to be sure to sign the roster before leaving the meeting. Raymond also asked if all members would check their e-mail address on the roster to make sure they are correct because Raymond has been receiving a few failed e-mails when sending the minutes and agenda for the meetings.

MINUTES – Approval

The attending members of the Fort Bend County LEPC were asked to review the minutes from the June 17th, 2010 meeting. A motion to accept the minutes was made by Wilbur Miller and a 2nd by Shane Cothran.

Motion for approval of minutes passed.

TREASURER'S REPORT,

Current account Balance:	Checking	\$	201.18
	Savings	\$	<u>10,029.09</u>
	Total	\$	10,236.27

A Motion was made by Wilbur Miller to accept the Treasurer's report and 2nd by Ron Drachenberg. Motion for approval of Treasurer's Report passed.

COMMITTEE REPORTS

1. PUBLIC EDUCATION – RON DRACHENBERG

RON REPORTED THAT GRANT FUNDS ARE AVAILABLE FOR A COMMODITY FLOW STUDY, BUT THE DEADLINE IS AUGUST 1, 2010. RON WILL CHECK WITH THE COUNTY TO SEE IF THIS STUDY WOULD GENERATE USEFUL DATA THAT THE COUNTY COULD USE. IF IT WOULD THEN THE LEPC WILL PROCEED WITH SUBMITTING THE GRANT.

A MOTION WAS MADE BY SHAYNE CARTER FOR THE COMMITTEE TO CHECK TO SEE IF THIS WOULD BENEFIT THE COUNTY AND IF SO THEN SUBMIT THE GRANT APPLICATION. A SECOND TO THIS MOTION WAS MADE BY BILL TURNER.

MOTION FOR APPROVAL PASSED.

IT WAS REPORTED THAT THE TWO WALLY WISE GUY OUTFITS THAT MATAGORDA LEPC HAS IS STILL PENDING. RON DRACHENBERG WILL CHECK ON THIS.

2. ADMINISTRATIVE FINANCE – WILBUR MILLER

WILBUR ASKED IF THE ISSUE WITH THE LETTER FROM THE IRS REQUESTING A 990-N (E-POSTCARD) TO KEEP OUR TAX EXEMPT STATUS HAS BEEN COMPLETED. RAYMOND REPORTED THAT HE HAD TAKEN CARE OF THIS ISSUE.

3. HAZARDOUS MATERIAL – MIKE HAFFER

NO REPORT.

4. EMERGENCY RESPONSE – DANNY JAN

NO REPORT

OLD BUSINESS

- RAYMOND REPORTED THAT THE LEPC HAS RECEIVED CONFIRMATION FROM THE STATE THAT THEY RECEIVED THE ELECTRONIC FORM 990-N (E-POSTCARD) TO KEEP OUR TAX-EXEMPT STATUS.

NEW BUSINESS

- Raymond reported that he had not received any nominations for LEPC officer's positions. Raymond asked if there were any nominations from the floor. No nominations from the floor. Ron Drachenberg made a motion to keep the same officer's. Wilbur Miller 2nd the motion. The members approved the motion to keep the same officer's. The attending officer's accepted their office for the years of September 1, 2010 through August 31, 2012.

Chairman – Raymond Engelhardt
Vice-Chairman – Shayne Carter
Secretary-Treasurer – Kevin Kress

ANNOUNCEMENTS

- Beasley Fire Department fund raiser will be held on Sunday July 18, 2010.

NEXT MEETING DATE

August 19, 2010

ADJOURN:

Raymond Engelhardt asked for a motion to adjourn.
Wilbur Miller made a motion to adjourn the meeting. 2nd made by Shane Cothran
Motion for adjournment passed
Meeting adjourned at 3:33 p.m.

Prepared and Submitted by: Raymond Engelhardt

Approved by: Raymond Engelhardt

Raymond Engelhardt, Chairman
Shayne Carter, Vice Chairman

Kevin Kress
LEPC Secretary / Treasurer