
CITY OF SUSANVILLE
66 North Lassen Street ♦ Susanville CA
Kevin Stafford, Mayor
Joseph Franco, Mayor pro tem
Brian Moore * Mendy Schuster * Brian R. Wilson

SUSANVILLE COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting ♦ City Council Chambers
December 5, 2018 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 18-5598

Next Ordinance No. 18-1014

- 1 **APPROVAL OF AGENDA:** (Additions and/or Deletions)

- 2 **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.

- 3 **CLOSED SESSION:**
 - A PUBLIC EMPLOYEE APPOINTMENT: - pursuant to Government Code Section 54957:
 - 1 City Administrator
 - B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8
 - 1 Property: Memorial Park-Ball Park
 - Agency Negotiator: Dan Newton, Interim City Administrator
 - Negotiating Parties: Dr. Marlon Hall, Lassen Community College
 - Under Negotiation: Price/Conditions/Terms of Lease

- 4 **RETURN TO OPEN SESSION:** (recess if necessary)
 - *Reconvene in open session at 7:00 p.m.*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Councilmember Brian Wilson*
 - *Proclamations, awards or presentations by the City Council:*
 - **Badge Pinning Ceremony – Chief of Police Kevin Jones**

- 5 **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit

6 **CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

- Receive and file Finance Reports for October 2018

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 202359 through 202680 for a total of \$445,864.89 including \$167,252.01 in payroll warrants
- B Consider **Resolution No. 18-5595** approving Colocation Lease Agreement with CalNeva Towers
- C Consider approval of **Resolution No. 18-5596** approving appointment to the Small Cities Organized Risk Effort (SCORE) Board of Directors
- D Consider approval of **Resolution No. 18-5597** approving Lassen County Area Plan
- E Consider authorizing expenditure of City Council Discretionary Funds in support of Holiday With a Hero event

10 **SUSANVILLE COMMUNITY DEVELOPMENT AGENCY:** No business.

11 **SUSANVILLE MUNICIPAL ENERGY CORPORATION:** No business.

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:** No business.

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

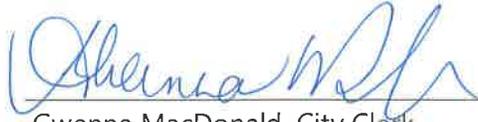
15 **ADJOURNMENT:**

- ***The next regular meeting of the Susanville City Council will be held on December 19, 2018 at 6:00 p.m.***

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.org, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for December 5, 2018 in the areas designated on November 30, 2018.

A handwritten signature in blue ink, appearing to read "Gwenna MacDonald", written over a horizontal line.

Gwenna MacDonald, City Clerk

Reviewed by: D Interim City Administrator

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Deborah Savage, Finance Manager

Action Date: December 5, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for the Council's review is the cash and investment report and the summary report of revenues, expenditures and projected fund balances for the month of October 2018.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file monthly finance reports.

ATTACHMENTS: Pooled cash and investments report
Cash and Investment report
Receipts and disbursements report
Revenues, expenses and fund balances report

POOLED CASH & INVESTMENTS

October 31, 2018

POOLED CASH FUND	
Tri Counties Bank - Checking	336,733
LAIF	13,593,245
Total Cash & Investments	<u>13,929,978</u>

Pooled Cash Allocation:

General	756,490
General Fund Restricted	1,677,681
Special Revenue	801,414
Capital Projects	13,848
Debt Service	393,731
Enterprise:	
Airport	7,471
Geothermal	261,821
Golf Course	(59,679)
Natural Gas	5,214,059
Water	3,944,687
Internal Service	488,575
Trust & Agency	429,880
Total Cash & Inv. Allocations	<u>13,929,978</u>

CASH WITH FISCAL AGENTS

October 31, 2018

General	
Special Revenue	
Capital Projects	
Debt Service	0
Enterprise	2,454,773
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,454,773</u>
GRAND TOTAL	<u>16,384,750</u>

S:/Finance/Debi/Council Cash & Investments Report

11/30/2018 8:18

Totals may not add due to rounding

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 OCTOBER 31, 2018

COMBINED ACCOUNTS

9999-1011-002	TRI COUNTIES BANK	336,733.03
9999-1030-001	LAIF	13,593,245.34
	TOTAL COMBINED CASH AND INVESTMENTS	13,929,978.37
9999-1000-000	CLAIM ON CASH	(13,929,978.37)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	18,581.66
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,515.07
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	140,000.91
1004	ALLOCATION TO GF-PANCERA	18,654.33
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,346,234.59
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	2,379.16
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	102,420.79
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	45,894.91
2002	ALLOCATION TO STATE COPS	19,784.48
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	161,260.37
2006	ALLOCATION TO SNOW REMOVAL	45,382.60
2007	ALLOCATION TO STREETS & HIGHWAYS	(718,347.02)
2010	ALLOCATION TO STREET MITIGATION	43,831.14
2011	ALLOCATION TO POLICE MITIGATION	10,029.59
2012	ALLOCATION TO FIRE MITIGATION	140,724.12
2013	ALLOCATION TO PARK DEDICATION FUND	160,661.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	102,703.69
2018	ALLOCATION TO HOME REVOLVING FUND	466,837.52
2030	ALLOCATION TO TRAFFIC SAFETY	52,533.43
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	80,721.49
2037	ALLOCATION TO SKYLINE BICYCLE LANE	8,826.61
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	247,849.32
4003	ALLOCATION TO CITY HALL	30,413.83
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	329,047.15
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	34,269.67
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	691,043.64
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	21,776.93
7630	ALLOCATION TO RISK MANAGEMENT FUND	222,116.53
7650	ALLOCATION TO PAYROLL	49.81
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	11,032.02
8402	ALLOCATION TO LAFCO	70,681.75
8403	ALLOCATION TO SEC 125 & AFLAC	2,036.89
8404	ALLOCATION TO AIR POLLUTION	130,940.78
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	215,188.38
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(129,421.39)
8407	ALLOCATION TO AIR POLLUTION- CCI REDUCTION	108,038.10
	ALLOCATIONS TO RESTRICTED FUNDS	9,044,768.85

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
OCTOBER 31, 2018

<u>UNRESTRICTED FUNDS</u>	
1000 ALLOCATION TO GENERAL FUND	756,489.73
3015 ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110 ALLOCATION TO WATER SYSTEM	225,263.45
7112 ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	28,380.04
7201 ALLOCATION TO AIRPORT	7,470.80
7301 ALLOCATION TO GEOTHERMAL UTILITY	261,820.66
7401 ALLOCATION TO NATURAL GAS	3,406,984.28
7530 ALLOCATION TO GOLF COURSE	(59,678.97)
7620 ALLOCATION TO PW ADMIN & ENGINEERING FUND	244,631.56
	<hr/>
ALLOCATIONS TO UNRESTRICTED FUNDS	4,885,209.52
	<hr/>
TOTAL ALLOCATIONS TO OTHER FUNDS	13,929,978.37
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(13,929,978.37)
	<hr/>
ZERO PROOF IF ALLOCATIONS BALANCE	.00
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TRI-COUNTIES BANK

		\$158,762.39	
10/1/2018	-\$2,274.63	\$156,487.76	
10/1/2018		\$544,296.45	\$700,784.21
10/1/2018		\$11,411.56	\$712,195.77
10/1/2018		\$1,563.79	\$713,759.56
10/2/2018		\$812.50	\$714,572.06
10/2/2018		\$32,700.22	\$747,272.28
10/2/2018		\$26,695.93	\$773,968.21
10/2/2018		\$6,599.66	\$780,567.87
10/3/2018	-\$650,000.00	\$130,567.87	
10/3/2018	-\$8,339.74	\$122,228.13	
10/3/2018		\$2,205.14	\$124,433.27
10/3/2018		\$30,525.51	\$154,958.78
10/3/2018		\$7,076.32	\$162,035.10
10/4/2018		\$1,719.61	\$163,754.71
10/4/2018		\$12,719.69	\$176,474.40
10/4/2018		\$5,059.20	\$181,533.60
10/4/2018		\$597.30	\$182,130.90
10/4/2018	-\$44,498.75	\$137,632.15	
10/5/2018		\$76.50	\$137,708.65
10/5/2018		\$16,551.93	\$154,260.58
10/5/2018		\$4,237.19	\$158,497.77
10/9/2018		\$1,154.30	\$159,652.07
10/9/2018		\$75,162.55	\$234,814.62
10/9/2018		\$5,901.91	\$240,716.53
10/10/2018	-\$107,949.04	\$132,767.49	
10/10/2018	-\$1,533.25	\$131,234.24	
10/10/2018	-\$32,309.79	\$98,924.45	
10/10/2018	-\$4,830.11	\$94,094.34	
10/10/2018	-\$1,411.32	\$92,683.02	
10/10/2018	-\$24,788.91	\$67,894.11	
10/10/2018	-\$3,515.46	\$64,378.65	
10/10/2018		\$1,046.59	\$65,425.24
10/10/2018	-\$596.87	\$64,828.37	
10/10/2018	-\$10.00	\$64,818.37	
10/10/2018	-\$94.60	\$64,723.77	
10/10/2018	-\$235.06	\$64,488.71	
10/10/2018		\$120,545.09	\$185,033.80
10/10/2018		\$7,803.24	\$192,837.04
10/10/2018		\$115.00	\$192,952.04
10/11/2018		\$35,000.00	\$227,952.04
10/11/2018		\$516.47	\$228,468.51
10/11/2018		\$11,762.53	\$240,231.04
10/11/2018		\$3,487.06	\$243,718.10
10/11/2018		\$55,000.00	\$298,718.10
10/11/2018		\$105.54	\$298,823.64
10/11/2018	-\$254,271.53	\$44,552.11	
10/12/2018	-\$210.00	\$44,342.11	
10/12/2018		\$1,093.10	\$45,435.21
10/12/2018		\$23,646.63	\$69,081.84
10/12/2018		\$3,764.11	\$72,845.95
10/12/2018		\$1,564.01	\$74,409.96
10/15/2018	-\$1,210.00	\$73,199.96	
10/15/2018		\$259.10	\$73,459.06
10/15/2018		\$125.67	\$73,584.73

TRI-COUNTIES BANK

10/15/2018		\$73,524.73
10/15/2018	-\$60.00	\$31,743.76 \$105,268.49
10/15/2018		\$4,014.16 \$109,282.65
10/15/2018		\$487.00 \$109,769.65
10/15/2018	-\$1,036.00	\$108,733.65
10/15/2018		\$137.25 \$108,870.90
10/16/2018		\$23,904.53 \$132,775.43
10/16/2018		\$5,024.89 \$137,800.32
10/16/2018		\$715.46 \$138,515.78
10/17/2018		\$414.66 \$138,930.44
10/17/2018		\$456.56 \$139,387.00
10/17/2018		\$246.33 \$139,633.33
10/17/2018	-\$100.00	\$139,533.33
10/17/2018	-\$3,714.28	\$135,819.05
10/17/2018	-\$449.28	\$135,369.77
10/17/2018	-\$7.07	\$135,362.70
10/17/2018		\$17,132.60 \$152,495.30
10/17/2018		\$4,431.34 \$156,926.64
10/17/2018	-\$827.01	\$156,099.63
10/18/2018		\$687.56 \$156,787.19
10/18/2018		\$827.01 \$157,614.20
10/18/2018		\$97.89 \$157,712.09
10/18/2018		\$8,310.97 \$166,023.06
10/18/2018		\$2,704.64 \$168,727.70
10/18/2018	-\$63,432.23	\$105,295.47
10/19/2018		\$12,481.41 \$117,776.88
10/19/2018		\$3,922.21 \$121,699.09
10/19/2018		\$758.57 \$122,457.66
10/19/2018		\$1,008.48 \$123,466.14
10/19/2018		\$190.22 \$123,656.36
10/22/2018		\$35,234.17 \$158,890.53
10/22/2018		\$5,916.73 \$164,807.26
10/22/2018		\$1,297.62 \$166,104.88
10/23/2018		\$27,740.99 \$193,845.87
10/23/2018		\$710.39 \$194,556.26
10/23/2018		\$241.12 \$194,797.38
10/23/2018		\$46.93 \$194,844.31
10/23/2018		\$222.79 \$195,067.10
10/23/2018		\$140,000.00 \$335,067.10
10/23/2018	-\$19,952.91	\$315,114.19
10/23/2018	-\$35.00	\$315,079.19
10/23/2018	-\$111,550.35	\$203,528.84
10/23/2018	-\$967.35	\$202,561.49
10/23/2018	-\$33,675.70	\$168,885.79
10/23/2018	-\$5,115.38	\$163,770.41
10/23/2018	-\$5,533.00	\$158,237.41
10/23/2018	-\$0.03	\$158,237.38
10/23/2018	-\$1,425.54	\$156,811.84
10/23/2018	-\$25,372.77	\$131,439.07
10/23/2018	-\$64,980.00	\$66,459.07
10/23/2018	-\$1,101.25	\$65,357.82
10/23/2018	-\$274.70	\$65,083.12
10/23/2018	-\$601.20	\$64,481.92
10/23/2018	-\$8,330.46	\$56,151.46
10/23/2018		\$76.50 \$56,227.96

TRI-COUNTIES BANK

10/23/2018		\$11,314.88	\$67,542.84
10/23/2018		\$2,546.04	\$70,088.88
10/24/2018		\$776.87	\$70,865.75
10/24/2018		\$179,083.32	\$249,949.07
10/24/2018		\$11,347.50	\$261,296.57
10/24/2018		\$3,238.01	\$264,534.58
10/25/2018		\$324.38	\$264,858.96
10/25/2018		\$1,308.03	\$266,166.99
10/25/2018	-\$40.00		\$266,126.99
10/25/2018	-\$103,764.98		\$162,362.01
10/25/2018		\$173.43	\$162,535.44
10/25/2018		\$171.91	\$162,707.35
10/25/2018		\$11,841.01	\$174,548.36
10/25/2018		\$3,370.99	\$177,919.35
10/26/2018		\$10,762.90	\$188,682.25
10/26/2018		\$3,955.58	\$192,637.83
10/26/2018		\$641.00	\$193,278.83
10/29/2018		\$480.61	\$193,759.44
10/29/2018		\$342.42	\$194,101.86
10/29/2018		\$407.66	\$194,509.52
10/29/2018		\$45.52	\$194,555.04
10/29/2018		\$39.10	\$194,594.14
10/29/2018		\$48,980.35	\$243,574.49
10/29/2018		\$6,663.56	\$250,238.05
10/29/2018		\$1,702.01	\$251,940.06
10/30/2018		\$9,937.35	\$261,877.41
10/30/2018		\$4,296.67	\$266,174.08
10/30/2018		\$194.46	\$266,368.54
10/30/2018		\$647.40	\$267,015.94
10/30/2018		\$7.00	\$267,022.94
10/30/2018		\$11.28	\$267,034.22
10/30/2018		\$62.64	\$267,096.86
10/30/2018		\$93.24	\$267,190.10
10/30/2018		\$88.45	\$267,278.55
10/30/2018		\$2,548.32	\$269,826.87
10/30/2018		\$25,838.86	\$295,665.73
10/30/2018	-\$111.09		\$295,554.64
10/31/2018	-\$124,134.36		\$171,420.28
10/31/2018		\$159,856.18	\$331,276.46
10/31/2018		\$5,214.16	\$336,490.62
10/31/2018		\$242.41	\$336,733.03

s:/Debi/fund Balances Report

Fund #	Fund Title	Unaudited	YTD	YTD	Unaudited
		6/30/18	Revenue	Expenditures	OCTOBER
		Fund Balance			Fund Balance
					10/31/2018
100X	General Fund	3,584,820	1,254,963	2,099,316	2,740,466
2002	State COPS	60,261	82	40,562	19,782
2005	Road Maintenance & Rehab SB-1	105,158	56,102		161,260
2006	Snow Removal	46,024	38	680	45,383
2007	Streets	(211,421)	1,451,768	1,262,265	(21,917)
2010	Street Mitigation	43,537	295		43,832
2011	Police Mitigation	9,618	411		10,030
2012	Fire Mitigation	141,189	581	1,045	140,725
2013	Park Dedication	160,335	340		160,675
2016	State Comm. Dev. Rev.FD	956,931	6,918		963,848
2018	Home Revolving Fund	752,149	7,043	4,828	754,364
2030	Traffic Safety	51,522	1,014		52,537
2035	Traffic Signals Fund	80,546	175		80,720
2037	Skyline Bicycle Lane	8,813	14		8,827
2040	CDBG Riverside Drive Project	306,285	0	58,436	247,849
3015	City Hall Parking Lot	13,848			13,848
4003	City Hall Debt Service	52,259	46,128	67,973	30,415
4004	2013 CalPERS Refunding Loan	481,508	153,784	306,240	329,052
4005	Community Pool Debt Service	630	33,640		34,270
711X	Water Funds	3,630,659	922,809	858,682	3,694,786
7201	Airport	2,184,445	78,303	88,859	2,173,889
7301	Geothermal	551,216	37,117	28,757	559,576
740X	Natural Gas	502,042	422,774	1,352,233	(427,417)
7530	Golf Course	2,370,353	118,305	139,334	2,349,325
7620	PW Admin/Engineering	168,593	63,439	10,901	221,130
7630	Risk Management	472,720	240,348	490,930	222,137
8402	LAFCO	33,348	56,601	14,237	75,712
8404	Air Pollution	199,922	23,459	81,668	141,713
8405	Air Pollution - Carl Moyer	319,643	626	105,000	215,269
8406	IRWM - Management Group	(86,037)		43,385	(129,421)
8407	CCI Woodsmoke Reduction	0	135,000	26,962	108,038
TOTALS		16,990,919	5,112,077	7,082,294	15,020,702

Reviewed by: Interim City Administrator

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Deborah Savage, Finance Manager

Action Date: December 5, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated October 27, 2018 through November 23, 2018 numbered 202359 through 202680.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 278,612.88 plus \$ 167,252.01 in payroll warrants, for a total of \$ 445,864.89.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/31/2018	202546	2	A-1 CHEMICAL INC	CUSTODIAL SUPPLIES-PARKS	6229587	1	1000-452-20-46	SUPPLIES-JANITORIAL	245.17	245.17
Total 6229587:											
10/18	10/31/2018	202548	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636355589	1	7620-430-10-44	LINEN SERVICE	29.53	29.53
Total 636355589:											
10/18	10/31/2018	202548	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636355590	1	7401-430-62-44	LINEN SERVICES	49.44	49.44
Total 636355590:											
10/18	10/31/2018	202548	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636355591	1	2007-431-20-44	LINEN SERVICE	50.44	50.44
Total 636355591:											
10/18	10/31/2018	202548	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636355592	1	7110-430-42-44	LINEN SERVICE	38.65	38.65
Total 636355592:											
10/18	10/31/2018	202549	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320200692	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1,467.49	1,467.49
Total 320200692:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	425097	1	2007-431-20-46	SUPPLIES-GENERAL	103.06	103.06
Total 425097:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	425117	1	1000-452-20-46	SUPPLIES-GENERAL	9.64	9.64
Total 425117:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	425218	1	1000-452-21-46	SUPPLIES-GENERAL	16.40	16.40

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 425117:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	425218	1	1000-452-21-46	SUPPLIES-GENERAL	16.40	16.40
Total 425218:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-WATER	425246	1	7110-430-42-46	SUPPLIES-GENERAL	5.77	5.77
Total 425246:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	425257	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	67.14	67.14
Total 425257:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	425296	1	1000-452-20-46	SUPPLIES-GENERAL	86.85	86.85
Total 425296:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-WATER	425316	1	7110-430-42-46	SUPPLIES-GENERAL	1.24	1.24
Total 425316:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	425402	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	1.91	1.91
Total 425402:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	425603	1	2007-431-20-46	SUPPLIES-GENERAL	36.90	36.90
Total 425603:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	425676	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	13.59	13.59
Total 425676:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-WATER	426046	1	7110-430-42-46	SUPPLIES-GENERAL	2.32	2.32
Total 426046:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	426131	1	1000-452-20-46	SUPPLIES-GENERAL	8.24	8.24
Total 426131:											
10/18	10/31/2018	202550	76	BILLINGTON ACE HARD	SUPPLIES- FIRE	426429	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	15.92	15.92
Total 426429:											
10/18	10/31/2018	202551	986	CARLSON'S TIRE PROS	REPAIR & MAINT- GAS	60285	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	79.98	79.98
Total 60285:											
10/18	10/31/2018	202552	148	COMPUTER LOGISTICS	TOWER	72013	1	1000-417-10-46	SUPPLIES-GENERAL	1,201.20	1,201.20
Total 72013:											
10/18	10/31/2018	202552	148	COMPUTER LOGISTICS	ANTI-VIRUS RENEWAL	72085	1	1000-417-10-47	SOFTWARE	513.00	513.00
Total 72085:											
10/18	10/31/2018	202553	161	CSK AUTO INC	SUPPLIES-STREETS	2740146650	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	294.93	294.93
Total 2740146650:											
10/18	10/31/2018	202553	161	CSK AUTO INC	SUPPLIES-STREETS	2740146922	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	294.93	294.93
Total 2740146922:											
10/18	10/31/2018	202553	161	CSK AUTO INC	SUPPLIES-GAS	2740149308	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	125.61	125.61
Total 2740149308:											
10/18	10/31/2018	202553	161	CSK AUTO INC	SUPPLIES-STREETS	2740150052	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.53	15.53
Total 2740150052:											
10/18	10/31/2018	202553	161	CSK AUTO INC	SUPPLIES-STREETS	2740150447	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	86.86	86.86

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2740150447:											
10/18	10/31/2018	202554	174	DATEMA, STEVEN K.	AIRPORT MANAGER 10/18	103018	1	7201-430-81-43	TECHNICAL SVCS	1,992.70	1,992.70
Total 103018:											
10/18	10/31/2018	202555	219	ED STAUB & SONS PETR	37.74 GAL PROPANE- AIRPORT	0373508	1	7201-430-81-46	PROPANE	69.63	69.63
Total 0373508:											
10/18	10/31/2018	202556	8903	EXPERIAN	PROFESSIONAL SERVICES	1907093031	1	1000-421-10-43	PROFESSIONAL SVCS	179.10	179.10
Total 1907093031:											
10/18	10/31/2018	202557	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878782A	1	7110-430-42-43	TECHNICAL SVCS	95.00	95.00
Total 878782A:											
10/18	10/31/2018	202558	9492		REFUND GAS DEPOSIT	10100201705	1	7401-2228-000	DEPOSITS-CUSTOMER	158.76	158.76
Total 10100201705:											
10/18	10/31/2018	202559	265	FRONTIER	252-4247 LASSEN CO AIR POLL	4247 101018	1	7620-430-10-45	COMMUNICATIONS	181.62	181.62
Total 4247 101018:											
10/18	10/31/2018	202560	331	INTERNATIONAL CODE C	FIRE DEPT MEMBERSHIP 8/18 -	3199417	1	1000-422-10-48	DUES AND MEMBERSHIPS	135.00	135.00
Total 3199417:											
10/18	10/31/2018	202561	335	J.W. WOOD CO INC	SUPPLIES- PARKS	S107617	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	115.87	115.87
Total S107617:											
10/18	10/31/2018	202561	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S107634	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	13.93	13.93
Total S107634:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/31/2018	202561	335	J.W. WOOD CO INC	SUPPLIES	S107741	1	1000-417-10-44	FACILITY - REPAIR & MAINTEN	17.34	17.34
Total S107741:											
10/18	10/31/2018	202562	911	JOHNSTONE SUPPLY	SUPPLIES-GAS	415-S2331863.001	1	7401-430-62-46	SUPPLIES-GENERAL	626.03	626.03
Total 415-S2331863.001:											
10/18	10/31/2018	202563	374	L N CURTIS & SONS	EQUIPMENT-FD	226181	1	2012-465-32-47	VEHICLES	536.25	536.25
Total 226181:											
10/18	10/31/2018	202564	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	310697	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	48.87	48.87
Total 310697:											
10/18	10/31/2018	202564	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	310828	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	58.98	58.98
Total 310828:											
10/18	10/31/2018	202564	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	311376	1	7401-430-62-46	SUPPLIES-GENERAL	12.99	12.99
Total 311376:											
10/18	10/31/2018	202565	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	1199	1	2007-431-20-44	DISPOSAL	48.21	48.21
Total 1199:											
10/18	10/31/2018	202566	437	LMUD	AIRPORT VASI LIGHTS	10108 102218	1	7201-430-81-46	ELECTRICITY	108.34	108.34
Total 10108 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 102218	1	7530-451-52-46	ELECTRICITY	1,057.77	1,057.77
Total 122907 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE PUMP STATION	122910 102218	1	7530-451-52-46	ELECTRICITY	1,417.69	1,417.69

GL Period	Check Issue Date	Check Number	Vendor Number	Paysee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 122910 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 102218	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 122929 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE PUMP HOUSE	132052 102218	1	7530-451-52-46	ELECTRICITY	93.38	93.38
Total 132052 102218:											
10/18	10/31/2018	202566	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 102218	1	7530-451-52-46	ELECTRICITY	423.91	423.91
Total 144281 102218:											
10/18	10/31/2018	202566	437	LMUD	1505 MAIN ST	2876 102218	1	1000-422-10-46	ELECTRICITY	566.29	566.29
Total 2876 102218:											
10/18	10/31/2018	202566	437	LMUD	LITTLE LEAGUE AREA LIGHTS-	3522 102218	1	1000-452-20-46	ELECTRICITY	55.81	55.81
Total 3522 102218:											
10/18	10/31/2018	202566	437	LMUD	105 S ASH STREET	412864 102218	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 412864 102218:											
10/18	10/31/2018	202566	437	LMUD	AIRPORT LOT 5	51908 102218	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 51908 102218:											
10/18	10/31/2018	202566	437	LMUD	AIRPORT HANGER 6	54333 102218	1	7201-430-81-46	ELECTRICITY	20.44	20.44
Total 54333 102218:											
10/18	10/31/2018	202566	437	LMUD	925 SIERRA RD SPORTS CTR	60453 102218	1	1000-452-20-46	ELECTRICITY	20.58	20.58
Total 60453 102218:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/31/2018	202566	437	LMUD	AIRPORT OFFICE	7146 102218	1	7201-430-81-46	ELECTRICITY	326.13	326.13
Total 7146 102218:											
10/18	10/31/2018	202566	437	LMUD	AIRPORT GAS PUMP	7154 102218	1	7201-430-81-46	ELECTRICITY	28.88	28.88
Total 7154 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE CLUB HOUSE	7394 102218	1	7530-451-52-46	ELECTRICITY	74.38	74.38
Total 7394 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE CART BARN 2	7400 102218	1	7530-451-52-46	ELECTRICITY	36.85	36.85
Total 7400 102218:											
10/18	10/31/2018	202566	437	LMUD	1801 MAIN ST	8314 102218	1	1000-421-10-46	ELECTRICITY	909.17	909.17
Total 8314 102218:											
10/18	10/31/2018	202566	437	LMUD	GOLF COURSE BARN 1 & 3	9312 102218	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 9312 102218:											
10/18	10/31/2018	202567	1508	MAIN STREET LUBE	OIL & FILTER- PD	16819	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	70.46	70.46
Total 16819:											
10/18	10/31/2018	202567	1508	MAIN STREET LUBE	OIL & FILTER - PD	16859	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	55.43	55.43
Total 16859:											
10/18	10/31/2018	202568	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES-PD	MCS2489	1	1000-421-10-44	CUSTODIAL	360.00	360.00
Total MCS2489:											
10/18	10/31/2018	202569	9493	NATONAL AUTO PARTS	SUPPLIES-FIRE	52-100282	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	442.79	442.79

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 52-100282:											
10/18	10/31/2018	202569	9493	NATIONAL AUTO PARTS	SUPPLIES- PW	52-100369	1	7620-430-10-46	SUPPLIES-GENERAL	9.79	9.79
Total 52-100369:											
10/18	10/31/2018	202570	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	2040001	1	1000-422-10-46	SUPPLIES-JANITORIAL	66.45	66.45
Total 2040001:											
10/18	10/31/2018	202570	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	2079420	1	1000-422-10-46	SUPPLIES-JANITORIAL	18.85	18.85
Total 2079420:											
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3379	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	157.50	157.50
Total 3379:											
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3380	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	157.50	157.50
Total 3380:											
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3381	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	157.50	157.50
Total 3381:											
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3382	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	157.50	157.50
Total 3382:											
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3383	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	78.75	78.75
Total 3383:											
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3384	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	157.50	157.50
Total 3384:											

Check Register - Payments by Vendor
 Check Issue Dates: 10/31/2018 - 10/31/2018

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
10/18	10/31/2018	202571	1368	SCHMIDT EQUIP. REPAI	MAINT & SAFETY INSPECTION	3385	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	157.50	157.50
Total 3385:											
10/18	10/31/2018	202572	628	SCORE	WORKERS COMP 7/18-6/19	WC 10-18SUS	1	7630-411-40-42	WORKERS' COMPENSATION	99,317.17	99,317.17
Total WC 10-18SUS:											
10/18	10/31/2018	202573	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	50493	1	7620-430-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 50493:											
10/18	10/31/2018	202574	640	SIERRA ELECTRONICS	SAFETY SUPPLIES-PD	ART2983	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	457.58	457.58
Total AR12983:											
10/18	10/31/2018	202575	1270	SILVER STATE BARRICA	SUPPLIES-STREETS	102598	1	2007-431-20-46	SUPPLIES-GENERAL	297.48	297.48
Total 102598:											
10/18	10/31/2018	202576	7095	SUSANVILLE FORD	REPAIR & MAINT #32- STREETS	611480/1	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	265.57	265.57
Total 611480/1:											
10/18	10/31/2018	202577	9495	SUSANVILLE GARDEN A	REIM PLAN FEES PERMIT 17-34	102918	1	1000-424-20-34	PLAN CHECK FEES	521.41	521.41
10/18	10/31/2018	202577	9495	SUSANVILLE GARDEN A	REIM PLAN FEES PERMIT 17-34	102918	2	1000-424-20-32	BUILDING PERMITS	.30-	.30-
Total 102918:											
10/18	10/31/2018	202578	9337	SWRCB-DWOCB	SWRCB FEES	102918	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	80.00	80.00
Total 102918:											
10/18	10/31/2018	202579	9337	SWRCB-DWOCB	SWRCB FEES	102918.	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	80.00	80.00
Total 102918.:											
10/18	10/31/2018	202580	9295	TAMCO CAPITAL CORP	COMMUNICATION- PD	5005422792	1	1000-421-10-45	COMMUNICATIONS	312.10	312.10

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 5005422792:											
10/18	10/31/2018	202581	728	U S POSTMASTER	UB BILLING GAS	103118	1	7401-430-62-46	POSTAGE	272.47	272.47
10/18	10/31/2018	202581	728	U S POSTMASTER	UB BILLING WATER	103118	2	7110-430-42-46	POSTAGE	528.91	528.91
Total 103118:											
10/18	10/31/2018	202582	738	UNITED STATES POSTAL	POSTAGE FOR POSTAGE MET	102618	1	1000-1410-002	INVENTORIES-POSTAGE	2,000.00	2,000.00
Total 102618:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES- WATER	676049242	1	7110-430-42-46	SUPPLIES-GENERAL	8.42	8.42
Total 676049242:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67621666	1	7110-430-42-46	SUPPLIES-GENERAL	147.47	147.47
Total 67621666:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67627012	1	7401-430-62-46	SUPPLIES-GENERAL	676.88	676.88
Total 67627012:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-PARKS	67628710	1	1000-452-21-46	SUPPLIES-GENERAL	293.98	293.98
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES- PARKS	67628710	2	1000-452-20-46	SUPPLIES-GENERAL	195.98	195.98
Total 67628710:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-GC	67628984	1	7530-451-52-46	SUPPLIES-GENERAL	1,159.16	1,159.16
Total 67628984:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67629040	1	7110-430-42-46	SUPPLIES-GENERAL	9.49	9.49
Total 67629040:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-GC	67631463	1	7530-451-52-46	SUPPLIES-GENERAL	551.95	551.95

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 67631463:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67633526	1	7401-430-62-46	SUPPLIES-GENERAL	36.54	36.54
Total 67633526:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67633562	1	7401-430-62-46	SUPPLIES-GENERAL	156.16	156.16
Total 67633562:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67635029	1	7110-430-42-46	SUPPLIES-GENERAL	78.36	78.36
Total 67635029:											
10/18	10/31/2018	202583	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67638068	1	7110-430-42-46	SUPPLIES-GENERAL	314.67	314.67
Total 67638068:											
10/18	10/31/2018	202584	1400		REIM LIVE SCAN	102218	1	1000-413-20-45	TRAVEL	59.00	59.00
Total 102218:											
10/18	10/31/2018	202585	8945	WILSON SPORTING GOO	PROSHOP SUPPLIES- GC	4526209829	1	7530-451-55-46	SUPPLIES - GENERAL	119.82	119.82
Total 4526209829:											
Grand Totals:										124,134.36	124,134.36

Report Criteria:

Report type: GL detail

Check.Voided = False

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202596	1465	ACCAP	ACCAPS ANNUAL DUES FOR 2	2019-14	1	1000-417-10-48	DUES AND MEMBERSHIPS	1,000.00	1,000.00
11/18	11/08/2018	202596	1465	ACCAP	ACCAPS ANNUAL DUES FOR 2	2019-14	2	1000-1430-105	PREPAID - OTHER	1,000.00	1,000.00
Total 2019-14:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636369650	1	7620-430-10-44	LINEN SERVICE	29.53	29.53
Total 636369650:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636369651	1	7401-430-62-44	LINEN SERVICES	49.44	49.44
Total 636369651:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636369652	1	2007-431-20-44	LINEN SERVICE	50.44	50.44
Total 636369652:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636369653	1	7110-430-42-44	LINEN SERVICE	38.65	38.65
Total 636369653:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636383617	1	7620-430-10-44	LINEN SERVICE	29.53	29.53
Total 636383617:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636383618	1	7401-430-62-44	LINEN SERVICES	79.96	79.96
Total 636383618:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636383619	1	2007-431-20-44	LINEN SERVICE	51.55	51.55
Total 636383619:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636383620	1	7110-430-42-44	LINEN SERVICE	38.65	38.65

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Total 636383619:											
11/18	11/08/2018	202597	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636383620	1	7110-430-42-44	LINEN SERVICE	38.65	38.65
Total 636383620:											
11/18	11/08/2018	202598	1070	AT&T	WIRELESS PHONES-PD	287277908661X102820.	1	1000-421-10-45	COMMUNICATIONS	343.84	343.84
Total 287277908661X102820.:											
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE EDWAR	103018	2	8407-430-10-48	GRANTS	3,000.00	3,000.00
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE AGUIAR	103018	3	8407-430-10-48	GRANTS	3,000.00	3,000.00
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE OLSON	103018	4	8407-430-10-48	GRANTS	3,000.00	3,000.00
Total 103018:											
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE PEDER	110218	1	8407-430-10-48	GRANTS	3,000.00	3,000.00
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE BROWN	110218	2	8407-430-10-48	GRANTS	3,000.00	3,000.00
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE BERTAN	110218	3	8407-430-10-48	GRANTS	3,000.00	3,000.00
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE DEKRUI	110218	4	8407-430-10-48	GRANTS	2,998.05	2,998.05
11/18	11/08/2018	202599	9432		WOODSTOVE REBATE HOWEL	110218	5	8407-430-10-48	GRANTS	1,500.00	1,500.00
Total 110218:											
11/18	11/08/2018	202600	9432		WOODSTOVE REBATE YOCHU	103018	1	8407-430-10-48	GRANTS	13,498.05	13,498.05
Total 103018:											
11/18	11/08/2018	202601	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320200507	1	7401-430-62-46	SUPPLIES-GENERAL	12.01	12.01
Total 320200507:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-WATER	425837	1	7110-430-42-46	SUPPLIES-GENERAL	13.49	13.49
Total 425837:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-GAS	426107	1	7401-430-62-46	SUPPLIES-GENERAL	5.78	5.78

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 426239:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	426556	1	2007-431-20-46	SUPPLIES-GENERAL	5.38	5.38
Total 426556:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-GAS	426558	1	7401-430-62-46	SUPPLIES-GENERAL	9.64	9.64
Total 426558:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	426589	1	2007-431-20-46	SUPPLIES-GENERAL	13.50	13.50
Total 426589:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-WATER	426626	1	7110-430-42-46	SUPPLIES-GENERAL	13.50	13.50
Total 426626:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-GAS	426668	1	7401-430-62-46	SUPPLIES-GENERAL	7.51	7.51
Total 426668:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-GAS	426675	1	7401-430-62-46	SUPPLIES-GENERAL	46.31	46.31
Total 426675:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	426759	1	2007-431-20-46	SUPPLIES-GENERAL	14.47	14.47
Total 426759:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	426925	1	2007-431-20-46	SUPPLIES-GENERAL	29.90	29.90
Total 426925:											
11/18	11/08/2018	202602	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	427085	1	2007-431-20-46	SUPPLIES-GENERAL	11.57	11.57
Total 427085:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202603	116	CASHMAN EQUIPMENT	SUPPLIES- GAS	2827578	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	43.83	43.83
Total 2827578:											
11/18	11/08/2018	202603	116	CASHMAN EQUIPMENT	SUPPLIES- WATER	2846476	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	166.54	166.54
Total 2846476:											
11/18	11/08/2018	202603	116	CASHMAN EQUIPMENT	SUPPLIES- WATER	2846477	1	7110-430-42-46	SUPPLIES-GENERAL	33.59	33.59
Total 2846477:											
11/18	11/08/2018	202604	148	COMPUTER LOGISTICS	MONTHLY SERVICES MAINTEN	72025	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 72025:											
11/18	11/08/2018	202604	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUDA 400	72030	1	1000-417-10-43	TECHNICAL SVCS	100.00	100.00
Total 72030:											
11/18	11/08/2018	202605	6546		RETURN ENCROACHMENT DE	110218	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	1,000.00	1,000.00
Total 110218:											
11/18	11/08/2018	202606	156	CREATIVE FORMS & CO	ENVELOPES-GAS	116546	1	7401-430-62-46	SUPPLIES-GENERAL	523.79	523.79
11/18	11/08/2018	202606	156	CREATIVE FORMS & CO	ENVELOPES-WATER	116546	2	7110-430-42-46	SUPPLIES-GENERAL	523.76	523.76
Total 116546:											
11/18	11/08/2018	202607	161	CSK AUTO INC	SUPPLIES-WATER	2740146793	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	93.35	93.35
Total 2740146793:											
11/18	11/08/2018	202607	161	CSK AUTO INC	SUPPLIES-WATER	2740151374	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	4.28	4.28
Total 2740151374:											
11/18	11/08/2018	202607	161	CSK AUTO INC	SUPPLIES-STREETS	2740152294	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	24.77	24.77

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2740152294:											
11/18	11/08/2018	202608	7769		REFUND GAS DEPOSIT	10426350021	1	7401-2228-000	DEPOSITS-CUSTOMER	139.38	139.38
Total 10426350021:											
11/18	11/08/2018	202609	194	DIAMOND SAW SHOP IN	BAR OIL- STREETS	16689	1	2007-431-20-46	SUPPLIES-GENERAL	139.38	139.38
Total 16689:											
11/18	11/08/2018	202610	241	FEATHER PUBLISHING C	EMPLOYMENT AD CITY PLANN	1479072	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1479072:											
11/18	11/08/2018	202610	241	FEATHER PUBLISHING C	EMPLOYMENT AD ADMINISTRA	1479073	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1479073:											
11/18	11/08/2018	202610	241	FEATHER PUBLISHING C	EMPLOYMENT AD INTERN FOR	1479089	1	1000-416-10-45	ADVERTISING	55.75	55.75
Total 1479089:											
11/18	11/08/2018	202610	241	FEATHER PUBLISHING C	YELLOW PAGES AD- GC	152310	1	7530-451-52-45	ADVERTISING	55.00	55.00
Total 152310:											
11/18	11/08/2018	202611	8468	FEDERAL LICENSING IN	FCC LICENSE	110118	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	124.00	124.00
Total 110118:											
11/18	11/08/2018	202612	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	7011664	1	7112-430-42-43	TECHNICAL SERVICES	28.00	28.00
Total 7011664:											
11/18	11/08/2018	202612	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	878796A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 878796A:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202612	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	879295A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 879295A:											
11/18	11/08/2018	202613	257	FOREST OFFICE EQUIP	COPY PAPER- PW	1033	1	7620-430-10-46	SUPPLIES-GENERAL	68.62	68.62
Total 1033:											
11/18	11/08/2018	202613	257	FOREST OFFICE EQUIP	COPY PAPER	12148	1	1000-424-20-46	SUPPLIES-GENERAL	24.13	24.13
Total 12148:											
11/18	11/08/2018	202613	257	FOREST OFFICE EQUIP	COPY PAPER- PW	12150	1	7620-430-10-46	SUPPLIES-GENERAL	13.93	13.93
Total 12150:											
11/18	11/08/2018	202613	257	FOREST OFFICE EQUIP	KYOCERA COPIER -PW	AR1827	1	7620-430-10-43	TECHNICAL SVCS	1,028.16	1,028.16
Total AR1827:											
11/18	11/08/2018	202613	257	FOREST OFFICE EQUIP	KYOCERA COPIER -PW	AR2501	1	7620-430-10-43	TECHNICAL SVCS	409.71	409.71
Total AR2501:											
11/18	11/08/2018	202613	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	AR2502	1	7620-430-10-43	TECHNICAL SVCS	84.00	84.00
Total AR2502:											
11/18	11/08/2018	202614	265	FRONTIER	257-1045 PW ENGINEERING	1045 101518	1	7620-430-10-45	COMMUNICATIONS	50.67	50.67
Total 1045 101518:											
11/18	11/08/2018	202614	265	FRONTIER	257-1056-PW SHOP	1056 102018	1	7620-430-10-45	COMMUNICATIONS	50.67	50.67
Total 1056 102018:											
11/18	11/08/2018	202614	265	FRONTIER	257-1057-FAX PW	1057 102018	1	7620-430-10-45	COMMUNICATIONS	163.36	163.36

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 1057 102018:											
11/18	11/08/2018	202614	265	FRONTIER	257-7236-PW	7236 102018	1	7620-430-10-45	COMMUNICATIONS	163.36	163.36
Total 7236 102018:											
11/18	11/08/2018	202614	265	FRONTIER	257-7237-GAS	7237 102018	1	7620-430-10-45	COMMUNICATIONS	206.10	206.10
Total 7237 102018:											
11/18	11/08/2018	202615	1289	FULL SPECTRUM INC	CADY SPRINGS HARRIS TANK	20181003	1	7110-430-42-43	TECHNICAL SVCS	59.30	59.30
Total 20181003:											
11/18	11/08/2018	202616	1453	GOLDAK INC.	SUPPLIES- GAS	125621	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	1,092.50	1,092.50
Total 125621:											
11/18	11/08/2018	202617	1148	GREATAMERICA FINANC	COPIER LEASE-PW	23614498	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	199.64	199.64
Total 23614498:											
11/18	11/08/2018	202618	1075	INDEPENDENT ELECTRI	SUPPLIES-GAS	S103903729.001	1	7401-430-62-46	SUPPLIES-GENERAL	812.56	812.56
Total S103903729.001:											
11/18	11/08/2018	202619	1362	IRON MOUNTAIN INFO. M	SHREDDING- PD	AGUJ654	1	1000-421-10-43	PROFESSIONAL SVCS	2,000.57	2,000.57
Total AGUJ654:											
11/18	11/08/2018	202620	362	KAUFFMAN, BILL	CUSTODIAL SVCS	753426	1	1000-417-10-44	CUSTODIAL	65.03	65.03
Total 753426:											
11/18	11/08/2018	202620	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	753427	1	7620-430-10-44	CUSTODIAL	650.00	650.00
Total 753427:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202621	1183	LASSEN COUNTY	ANIMAL CONTROL PROGRAM 7	102218	1	1000-421-10-45	ANIMAL CONTROL CONTRACT	17,011.19	17,011.19
11/18	11/08/2018	202621	1183	LASSEN COUNTY	DISPATCH SERVICES 7/1/18-9/3	102218	2	1000-421-10-45	DISPATCH CONTRACT	51,151.10	51,151.10
Total 102218:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	311463	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	21.09	21.09
Total 311463:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	311540	1	2007-431-20-46	SUPPLIES-GENERAL	6.10	6.10
Total 311540:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	311551	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.54	10.54
Total 311551:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	311855	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	37.48	37.48
Total 311855:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	312113	1	7110-430-42-46	SUPPLIES-GENERAL	15.25	15.25
Total 312113:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	312127	1	7401-430-62-46	SUPPLIES-GENERAL	2.99	2.99
Total 312127:											
11/18	11/08/2018	202622	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	312256	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	17.92	17.92
Total 312256:											
11/18	11/08/2018	202623	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	86096	1	2007-431-20-44	DISPOSAL	8.42	8.42
Total 86096:											
11/18	11/08/2018	202623	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	86279	1	2007-431-20-44	DISPOSAL	34.00	34.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 86279:											
11/18	11/08/2018	202624	437	LMUD	SOUTH ST - PW OFFICE	14590 102618	1	7620-430-10-46	ELECTRICITY	34.00	34.00
Total 14590 102618:											
11/18	11/08/2018	202624	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 102618	1	1000-452-20-46	ELECTRICITY	8.44	8.44
Total 1744 102618:											
11/18	11/08/2018	202624	437	LMUD	RIVERSIDE PARK LIGHTS	1999 102618	1	1000-452-20-46	ELECTRICITY	33.53	33.53
Total 1999 102618:											
11/18	11/08/2018	202624	437	LMUD	CADY SPRINGS	26784 102618	1	7110-430-42-46	ELECTRICITY	155.56	155.56
Total 26784 102618:											
11/18	11/08/2018	202624	437	LMUD	RICHMOND RD BRIDGE	35094 102618	1	2007-431-60-46	ELECTRICITY	244.23	244.23
Total 35094 102618:											
11/18	11/08/2018	202624	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 102218	1	2007-431-60-46	ELECTRICITY	113.18	113.18
Total 3651 102218:											
11/18	11/08/2018	202624	437	LMUD	720 SOUTH EMULSION TANK-P	38646 102618	1	7620-430-10-46	ELECTRICITY	20.00	20.00
Total 38646 102618:											
11/18	11/08/2018	202624	437	LMUD	LITTLE LEAGUE PARK DRIVEW	416851 102218	1	2007-431-60-46	ELECTRICITY	16.08	16.08
Total 416851 102218:											
11/18	11/08/2018	202624	437	LMUD	LAUREL SR MID POINT OF LAU	416902 102218	1	2007-431-60-46	ELECTRICITY	29.24	29.24
Total 416902 102218:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202624	437	LMUD	SOUTH ST & WEST END	416924 102618	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416924 102618:											
11/18	11/08/2018	202624	437	LMUD	RICHMOND RD & PEARL CR	416984 102618	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 416984 102618:											
11/18	11/08/2018	202624	437	LMUD	1801 MAIN ST STREET WEST SI	417512 102218	1	2007-431-60-46	ELECTRICITY	29.24	29.24
Total 417512 102218:											
11/18	11/08/2018	202624	437	LMUD	ORCHARD STREET LIGHTS	418802 102618	1	2007-431-60-46	ELECTRICITY	8.96	8.96
Total 418802 102618:											
11/18	11/08/2018	202624	437	LMUD	RIVERSIDE DR. & RIVER ST. LI	418824 102618	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 418824 102618:											
11/18	11/08/2018	202624	437	LMUD	RIVERSIDE DR. & LAUREL STR	418833 102618	1	2007-431-60-46	ELECTRICITY	14.62	14.62
Total 418833 102618:											
11/18	11/08/2018	202624	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 102218	1	2007-431-60-46	ELECTRICITY	137.39	137.39
Total 49496 102218:											
11/18	11/08/2018	202624	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 102218	1	2007-431-60-46	ELECTRICITY	108.28	108.28
Total 49497 102218:											
11/18	11/08/2018	202624	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 102218	1	2007-431-60-46	ELECTRICITY	131.72	131.72
Total 49498 102218:											
11/18	11/08/2018	202624	437	LMUD	RIVERSIDE & MAIN SIGNALS-S	49499 102218	1	2007-431-60-46	ELECTRICITY	205.90	205.90

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 49499 102218:											
11/18	11/08/2018	202624	437	LMUD	SPRING RIDGE BOOSTER	55754 102618	1	2007-431-60-46	ELECTRICITY	205.90	205.90
Total 55754 102618:											
11/18	11/08/2018	202624	437	LMUD	WELL #1-WATER	7714 102218	1	7110-430-42-46	ELECTRICITY	342.83	342.83
Total 7714 102218:											
11/18	11/08/2018	202624	437	LMUD	GEO PUMP #2	9503 102618	1	7301-430-52-46	ELECTRICITY	33.95	33.95
Total 9503 102618:											
11/18	11/08/2018	202624	437	LMUD	HOSPITAL LN-GEO	9963 102618	1	7301-430-52-46	ELECTRICITY	20.87	20.87
Total 9963 102618:											
11/18	11/08/2018	202625	452	MARTIN SECURITY SYST	470-895 CIRCLE DR PROSHOP	031729	1	7530-451-50-43	TECHNICAL SVCS	40.00	40.00
Total 031729:											
11/18	11/08/2018	202625	452	MARTIN SECURITY SYST	115 WEATHERLOW SECURITY	031794	1	1000-451-80-43	TECHNICAL SVCS	198.00	198.00
Total 031794:											
11/18	11/08/2018	202626	7734		REFUND GAS DEPOSIT	10120650517	1	7401-2228-000	DEPOSITS-CUSTOMER	123.72	123.72
Total 10120650517:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100117	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.99	15.99
Total 52-100117:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100232	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	65.04	65.04
Total 52-100232:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-100242	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	1.72	1.72
Total 52-100242:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100274	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	389.42	389.42
Total 52-100274:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100277	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	8.13	8.13
Total 52-100277:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100279	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	70.63	70.63
Total 52-100279:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100293	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.19	11.19
Total 52-100293:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100297	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	274.99	274.99
Total 52-100297:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100298	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	188.93	188.93
Total 52-100298:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-100368	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	130.38	130.38
Total 52-100368:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-100377	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	25.79	25.79
Total 52-100377:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-100385	1	7401-430-62-46	SUPPLIES-GENERAL	14.59	14.59

GL Period	Check Issue Date	Check Number	Vendor Number	Paysee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 52-100385:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100386	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	14.09	14.09
Total 52-100386:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-100399	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	14.09	14.09
Total 52-100399:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-100429	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	35.69	35.69
Total 52-100429:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100446	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	.82	.82
Total 52-100446:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES-STREETS	52-100449	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.21	18.21
Total 52-100449:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100492	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	14.78	14.78
Total 52-100492:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-100513	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	56.37	56.37
Total 52-100513:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100549	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	10.45	10.45
Total 52-100549:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	CREDIT- WATER	52-100569	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	91.16-	91.16-
Total 52-100569:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES-STREETS	52-100616	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	75.18	75.18
Total 52-100616:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES-STREETS	52-100618	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	66.58	66.58
Total 52-100618:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES-STREETS	52-100620	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	16.58	16.58
Total 52-100620:											
11/18	11/08/2018	202627	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-100621	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.75	3.75
Total 52-100621:											
11/18	11/08/2018	202628	1271		RETURN SIDEWALK DEPOSIT 1	110218	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	500.00	500.00
Total 110218:											
11/18	11/08/2018	202629	546	PAYLESS BUILDING SUP	SUPPLIES-WATER	2501173	1	7110-430-42-46	SUPPLIES-GENERAL	37.76	37.76
Total 2501173:											
11/18	11/08/2018	202629	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2501416	1	2007-431-20-46	SUPPLIES-GENERAL	15.19	15.19
Total 2501416:											
11/18	11/08/2018	202629	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2501641	1	2007-431-20-46	SUPPLIES-GENERAL	15.19	15.19
Total 2501641:											
11/18	11/08/2018	202630	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 11	58020 103118	1	1000-417-10-45	COMMUNICATIONS	840.00	840.00
Total 58020 103118:											
11/18	11/08/2018	202631	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	2039297	1	7620-430-10-46	SUPPLIES-GENERAL	7.50	7.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2039297:											
11/18	11/08/2018	202631	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	2039900	1	7620-430-10-46	SUPPLIES-GENERAL	153.61	153.61
Total 2039900:											
11/18	11/08/2018	202631	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	2140812	1	7620-430-10-46	SUPPLIES-GENERAL	126.93	126.93
Total 2140812:											
11/18	11/08/2018	202631	572	QUILL CORPORATION	OFFICE SUPPLIES	2183623	1	1000-415-10-46	SUPPLIES-GENERAL	347.75	347.75
Total 2183623:											
11/18	11/08/2018	202631	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	2183630	1	7620-430-10-46	SUPPLIES-GENERAL	188.11	188.11
Total 2183630:											
11/18	11/08/2018	202632	1296	RENTAL GUYS	TRAILER RENTAL- GC	682683-5	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	44.95	44.95
Total 682683-5:											
11/18	11/08/2018	202632	1296	RENTAL GUYS	TRAILER RENTAL-GC	684066-5	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	44.95	44.95
Total 684066-5:											
11/18	11/08/2018	202632	1296	RENTAL GUYS	RENTAL EQUIPMENT- GC	687527-5	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	11.74	11.74
Total 687527-5:											
11/18	11/08/2018	202632	1296	RENTAL GUYS	EQUIPMENT RENTAL- WATER	687652-5	1	7110-430-42-47	MACHINERY AND EQUIPMENT	158.62	158.62
Total 687652-5:											
11/18	11/08/2018	202633	1368	SCHMIDT EQUIP. REPAI	SUPPLIES-GAS	3163	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	206.17	206.17
Total 3163:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202634	630	SECRETARY OF STATE	EXAM AND PROCESSING FEE	110618	1	1000-413-20-45	TRAVEL	40.00	40.00
Total 110618:											
11/18	11/08/2018	202635	1076	SIERRA COFFEE AND BE	BOTTLED WATER	50702	1	1000-417-10-46	SUPPLIES-GENERAL	41.90	41.90
Total 50702:											
11/18	11/08/2018	202635	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	50711	1	7620-430-10-46	SUPPLIES-GENERAL	20.15	20.15
Total 50711:											
11/18	11/08/2018	202636	7095	SUSANVILLE FORD	REPAIR & MAINT- STREETS	5002137	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	255.48	255.48
Total 5002137:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	606 NEVADA	1274 110118	1	1000-417-10-44	SEWER	47.00	47.00
Total 1274 110118:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	66 N LASSEN	1276 110118	1	1000-417-10-44	SEWER	104.00	104.00
Total 1276 110118:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 110118	1	1000-451-80-44	SEWER	52.00	52.00
Total 1448 110118:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	65 N WEATHERLOW ST	1449 110118	1	1000-452-20-44	SEWER	104.00	104.00
Total 1449 110118:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	1850 RIVER ST	3667 110118	1	1000-452-20-44	SEWER	52.00	52.00
Total 3667 110118:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 110118	1	1000-452-20-44	SEWER	59.00	59.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 3668 110118:											
11/18	11/08/2018	202637	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 110118	1	1000-452-20-44	SEWER	59.00	59.00
Total 3669 110118:											
11/18	11/08/2018	202638	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1780	1	7201-430-81-43	TECHNICAL SVCS	52.00	52.00
Total 1780:											
11/18	11/08/2018	202639	1244	TITLEIST	PROSHOP SUPPLIES- GC	0100059662	1	7530-451-55-46	SUPPLIES - GENERAL	575.00	575.00
Total 0100059662:											
11/18	11/08/2018	202639	1244	TITLEIST	FINANCE FEE- GC	905633497	1	7530-451-55-46	SUPPLIES - GENERAL	25.17	25.17
Total 905633497.:											
11/18	11/08/2018	202639	1244	TITLEIST	PROSHOP SUPPLIES-GC	906117610	1	7530-451-55-46	SUPPLIES - GENERAL	180.44	180.44
Total 906117610:											
11/18	11/08/2018	202640	763		TR EX FRESNO 11/11/18-11/16/1	101918	1	1000-422-10-45	TRAVEL	440.16	440.16
Total 101918:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES-STREETTS	67602395	1	2007-431-20-46	SUPPLIES-GENERAL	440.16	440.16
Total 67602395:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67627745	1	7110-430-42-46	SUPPLIES-GENERAL	113.64	113.64
Total 67627745:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67633453	1	7401-430-62-46	SUPPLIES-GENERAL	1,900.27	1,900.27
Total 67633453:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67634712	1	7110-430-42-46	SUPPLIES-GENERAL	2,036.35	2,036.35
Total 67634712:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67635683	1	7110-430-42-46	SUPPLIES-GENERAL	2.49	2.49
Total 67635683:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67640806	1	7110-430-42-46	SUPPLIES-GENERAL	209.74	209.74
Total 67640806:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67643524	1	7110-430-42-46	SUPPLIES-GENERAL	32.11	32.11
Total 67643524:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67643689	1	7401-430-62-46	SUPPLIES-GENERAL	31.57	31.57
Total 67643689:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67645203	1	7110-430-42-46	SUPPLIES-GENERAL	144.94	144.94
Total 67645203:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- GC	67645827	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	253.47	253.47
Total 67645827:											
11/18	11/08/2018	202641	770	WESTERN NEVADA SUP	SUPPLIES- GC	67647073	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	144.89	144.89
Total 67647073:											
11/18	11/08/2018	202642	1400		TR EX REDDING CA	11/12-11/1 110518	1	1000-413-20-45	TRAVEL	216.15	216.15
Total 110518:											
11/18	11/08/2018	202643	1400		TR EX RENO NV	9/25, 10/16, 10/ 110618	1	1000-413-20-45	TRAVEL	367.52	367.52

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 110618:											
Grand Totals:											
										367.52	367.52
										120,225.38	120,225.38

Report Criteria:

Report type: GL detail
 Check Voided = False

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
11/18	11/09/2018	202644	728	U S POSTMASTER	WATER BILLING POSTAGE	11/09/2018	1	7110-430-42-46	POSTAGE	168.80	168.80	
11/18	11/09/2018	202644	728	U S POSTMASTER	GAS BILLING POSTAGE	11/09/2018	2	7401-430-62-46	POSTAGE	86.96	86.96	
Total 11/09/2018:											255.76	255.76
Grand Totals:											255.76	255.76

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/15/2018	202645	9475	49ER COMMUNICATIONS	SUPPLIES- FIRE	46860	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	567.24	567.24
Total 46860:											
11/18	11/15/2018	202646	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-PD	11-061	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	114.76	114.76
Total 11-061:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES- WATER	1113 102518	1	7110-430-42-46	SUPPLIES-GENERAL	415.31	415.31
Total 1113 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	SOFTWARE SUPPORT	2064 102518	1	1000-413-20-47	SOFTWARE	14.99	14.99
Total 2064 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	POSTAGE-PD	2754 102518	1	1000-421-10-46	POSTAGE	7.50	7.50
11/18	11/15/2018	202647	884	BANK OF AMERICA	JANITORIAL SUPPLIES-PD	2754 102518	2	1000-421-10-46	SUPPLIES-JANITORIAL	111.50	111.50
11/18	11/15/2018	202647	884	BANK OF AMERICA	PROFESSIONAL SERVICES- PD	2754 102518	3	1000-421-10-43	PROFESSIONAL SVCS	396.68	396.68
11/18	11/15/2018	202647	884	BANK OF AMERICA	FUEL-PD	2754 102518	4	1000-421-10-46	GASOLINE	67.43	67.43
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-PD	2754 102518	5	1000-421-10-46	SUPPLIES-GENERAL	243.89	243.89
11/18	11/15/2018	202647	884	BANK OF AMERICA	REPAIR & MAINT-PD	2754 102518	6	1000-421-10-44	FIREARM - REPAIR & MAINTEN	41.54	41.54
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	2754 102518	7	1000-421-10-45	TRAINING	508.06	508.06
Total 2754 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	2896 102518	1	1000-421-10-45	TRAINING	2,818.32	2,818.32
11/18	11/15/2018	202647	884	BANK OF AMERICA	JANITORIAL SUPPLIES-PD	2896 102518	2	1000-421-10-46	SUPPLIES-JANITORIAL	69.46	69.46
11/18	11/15/2018	202647	884	BANK OF AMERICA	FUEL-PD	2896 102518	3	1000-421-10-46	GASOLINE	89.69	89.69
Total 2896 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE- FIRE	3609 102518	1	1000-422-10-45	TRAVEL	325.00	325.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 3609 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	MAINT & REPAIR-PD	3996 102518	1	1000-415-10-47	MACHINERY AND EQUIPMENT	221.13	221.13
Total 3996 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES	4036 102518	1	1000-417-10-46	SUPPLIES-GENERAL	305.17	305.17
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE	4036 102518	2	1000-413-20-45	TRAVEL	465.98	465.98
Total 4036 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE- FIRE	4119 102518	1	1000-422-10-45	TRAVEL	1,132.97	1,132.97
Total 4119 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE- BUILDING	4728 102518	1	1000-424-20-45	TRAVEL	900.86	900.86
Total 4728 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	WEB BUILDER-AP	5203 102518	1	7620-430-11-48	DUES AND MEMBERSHIPS	22.95	22.95
Total 5203 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	ADVERTISING	6579 102518	1	1000-416-10-45	ADVERTISING	163.07	163.07
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-PARK	6579 102518	2	1000-452-20-46	SUPPLIES-GENERAL	33.20	33.20
11/18	11/15/2018	202647	884	BANK OF AMERICA	SOFTWARE SUPPORT	6579 102518	3	1000-413-20-47	SOFTWARE	312.00	312.00
11/18	11/15/2018	202647	884	BANK OF AMERICA	FEES- PARKS	6579 102518	4	1000-452-20-48	TAXES, FEES, PERMITS & CHA	225.00	225.00
11/18	11/15/2018	202647	884	BANK OF AMERICA	TECHNICAL SERVICES	6579 102518	5	1000-417-10-43	TECHNICAL SVCS	932.24	932.24
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES	6579 102518	6	1000-413-20-46	SUPPLIES-GENERAL	85.69	85.69
Total 6579 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-STREETS	6583 102518	1	2007-431-20-46	SUPPLIES-GENERAL	375.36	375.36
Total 6583 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	POSTAGE-FD	6670 102518	1	1000-422-10-46	POSTAGE	371.07	371.07
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-FD	6670 102518	2	1000-422-10-48	MISCELLANEOUS	999.23	999.23

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
11/18	11/15/2018	202647	884	BANK OF AMERICA	REPAIR & MAINT-FD	6670 102518	3	1000-422-10-44	FACILITY - REPAIR & MAINTEN	48.35	48.35	
11/18	11/15/2018	202647	884	BANK OF AMERICA	REPAIR & MAINT-FD	6670 102518	4	1000-422-10-44	RADIOS - REPAIR & MAINTENA	118.68	118.68	
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-FD	6670 102518	5	1000-422-10-46	SUPPLIES-HAZARDOUS MATE	176.87	176.87	
11/18	11/15/2018	202647	884	BANK OF AMERICA	REPAIR & MAINT-FD	6670 102518	6	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	15.60	15.60	
11/18	11/15/2018	202647	884	BANK OF AMERICA	VOLUNTEERS-FD	6670 102518	7	1000-422-10-43	VOLUNTEERS	30.39	30.39	
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-FD	6670 102518	8	2012-465-32-47	VEHICLES	319.95	319.95	
11/18	11/15/2018	202647	884	BANK OF AMERICA	REPAIR & MAINT-FD	6670 102518	9	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	168.51	168.51	
Total 6670 102518:											2,248.65	2,248.65
11/18	11/15/2018	202647	884	BANK OF AMERICA	FEES-PW	7045 102518	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	52.99	52.99	
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES- PW	7045 102518	2	7620-430-10-46	SUPPLIES-GENERAL	3.94	3.94	
11/18	11/15/2018	202647	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	7045 102518	3	7620-430-10-47	SOFTWARE	180.00	180.00	
11/18	11/15/2018	202647	884	BANK OF AMERICA	DUES & MEMBERSHIP-PW	7045 102518	4	7620-430-10-48	DUES AND MEMBERSHIPS	22.95	22.95	
Total 7045 102518:											259.88	259.88
11/18	11/15/2018	202647	884	BANK OF AMERICA	SAFETY SUPPLIES-PD	7121 102518	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	535.12	535.12	
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	7121 102518	2	1000-421-10-45	TRAINING	442.06	442.06	
Total 7121 102518:											977.18	977.18
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-GAS	7575 102518	1	7401-430-62-46	SUPPLIES-GENERAL	642.00	642.00	
11/18	11/15/2018	202647	884	BANK OF AMERICA	POSTAGE-GAS	7575 102518	2	7401-430-62-46	POSTAGE	7.62	7.62	
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-WATER	7575 102518	3	7110-430-42-46	SUPPLIES-GENERAL	107.14	107.14	
11/18	11/15/2018	202647	884	BANK OF AMERICA	SUPPLIES-STREETS	7575 102518	4	2007-431-20-46	SUPPLIES-GENERAL	107.15	107.15	
Total 7575 102518:											863.91	863.91
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	7888 102518	1	1000-421-10-45	TRAINING	336.60	336.60	
Total 7888 102518:											336.60	336.60
11/18	11/15/2018	202647	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	8830 102518	1	1000-421-10-45	TRAINING	395.52	395.52	
11/18	11/15/2018	202647	884	BANK OF AMERICA	FUEL-PD	8830 102518	2	1000-421-10-46	GASOLINE	87.91	87.91	
Total 8830 102518:											483.43	483.43
11/18	11/15/2018	202647	884	BANK OF AMERICA	FUEL-FIRE	8852 102518	1	1000-422-10-46	GASOLINE	151.30	151.30	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 8852 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	SPECIAL OPS-PD	8955 102518	1	1000-421-10-48	SPECIAL OPERATIONS	151.30	151.30
Total 8955 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	JANITORIAL SUPPLIES-GC	9430 102518	1	7530-451-52-46	JANITORIAL SUPPLIES	48.25	48.25
11/18	11/15/2018	202647	884	BANK OF AMERICA	PROSHOP SUPPLIES- GC	9430 102518	2	7530-451-55-46	SUPPLIES - GENERAL	242.31	242.31
Total 9430 102518:											
11/18	11/15/2018	202647	884	BANK OF AMERICA	FUEL-PD	9536 102518	1	1000-421-10-46	GASOLINE	86.16	86.16
Total 9536 102518:											
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES-FD	424707	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	45.81	45.81
Total 424707:											
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- FD	426645	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	21.70	21.70
Total 426645:											
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES-FD	426727	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	15.43	15.43
Total 426727:											
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	426806	1	1000-452-20-46	SUPPLIES-GENERAL	23.14	23.14
Total 426806:											
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- FD	426834	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	13.59	13.59
Total 426834:											
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- FD	426901	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	13.97	13.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
	Total 426901:									13.97	13.97
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- FD	426971	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1.51	1.51
	Total 426971:									1.51	1.51
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	427171	1	1000-452-20-46	SUPPLIES-GENERAL	28.94	28.94
	Total 427171:									28.94	28.94
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	427221	1	2007-431-20-46	SUPPLIES-GENERAL	9.15	9.15
	Total 427221:									9.15	9.15
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	427241	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	35.20	35.20
	Total 427241:									35.20	35.20
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	CREDIT-PARKS	427265	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	20.03-	20.03-
	Total 427265:									20.03-	20.03-
11/18	11/15/2018	202648	76	BILLINGTON ACE HARD	SUPPLIES-WATER	427286	1	7110-430-42-46	SUPPLIES-GENERAL	32.16	32.16
	Total 427286:									32.16	32.16
11/18	11/15/2018	202649	1307	C&S WASTE SOLUTIONS	110 NORTH ST	110NORTHST 110118	1	1000-452-20-44	DISPOSAL	252.28	252.28
	Total 110NORTHST 110118:									252.28	252.28
11/18	11/15/2018	202649	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	470895CIRCLE 110118	1	7530-451-52-44	DISPOSAL	210.11	210.11
	Total 470895CIRCLE 110118:									210.11	210.11
11/18	11/15/2018	202649	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 110118	1	1000-417-10-44	DISPOSAL	175.00	175.00
	Total SVL2 110118:									175.00	175.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/15/2018	202649	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 110118	1	1000-452-20-44	DISPOSAL	207.59	207.59
Total SVL5 110118:											
11/18	11/15/2018	202650	9498		REFUND GAS DEPOSIT	10311050133	1	7401-2228-000	DEPOSITS-CUSTOMER	185.91	185.91
Total 10311050133:											
11/18	11/15/2018	202651	148	COMPUTER LOGISTICS	BATTERY BACK UP SERVER R	72115	1	1000-417-10-47	MACHINERY & EQUIPMENT	3,746.19	3,746.19
Total 72115:											
11/18	11/15/2018	202652	161	CSK AUTO INC	SUPPLIES-STREETS	2740152702	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	16.84	16.84
Total 2740152702:											
11/18	11/15/2018	202653	241	FEATHER PUBLISHING C	BUS. CARDS- BUILDING	44206	1	1000-424-20-45	PRINTING AND BINDING	133.53	133.53
Total 44206:											
11/18	11/15/2018	202653	241	FEATHER PUBLISHING C	LETTERHEAD ENVELOPES	44249	1	1000-417-10-46	SUPPLIES-GENERAL	266.99	266.99
Total 44249:											
11/18	11/15/2018	202653	241	FEATHER PUBLISHING C	PUBLIC HEARING AIRPORT VA	7862	1	1000-411-40-45	ADVERTISING	150.00	150.00
Total 7862:											
11/18	11/15/2018	202653	241	FEATHER PUBLISHING C	PUBLIC HEARING IUO EXTENSI	7863	1	1000-411-40-45	ADVERTISING	78.00	78.00
Total 7863:											
11/18	11/15/2018	202654	265	FRONTIER	257-1000 DSL SERVICE	1000 110518	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
11/18	11/15/2018	202654	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 110518	2	7110-430-42-45	COMMUNICATIONS	24.15	24.15
11/18	11/15/2018	202654	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 110518	3	7401-430-62-45	COMMUNICATIONS	24.15	24.15
11/18	11/15/2018	202654	265	FRONTIER	257-1000 ADMIN FAX	1000 110518	4	1000-413-20-45	COMMUNICATIONS	1.10	1.10
11/18	11/15/2018	202654	265	FRONTIER	257-1000 CITY CLERK FAX	1000 110518	5	1000-411-40-45	COMMUNICATIONS	1.10	1.10
11/18	11/15/2018	202654	265	FRONTIER	257-1000 ADMIN	1000 110518	6	1000-413-20-45	COMMUNICATIONS	3.47	3.47
11/18	11/15/2018	202654	265	FRONTIER	257-1000 CITY CLERK	1000 110518	7	1000-411-40-45	COMMUNICATIONS	2.68	2.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/15/2018	202654	265	FRONTIER	257-1000 FINANCE	1000 110518	8	1000-415-10-45	COMMUNICATIONS	2.68	2.68
11/18	11/15/2018	202654	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 110518	9	1000-419-10-45	COMMUNICATIONS	2.68	2.68
11/18	11/15/2018	202654	265	FRONTIER	257-1000 CITY HALL	1000 110518	10	1000-417-10-45	COMMUNICATIONS	250.07	250.07
Total 1000 110518:											
11/18	11/15/2018	202654	265	FRONTIER	257-1033-PARKS	1033 110518	1	1000-452-20-45	COMMUNICATIONS	239.61	239.61
Total 1033 110518:											
11/18	11/15/2018	202654	265	FRONTIER	257-2520 GOLF COURSE	2520 110118	1	7530-451-52-45	COMMUNICATIONS	329.51	329.51
Total 2520 110118:											
11/18	11/15/2018	202654	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 110518	1	1000-417-10-45	COMMUNICATIONS	67.41	67.41
Total 2960 110518:											
11/18	11/15/2018	202655	9500		REFUND GAS DEPOSIT	10210550038	1	7401-2228-000	DEPOSITS-CUSTOMER	77.42	77.42
Total 10210550038:											
11/18	11/15/2018	202656	9501		REFUND WATER DEPOSIT	10235500013	1	7110-2228-000	DEPOSITS-CUSTOMER	75.00	75.00
11/18	11/15/2018	202656	9501		REFUND WATER OVERPAYME	10235500013	2	9999-1001-001	CASH CLEARING - UTILITIES	70.57	70.57
Total 10235500013:											
11/18	11/15/2018	202657	322	HYDRA-CLEAN	CARPET CLEANING	10034	1	1000-417-10-43	TECHNICAL SVCS	995.00	995.00
Total 10034:											
11/18	11/15/2018	202658	9497		REFUND GAS DEPOSIT	10503050015	1	7401-2228-000	DEPOSITS-CUSTOMER	32.57	32.57
Total 10503050015:											
11/18	11/15/2018	202659	374	L N CURTIS & SONS	SUPPLIES- FIRE	223081	1	2012-465-32-47	VEHICLES	536.25	536.25
Total 223081:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/15/2018	202660	1102	LASSEN PC	BACKUP LICENSE-FIRE	22154	1	1000-422-10-43	TECHNICAL SVCS	55.49	55.49
Total 22154:											
11/18	11/15/2018	202661	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	86029	1	1000-452-20-44	DISPOSAL	1.71	1.71
Total 86029:											
11/18	11/15/2018	202662	9499		REFUND GAS DEPOSIT	10531800324	1	7401-2228-000	DEPOSITS-CUSTOMER	87.67	87.67
Total 10531800324:											
11/18	11/15/2018	202663	432	LEXIS NEXIS	CONTRACT 09/18-10/18	3091729703	1	1000-412-10-48	DUES AND MEMBERSHIPS	442.00	442.00
Total 3091729703:											
11/18	11/15/2018	202664	437	LMUD	66 N LASSEN ST	2466 110618	1	1000-417-10-46	ELECTRICITY	649.73	649.73
Total 2466 110618:											
11/18	11/15/2018	202664	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 110618	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 110618:											
11/18	11/15/2018	202664	437	LMUD	65 N WEATHERLOW ST-PARK	2865 110618	1	1000-452-20-46	ELECTRICITY	36.85	36.85
Total 2865 110618:											
11/18	11/15/2018	202664	437	LMUD	65 N WEATHERLOW ST-MUSEU	2866 110618	1	1000-451-80-46	ELECTRICITY	36.85	36.85
Total 2866 110618:											
11/18	11/15/2018	202664	437	LMUD	65 N WEATHERLOW ST-COMM	2867 110618	1	1000-452-20-46	ELECTRICITY	21.45	21.45
Total 2867 110618:											
11/18	11/15/2018	202664	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 110618	1	1000-452-20-46	ELECTRICITY	36.71	36.71
Total 2870 110618:											
11/18	11/15/2018	202664	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 110618	1	1000-452-20-46	ELECTRICITY	20.87	20.87

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2870 110618:											
11/18	11/15/2018	202664	437	LMUD	NORTH ST BALL PARK-MEM FI	2873 110618	1	1000-452-20-46	ELECTRICITY	20.87	20.87
Total 2873 110618:											
11/18	11/15/2018	202664	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 110618	1	1000-451-80-46	ELECTRICITY	29.59	29.59
Total 43866 110618:											
11/18	11/15/2018	202664	437	LMUD	606 NEVADA ST	58209 110618	1	1000-417-10-46	ELECTRICITY	55.45	55.45
Total 58209 110618:											
11/18	11/15/2018	202664	437	LMUD	606 1/2 NEVADA ST	58211 110618	1	1000-417-10-46	ELECTRICITY	34.46	34.46
Total 58211 110618:											
11/18	11/15/2018	202664	437	LMUD	NORTH ST PARK LIGHTS-MEM	9283 110618	1	1000-452-20-46	ELECTRICITY	25.60	25.60
Total 9283 110618:											
11/18	11/15/2018	202664	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 110618	1	1000-452-20-46	ELECTRICITY	142.04	142.04
Total 94811 110618:											
11/18	11/15/2018	202665	9493	NATIONAL AUTO PARTS	SUPPLIES- FIRE	52-100499	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	20.00	20.00
Total 52-100499:											
11/18	11/15/2018	202665	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-100659	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	4.10	4.10
Total 52-100659:											
11/18	11/15/2018	202665	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100670	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	136.81	136.81
Total 52-100670:											
11/18	11/15/2018	202665	9493	NATIONAL AUTO PARTS	SUPPLIES- STREETS	52-100670	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	20.91	20.91
Total 52-100670:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/15/2018	202665	9493	NATIONAL AUTO PARTS	SUPPLIES- GAS	52-100715	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	102.05	102.05
Total 52-100715:											
11/18	11/15/2018	202666	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	250106	1	2007-431-20-46	SUPPLIES-GENERAL	102.05	102.05
Total 250106:											
11/18	11/15/2018	202666	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2501300	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	13.04	13.04
Total 2501300:											
11/18	11/15/2018	202666	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2501437	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	1,428.10	1,428.10
Total 2501437:											
11/18	11/15/2018	202666	546	PAYLESS BUILDING SUP	SUPPLIES-PARKS	2501449	1	1000-452-20-46	SUPPLIES-GENERAL	4.08	4.08
Total 2501449:											
11/18	11/15/2018	202667	556	PITNEY BOWES	MONTHLY MAINT POSTAGE MA	1009857830	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	382.84	382.84
Total 1009857830:											
11/18	11/15/2018	202668	967	QUALITY CODE PUBLISH	MUNICIPAL CODE/WEBSITE UP	2018-399	1	1000-411-40-46	BOOKS AND PERIODICALS	780.00	780.00
Total 2018-399:											
11/18	11/15/2018	202669	572	QUILL CORPORATION	OFFICE SUPPLIES	2192539	1	1000-415-10-46	SUPPLIES-GENERAL	18.22	18.22
Total 2192539:											
11/18	11/15/2018	202669	572	QUILL CORPORATION	OFFICE SUPPLIES	2495604	1	1000-415-10-46	SUPPLIES-GENERAL	96.51	96.51
Total 2495604:											
11/18	11/15/2018	202669	572	QUILL CORPORATION	OFFICE SUPPLIES	2538631	1	1000-415-10-46	SUPPLIES-GENERAL	62.70	62.70

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2538631:											
11/18	11/15/2018	202669	572	QUILL CORPORATION	OFFICE SUPPLIES	2575422	1	1000-415-10-46	SUPPLIES-GENERAL	216.63	216.63
Total 2575422:											
11/18	11/15/2018	202670	582	RAY MORGAN CO INC	COPIER- FD	2268918	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	54.36	54.36
Total 2268918:											
11/18	11/15/2018	202670	582	RAY MORGAN CO INC	BASE RATE CHARGE	2284067	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	318.64	318.64
11/18	11/15/2018	202670	582	RAY MORGAN CO INC	BASE RATE CHARGE-PD	2284067	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	159.32	159.32
Total 2284067:											
11/18	11/15/2018	202671	9503		REFUND GAS DEPOSIT	10524450314	1	7401-2228-000	DEPOSITS-CUSTOMER	198.60	198.60
Total 10524450314:											
11/18	11/15/2018	202672	806	SUSANVILLE AVIATION	FUEL-FD	3844	1	1000-422-10-46	GASOLINE	95.98	95.98
Total 3844:											
11/18	11/15/2018	202673	677	SUSANVILLE SANITARY	1505 MAIN	2064 110118	1	1000-422-10-44	SEWER	52.00	52.00
Total 2064 110118:											
11/18	11/15/2018	202674	1474	THE SOURCE	EMPLOYMENT SCREENING	2530311	1	1000-421-10-43	PROFESSIONAL SVCS	20.00	20.00
Total 2530311:											
11/18	11/15/2018	202675	770	WESTERN NEVADA SUP	SUPPLIES- PD	67650692	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	510.38	510.38
Total 67650692:											
11/18	11/15/2018	202676	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-55796	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total A-55796:											
11/18	11/15/2018	202676	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A-55805	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-55805:											
11/18	11/15/2018	202676	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-55811	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-55811:											
11/18	11/15/2018	202677	9502		REFUND GAS DEPOSIT	10438550002	1	7401-2228-000	DEPOSITS-CUSTOMER	169.97	169.97
Total 10438550002:											
11/18	11/15/2018	202678	1378	ZITO MEDIA	CABLE- FIRE	356225062 102718	1	1000-422-10-45	COMMUNICATIONS	46.84	46.84
Total 356225062 102718:											
Grand Totals:										32,102.73	32,102.73

Report Criteria:

Report type: GL detail
 Check Voided = False

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/18	11/16/2018	202679	9506		RETURN EP DEPOSIT 900 MAIN	111618	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	700.00	700.00
Total 111618:											
11/18	11/16/2018	202680	728	U S POSTMASTER	UB BILLING GAS	11618	1	7401-430-62-46	POSTAGE	406.17	406.17
11/18	11/16/2018	202680	728	U S POSTMASTER	UB BILLING WATER	11618	2	7110-430-42-46	POSTAGE	788.45	788.45
Total 111618:											
Grand Totals:											
										1,194.62	1,194.62
										1,894.62	1,894.62

Reviewed by: De Interim City Administrator

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: December 5, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 18-5595, approving Colocation Lease Agreement with CalNeva Towers.

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: Staff was contacted by Elizabeth Castro with Startouch requesting a colocation agreement to share the tower currently used by T-Mobile at the Memorial Ball Park. Per Section 5 of the lease the City has with T-Mobile, the tenant (T-Mobile) has the right to collocate additional parties on the existing light pole. However, the second party must first enter into a lease with the City. Staff have contacted Michael Canon of T-Mobile and have confirmed that they are looking at CalNeva Towers (a subsidiary of Startouch) to provide ethernet service to T-Mobile so that their customers will have increased speeds and better internet access from their mobile devices.

CalNeva Towers will pay the City per the terms of the Agreement, \$250.00 per month, to be increased annually by 4%. Those funds will be placed in the Memorial Park CIP fund, with a current balance of \$41,077 for projects to be completed.

FISCAL IMPACT: \$250.00 per month, to be increased 4% annually.

ACTION REQUESTED: Motion to adopt Resolution No. 18-5595, approving Colocation Lease Agreement with CalNeva Towers.

ATTACHMENTS: Resolution No. 18-5595
Colocation Lease Agreement with CalNeva Towers
Memorial Ballpark CIP Fund

**RESOLUTION NUMBER 18-5595
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING COLOCATION LEASE AGREEMENT
WITH CALNEVA TOWERS AT MEMORIAL BALL PARK**

WHEREAS, the City of Susanville (City) owns all facilities located at Memorial Park, 1200 North Street; and

WHEREAS, in 2009 a cell tower and ancillary equipment for Omnipoint Communications (T-Mobile) was installed behind the outfield fence of the baseball field; and

WHEREAS, the Agreement between Omnipoint Communications and the City states that the tenant (Omnipoint) shall have the right to collocate additional parties on the pole; and

WHEREAS, CalNeva Towers has contacted the City to request a colocation agreement; and

WHEREAS, City staff has verified the request with Omnipoint Communications; and

WHEREAS, City staff has negotiated with CalNeva's representative and have agreed to CalNeva paying the City \$250.00 per month, to include 4% increases annually, for a term of 5 years; and

NOW, THEREFORE BE IT RESOLVED, that the City of Susanville City Council approves the Colocation Agreement with CalNeva and authorizes the Mayor to sign; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that all revenues derived from said lease shall be deposited in a restricted fund to be solely used for the repair and upgrading of facilities associated with Memorial Ballpark.

Dated: December 5, 2018

Approved: _____
Kevin Stafford, Mayor

Attest: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution 18-5595 was adopted at a regular meeting of the City Council of the City of Susanville held on the 5th day of December, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

Approved as to form: _____
Jessica Ryan, City Attorney

CALNEVA TOWERS

4690 Longley Lane #17
Reno, NV 89502

Lease Agreement for Broadband Collocation

This Lease agreement, entered into the _____ day of _____, 201_, by and between **CalNeva Towers**, a subsidiary of StarTouch, Inc., having its principle place of business at 454 W Stuart Road, Bellingham, WA 98226 (Hereinafter referred to as "Tenant"), and **City of Susanville** (Hereinafter referred to as "Landlord") with the subject property being the property located at 1200 North Street, Susanville, CA 96127 (Hereinafter referred to as "Site or Premises").

WITNESSETH:

WHEREAS, Tenant desires to set up and operate an RF communications site with equipment on Landlord's property in accordance with the terms and conditions set forth herein: and

WHEREAS, Landlord desires to Lease to Tenant specific ground-space, or building attachment, and Commercial Power on Landlord's property in accordance with the terms and conditions set forth herein: and

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth to be performed by the parties hereto, it is agreed by and between Landlord and Tenant as follows:

- 1. Term.** The Term of the Lease shall be for five (5) years, starting on the commencement date identified. The commencement date will be identified by the authorized Tenant representative signature date of this contract. "**Commencement date is the date that tenant completes construction of their equipment on the premises, and is able to provide service to its customer(s), or no later than 90-days from the agreement date on this document**". Tenant shall have the right to extend the Term of this Lease agreement for two (2) successive periods of five (5) years each ("Renewal Term") on the same terms and conditions as are set forth herein upon approval of both parties. This agreement shall automatically be extended for each successive Renewal Term unless Tenant notifies Landlord, or Landlord notifies Tenant of its intention not to extend the Term at least 60 days prior to the commencement of the next Renewal Term. At the expiration of the final term, Tenant will remove its equipment and repair any damage which may be caused to the Premises as a result of such removal, reasonable wear and tear expected.
- 2. Premises; Permitted Use.** Tenant shall use the Premises only for the purpose of installing, maintaining, and operating equipment and uses incidental thereto for providing radio and wireless telecommunication services which Tenant is legally authorized to provide to the public. Tenant's communications equipment shall consist of antennas, mast/tower, cabinets/shelters, electronics, cables, and additional tower/mast parts that may be required for additional height located on the Landlord's existing tower. Any equipment to be located on the tower must meet with approval from the City of Susanville prior to installation on the tower, building, or other Landlord-approved location, along with cable and appurtenances connected to the equipment including a UPS or battery backup system for backup power. All additions to the site or to the Tower must be approved in writing prior to any installation by the City of Susanville. Power from existing outlet or Fuse/Breaker Panel on Site will be utilized by Tenant for its use to energize its equipment located on the property. For the purpose of this agreement Tenant will obtain its commercial power needs directly from T-Mobile, and will not seek commercial power. Tenant will be collocating their equipment on the said tower where T-Mobile's equipment is currently collocated. Landlord shall provide a dedicated circuit/electrical source for use by Tenant. Tenant shall be allowed 24X7X365 access to its equipment unimpeded, but will make every effort to contact Landlord prior to arrival at the premise. Should Commercial Power be unavailable at any time, Landlord grants permission to Tenant to utilize Generators, subject to approval from the City, unless there is an Emergency in nature. Tenant will only utilize small generators under 5500 Watts and they will remove any such generator once the Emergency has subsided, or other power sources available to Tenant to keep their equipment operational 24 hours a day.
- 3. Construction; Maintenance; Access:** Tenant's equipment shall be installed in such a way as to minimize physical harm to the Premises and shall be of adequate strength to give reasonable and normal support. Said construction and Tenant's subsequent maintenance of the equipment shall be at Tenant's sole risk and cost and shall be in compliance with all applicable laws and ordinances. Tenant and its agents shall have the right to enter and inspect, or work on the Premises and the equipment at all times. Tenant does not have the right to enter any existing structures on the Property, except as authorized in advance by Landlord.
- 4. Tenant Responsibilities- Installation and Operation of Equipment.**

CALNEVA TOWERS

4690 Longley Lane #17
Reno, NV 89502

- A.** Tenant agrees to install and maintain in good working order the equipment at the site. Tenant reserves the right to modify, add, change, update, or remove their equipment as needed on the site to maintain quality signal strength, or other conditions as needed to service their customers.
- B.** The equipment shall remain the exclusive property of the Tenant.
- C.** Should Tenant be unable to operate the equipment in an economically viable manner, or for whatever reason Tenant decides to vacate premises, Tenant may terminate this lease agreement with 30 (thirty) days written notice to Landlord with no further obligation of payment or other conditions as provided by Lease. The Lease is cancelled effective that date and the parties will have no further obligation to each other under the Lease.

5. Landlord Responsibilities.

- A.** Landlord will take reasonable precautions to protect Tenant's property from damage, vandalism, theft or hazardous conditions and promptly report any damage, vandalism, theft, service failure or hazardous condition to Tenant.
- B.** Landlord to notify **StarTouch Network Operations Center (888-733-0203 option 2)** with any power outages that may occur, if Landlord is aware of any pending outages.
- C.** Landlord understands that Tenant requires a clear line of sight path for the RF antennas. Tenant shall be responsible for keeping the area in front of antennas clear from obstruction and Landlord will notify Tenant of any work to be performed in and or around the antenna location, and agrees not to block antenna paths.
- D.** Landlord will not knowingly permit the installation of any type of equipment or other items on the Premises that will interfere with the reception of signals by Tenant's equipment and agrees to act in good faith to immediately remove or disable said equipment upon Tenant's notification of conflict. Any equipment installed by Tenant shall be fully Licensed and protected by the FCC. Tenant will agree to work with any current or future tenant and the City should any Interference at the site be reported.
- E.** Landlord agrees to provide non-exclusive rights to Tenant for the purpose of providing wireless high speed Internet services/RF signal from Landlord's property.
- F.** Landlord is not responsible for the Tenant's equipment or cables.

6. Rent. Tenant shall provide Landlord –City of Susanville - UPON COMMENCEMENT DATE:

⇒ \$250.00 per month with a 4% annual increase. Rent is to be paid by the 10th of the month. Should this contract start after the 10th of the month, the rent shall be pro-rated for that month.

7. Indemnity of Landlord. Tenant shall indemnify and hold harmless against and from any and all loss, costs, damages, and claims to the extent of such damage arises from Tenant's negligence or wrongful acts or from any activity, work, or thing done, or permitted by the Tenant in the Premises and shall further indemnify and hold harmless Landlord against and from any and all loss, costs, damages, and claims to the extent such damages arises from Tenant's negligence or wrongful acts arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this lease, or arising from any act or negligence of the Tenant, or of its agents, contractors, servants, invitees, or employees, and from and against all costs, attorneys' fees, expenses and liabilities incurred or paid in connection with any such claim or any action or proceeding brought against Landlord by reason of Tenant's use of the Premises.

8. Insurance. Tenant shall obtain and keep in force during the Term of this Lease a commercial General Liability policy of insurance protecting Tenant and Landlord (as additional insured) against claims for bodily injury, personal injury, and property damage based upon, involving or arising out of the use, occupancy or maintenance of the Premises and all areas appurtenant thereto. Such insurance shall be on an occurrence basis providing single limit coverage in an amount not less than \$1,000,000 per occurrence. The limits of said insurance required by this Lease or as carried by Tenant shall not, however, limit the liability of Tenant nor relieve Tenant of any obligation hereunder. All insurance to be carried by Tenant shall be primary to and not contributory with any similar insurance carried by Landlord, whose insurance shall be considered excess insurance only.

9. Assignment and Subletting. Tenant shall not sublet or grant access to the Premises by any part thereof or assign this Lease, or permit any businesses to be operated in or from the Premises by any person, firm, or corporation other than Tenant without the prior written consent of Landlord, which consent shall not be unreasonably withheld or denied.

10. Defaults. A failure by Tenant to observe and perform any other provision of this lease where such failure continues for 30 days after written notice thereof by Landlord shall constitute an event of default of this lease. If an event of default shall occur, Landlord may, at any time thereafter, at Landlord's option, exercise any or all rights at law or in equity, which are permitted by Washington State Law. At no time shall Landlord interfere with Tenants Commercial Power or Tenants equipment in a direct manner, which would impact or impede Tenants ability to provide services to its customers. If a failure (other than payment) is not able to be cured after 30-days written notice, but Tenant is

CALNEVA TOWERS

4690 Longley Lane #17

Reno, NV 89502

diligently working to cure such default, Landlord agrees to work with Tenant in a reasonable manner to afford Tenant extra time to cure such default, but no longer than 6-months to have such default cured.

- 11. Attornment.** Tenant agrees that, in the event of a sale, transfer, or assignment of the Landlord's interest in the property or any part thereof, including the Premises, Tenant will attorn to and recognize such transferee, purchaser, ground or underlying lessor or mortgagee as Landlord under this lease.
- 12. Notices.** All notices with regards to the terms of this contract, to either party, shall be sent in writing to their respective addresses provided herein – sent either US Postal Service, FedEx, or UPS with Signature required.
- 13. Entire Agreement.**
- A.** This lease, the Exhibits and addenda, if any, attached hereto set forth all of the covenants, promises, agreements, conditions and understanding, between the parties.
 - B.** All prior conversations or writings between the parties hereto or their representatives are merged herein and extinguished.
 - C.** This Lease shall not be modified, except by a writing subscribed to by the party to be charged or be canceled by Tenant or the Premises surrendered except with the prior express written authorization of Landlord, unless in accordance with paragraph 1 or as otherwise specifically provided herein.
- 14. Successors and Assigns.** Except as otherwise provided in this lease, all of the conditions, covenants, and agreements of this Lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, personal representative, successors and assigns. Each provision of this lease to be performed by Tenant shall be construed as both a covenant and a condition, and if there shall be more than one Tenant, they shall be bound, jointly and severally, by the provisions of this Lease.
- 15. Governing Law.** This agreement shall be governed by the laws of the State of Washington and any such disputes, causes of action or claims shall be brought in Lassen County, and the parties hereto consent to the jurisdiction of such Court. In the event that either party should bring suit because of the breach of any provision of this lease, or for any other relief hereunder, then all costs and expenses, including reasonable attorneys fees, shall be paid to the prevailing party by the other.
- 16. Termination by Tenant for unsuccessful installation:** Should tenant not be able to finish or complete its initial construction, or not be able to service its customer(s) for any reason, this agreement shall become null and void with no fees or other considerations owed to landlord, written notification shall be sent to Landlord.

Dated this ____ day of _____, 201__.

LANDLORD

STARTOUCH, INC, TENANT

By: _____

By: _____

Name/Title: Kevin Stafford, Mayor

Name/Title: Keith Scheffer, CEO

Date: _____

Commencement Date: _____

Notice Address & Phone Number:

66 North Lassen Street
Susanville, CA 96130
530-257-1000

Notice Address & Phone Number:

454 W Stuart Rd
Bellingham, WA 98226
360-543-5679

ATTACHMENTS:

“A” Site Sketch --- Approved location on premise for Startouch equipment installation

CalNeva Towers a subsidiary of *StarTouch, Inc.*
4690 Longley Lane #17 ~ Reno, NV 89502
360-543-5679 ~ www.calnevatowers.com

fileshare/debi/fixedassets/memorial park cip
11/8/2018 15:11

Revenues from T-Mobile Rent

Beginning Balance 6/30/09	6,357.14	
less expenses	<u>(1,221.29)</u>	
Restrict at year end.	5,135.85	
Beginning Balance 7/1/09	5,135.85	
Net Rev/Exp @ 6/30/10	<u>4,434.78</u>	
Restrict at year end.	9,570.63	
Beginning Balance 7/1/10	9,570.63	
Net Rev/Exp @ 6/30/11	<u>821.95</u>	
Restrict at year end.	10,392.58	
Beginning Balance 7/1/11	10,392.58	
Net Rev/Exp @ 6/30/12	<u>11,428.42</u>	
Restrict at year end.	21,821.00	
Beginning Balance 7/1/12	21,821.00	
Net Rev/Exp @ 6/30/13	<u>(7,055.35)</u>	Scoreboard
Restrict at year end.	14,765.65	
Beginning Balance 7/1/13	14,765.65	
Net Rev/Exp @ 6/30/14	<u>2,300.20</u>	
Restrict at year end.	17,065.85	
Beginning Balance 7/1/14	17,065.85	
Net Rev/Exp @ 6/30/15	<u>14,088.36</u>	
Restrict at year end.	31,154.21	
Beginning Balance 7/1/15	31,154.21	
Net Rev/Exp @ 6/30/16	<u>12,081.17</u>	
Restrict at year end.	43,235.38	
Beginning Balance 7/1/16	43,235.38	
Net Rev/Exp @ 6/30/17	<u>8,466.88</u>	
Restrict at year end.	51,702.26	
Beginning Balance 7/1/17	51,702.26	
Net Rev/Exp @ 6/30/18	<u>(10,625.25)</u>	
Restrict at year end.	41,077.01	

Reviewed by: DS Interim City Administrator

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Deborah Savage, Finance Manager

Action Date: December 5, 2018

CITY COUNCIL AGENDA ITEM

PRESENTED BY: Deborah Savage, Finance Manager

SUBJECT: **Resolution No. 18-5596** approving appointment to the Small Cities Organized Risk Effort (SCORE) Board of Directors

SUMMARY: The City of Susanville is a member of the Small Cities Organized Risk Effort (SCORE) which is comprised of many small rural Northern California cities. As a member of the Joint Powers Agreement, the City must designate a representative and alternate to serve on the Board of Directors. Over the years, the City has typically designated members of the Administrative Department to serve on the Board. In order to provide consistency in the City's representation on the Board, it is recommended that the Finance Manager and City Clerk serve as representative and alternate.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 18-5596 approving appointment to the Small Cities Organized Risk Effort (SCORE) Board of Directors

ATTACHMENTS: Resolution No. 18-5596

RESOLUTION NO. 18-5596
RESOLUTION OF THE CITY OF SUSANVILLE CITY COUNCIL
APPOINTING ALTERNATE TO SCORE (Small Cities Organized Risk Effort)
BOARD OF DIRECTORS

WHEREAS, Article III, Section 2 of the Joint Powers Agreement creating SCORE requires the governing body of each member entity to appoint one representative and one alternate to the Board of Directors; and

WHEREAS, the City of Susanville has an appointed representative and alternate to the SCORE Board; and

WHEREAS, there have been changes in the position previously appointed as representative to the SCORE Board by the City of Susanville.

NOW, THEREFORE BE IT RESOLVED by City Council of the City of Susanville as follows:

- 1 Finance Manager, shall serve as the representative to the SCORE Board of Directors.
- 2 City Clerk, is hereby appointed as the City of Susanville's alternate representative to the SCORE Board of Directors.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville held on the 5th day of December 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by:  Interim City Administrator

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Quincy McCourt, Project Manager

Action Date: December 5, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 18-5597** approving the adoption of the Lassen County Area Plan.

PRESENTED BY: Quincy McCourt, Project Manager

SUMMARY: The City of Susanville received funding from the State of California Office of Emergency Services which allowed the City to work with Preparedness Consulting & Training Int'l to conduct a Commodities Flow Study and prepare a county wide Area Plan.

The Area Plan describes the County's pre-incident planning and preparedness for hazardous materials releases. It describes the roles and responsibilities of federal, state, local, and nongovernmental agencies during a hazardous materials incident. It also describes the County's hazardous materials incident response program, training, communications and post-incident recovery procedures. The Area Plan is complete and includes the results from the flow study.

The attached plan has been through many reviews by stakeholders and this final version is one that the twenty-five different involved emergency responders are happy with. Staff is requesting that City Council approve the attached Area Plan. Lassen County will be responsible for its maintenance every three years moving forward.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 18-5597 adopting the Lassen County Area Plan.

ATTACHMENTS: Resolution No. 18-5597
Lassen County Area Plan

RESOLUTION NO. 18-5597
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
ADOPTING THE LASSEN COUNTY AREA PLAN

WHEREAS, the City of Susanville has received funding from the State of California Office of Emergency Services; and

WHEREAS, the funding allowed the City to work with Preparedness Consulting & Training Int'l to conduct a commodities flow study and prepare a county wide Area; and

WHEREAS, the Area Plan describes the County's pre-incident planning and preparedness for hazardous materials releases; and

WHEREAS, the Area Plan has been through extensive and much appreciated stakeholder review and is now complete; and

WHEREAS, the City Council of the City of Susanville reviewed and considered the Lassen County Area Plan and does hereby approve the Lassen County Area Plan.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: The City Council of the City of Susanville reviewed and considered the Lassen County Area Plan and does hereby approve the Lassen County Area Plan.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5597 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of December, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

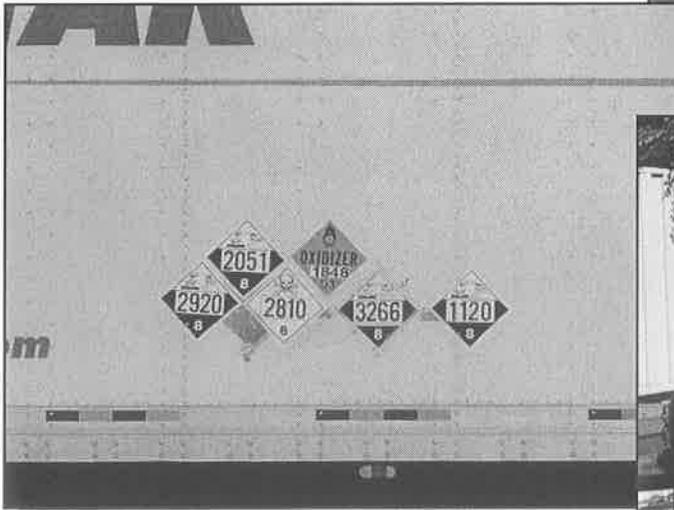
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



LASSEN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

HAZARDOUS MATERIALS AREA PLAN



December 2018

Cover photo credits:

Commercial tractor-trailer combination at the BNSF crossing at State Route 44 by PCTI
Susanville Fire Department/CalOES HazMat unit by PCTI
Multi-placarded commercial trailer by PCTI
Susanville Fire HazMat team courtesy of Susanville Fire Department

*Prepared by
Preparedness Consulting & Training, Int'l
PO Box 2667
Weaverville, CA 96093-2667
530.941.9084
www.pcti.org*

Letters of Promulgation/Adoption Resolutions

Executive Summary

As of 2018, Lassen County is home to approximately 220 businesses and government facilities that manufacture, store, sell, use or dispose of hazardous materials. Additionally, large volumes of hazardous materials are transported through the county on various transportation corridors such as rail, highways and pipeline systems. It is essential that a response plan be developed and maintained to protect the public, environment and property from any release involving chemicals. This plan is known as the Lassen County Hazardous Materials Area Plan, also referred to as the Area Plan or HMAP.

Lassen County is home to facilities that offer uncommon operations, resources, and potential vulnerabilities. These include three State and Federal correctional facilities, a military munitions depot, energy facilities, commercial facilities with large volumes of hazardous materials, and government locations.

Emergency response in Lassen County typically relies on a cooperative and coordinated effort between career and volunteer personnel, and hazardous materials response is no exception. In addition, chemical emergencies often benefit from input and response from private industry, trade associations, and other private sector partners and resources. As a consequence, planning, training, exercising, and after-action review should include broad participation.

This Area Plan fulfills the related Certified Unified Program Agency (CUPA) regulatory program requirements per State law. Copies of the Area Plan are on file in the County Environmental Health Department and the Emergency Operations Center (EOC). The Area Plan can be used as a resource document in conjunction with the Lassen County Emergency Operations Plan and other local and state plans.

The Area Plan describes the County's pre-incident planning and preparedness for hazardous materials releases. It describes the roles and responsibilities of federal, state, local, and nongovernmental agencies during a hazardous materials incident. It also describes the County's hazardous materials incident response program, training, communications and post-incident recovery procedures.

This document is intended to describe the local situation, hazard vulnerabilities, resources, and systems. In and of itself it can do little to prepare Lassen County and its communities for a hazardous materials emergency. It is most valuable when it is used as a tool to guide policy, plans, procedures, and relationships, to focus training and exercises, and to assist in delivering well coordinated, effective, and efficient response and follow-up activities.

Plan Organization

The Lassen County Area Plan is organized into three basic sections: Part 1 - Basic Plan, Part 2 – Roles and Responsibilities and Part 3 – Appendices.

Part 1 - Basic Plan

The Basic Plan is organized chronologically into the four stages of emergency management to assist personnel involved in hazardous materials emergencies: Preparedness, Response, Recovery and Mitigation.

Part 2 - Roles and Responsibilities

This section describes the roles and responsibilities of local, state and federal agencies, and nongovernmental organizations (NGOs) in a hazardous materials emergency.

Part 3 – Appendices

The Appendices provide supporting documentation and more detailed information on topics covered in the Area Plan.

Map of Key Lassen County Hazardous Materials Features

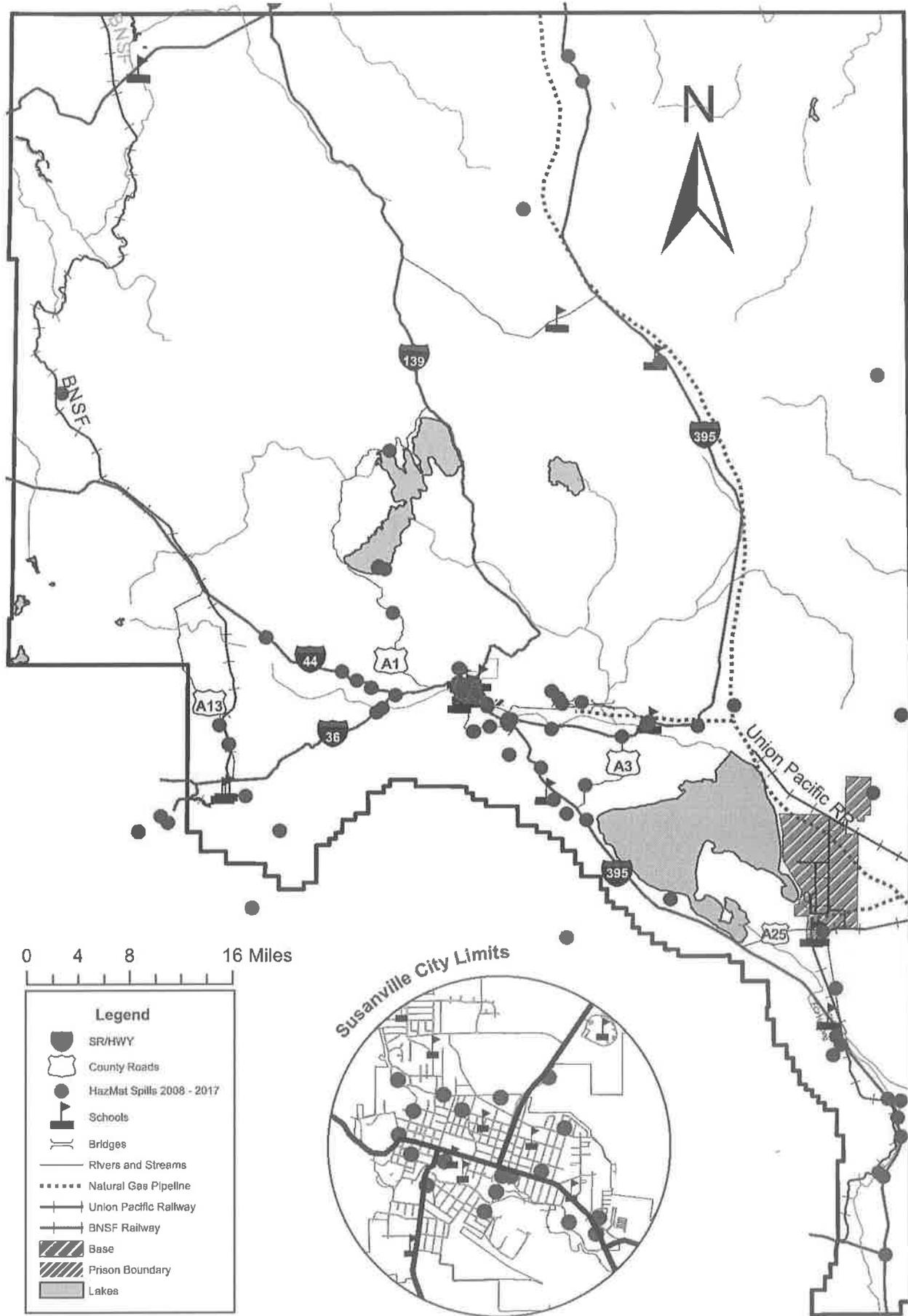


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INTRODUCTION - PURPOSE, OBJECTIVES, AUTHORITIES, AND REFERENCES

1. Purpose

The Lassen County Hazardous Materials Area Plan, hereafter referred to as the “Area Plan” establishes the policies, responsibilities, and procedures required to protect the health and safety of Lassen County's residents and visitors, the environment, and public and private property from the effects of hazardous materials emergency incidents.

The Area Plan establishes the emergency response organization for hazardous materials incidents occurring within Lassen County including the incorporated city of Susanville. This plan documents the operational and general response procedures for the Lassen-Cascade Hazardous Materials Response Team (SCHMRT) by reference. Although the City of Susanville now operates a Type II Hazardous Materials Response Team, Lassen County and its political subdivisions remain participants in SCHMRT.

The Area Plan is the principle guide for agencies of Lassen County, the City of Susanville, and other local entities in mitigating hazardous materials emergencies. This Area Plan is consistent with the National Incident Management System (NIMS), a unified framework for incident management within which government and private entities at all levels can work together effectively. The NIMS provides a set of standardized organizational structures such as the Incident Command System (ICS) and standardized processes, procedures and systems. These processes and procedures are designed to improve interoperability and effectiveness among jurisdictions and disciplines. In addition to, and conjunction with, NIMS, California operates under its own Standardized Emergency Management System (SEMS). SEMS is consistent with NIMS, and adds features to improve its effectiveness in the State’s vast and diverse area.

This Area Plan is an operational plan as well as a reference document; it may be used for pre-emergency planning as well as a resource for emergency response. Agencies having roles and responsibilities established by this Area Plan are encouraged to develop standard operating procedures (SOPs) and emergency response checklists based on the provisions of this Area Plan. This Area Plan should be used in conjunction with the Lassen County Emergency Operations Plan (EOP) and the California Hazardous Materials Incident Contingency Plan.

2. Objectives

The objectives of this Area Plan are to meet State requirements as detailed in the California Health and Safety Code (H&SC), Article 1 and California Code of Regulations (CCR), Title 19, Division 2, Chapter 4, Article 3 and to make this plan a functional document in a hazardous materials emergency.

Specific objectives of the plan are to:

- Describe pre-emergency preparations, emergency operations, organizations and supporting systems required to implement the Area Plan.
- Provide for a coordinated and integrated response to hazardous materials accidents, releases, or threatened releases.
- Define roles, responsibilities and authorities of participating agencies including local, state and federal agencies and others during a hazardous materials incident in Lassen County.
- Establish lines of authority, communication, and coordination when this plan is in effect.
- Provide to responding agencies, separately from this plan, specific information about facilities within Lassen County which handle reportable quantities of hazardous materials.
- Promote accurate and timely information to the media and general public concerning the release or threat of a hazardous material.
- Establish provisions for training of emergency response personnel.
- Provide planning guidance for evacuations and in-place sheltering.
- Provide a list and description of available emergency response supplies and equipment.
- Provide a mechanism for conducting after-action review and follow-up.

3. *Authorities*

The following provide authority to implement the Area Plan:

- California Government Code, Title 2, Division 1, Chapter 7, (California Emergency Services Act)
- California Vehicle Code, Division 2, Chapter 2, Section 1, Article 4
- State of California Street and Highway Code
- California Health and Safety Code, Division 20, Chapter 6.95, Section 25500 et seq., and Chapter 6.11, Section 25404 et seq.
- California Code of Regulations Title 19, Division 2, Chapter 4, Article 3
- California Code of Regulations, Title 8, Subchapter 7, Section 5192
- Code of Federal Regulations (CFR): 29 CFR, Part 1910.120 Occupational Safety and Health Standards
- Code of Federal Regulations, Title 40, Part 68, Section 112, Clean Water Act
- Porter Cologne Water Quality Control Action, Section 13376
- Food and Agricultural Code, Section 12997.7 (Pesticide Drift)

California Environmental Protection Agency certification of the Lassen County Environmental Health Department as Certified Unified Program Agency May 29, 2002

4. References The following are references to the Area Plan:

- Lassen County Emergency Operations Plan
- Lassen County Fire Mutual Aid Plan
- Lassen County Hazard Mitigation Plan
- Lassen County Health Department Operations Plan
- Lassen County Radio Call Plan
- Lassen County Tactical Interoperable Communications Plan
- California Hazardous Materials Incident Tool Box (updated 2014)
- FIRESCOPE Field Operations Guide (ICS 420-1)
- Lassen-Cascade Hazardous Materials Response Team Standard Operating Procedures
- NFPA 472/473 – Standards for Competence of Responders to Hazardous Materials Incidents/Emergency Medical Services Personnel
- Northern California EMS Protocols
- California Mutual Aid Region III CHEMPACK Plan
- California Public Health and Medical Health Emergency Operations Manual (2011)

A. ADMINISTRATION

- 1. Administering Agency** The Lassen County Environmental Health Department (LCEHD) is the Administering Agency and Certified Unified Program Agency (CUPA) under California Health and Safety Code (H&SC) Title 20, Chapter 6.95, Article 1, § 25500. This statute mandates that the Administering Agency/CUPA develop and maintain an Area Plan which describes the agency's plan for preparing for and responding to a hazardous materials emergency. The LCEHD will request input from participating agencies on the Area Plan Distribution List (**Appendix A**). Participating agencies involved in hazardous materials incident planning or response are responsible for notifying the LCEHD at (530) 251-8528 of any changes in emergency response procedures or capabilities that might substantially affect the Area Plan.

This Area Plan was developed using the following references as guidelines: California H&SC, Article 1, and CCR, Title 19, Division 2, Chapter 4, Article 3, and; the Final Area Plan Guidance Language. Each requirement in these references has been addressed in this Area Plan. **Appendix B** contains the Cal OES Area Plan checklist.

- 2. Certified Unified Program Agency (CUPA)** California law established the Unified Program which consolidates hazardous material and hazardous waste permitting, inspection and enforcement activities under one local agency. As of May 29, 2002 LCEHD was approved by CalEPA as the Certified Unified Program Agency (CUPA) for Lassen County.

As a CUPA, the LCEHD has responsibility for implementing all the unified programs within its jurisdiction. Unified programs include: hazardous materials business plan, hazardous waste generator, hazardous waste on-site treatment, underground storage tanks, California Accidental Release Prevention Program, and aboveground storage tanks containing petroleum products.

- 3. Activation of the Area Plan** This updated Area Plan is effective upon adoption by the Lassen County Board of Supervisors and the Susanville City Council. **Appendix B** contains the list of all departments and agencies to which it will be distributed. The updated Area Plan will also be submitted to the State of California Governor's Office of Emergency Services Agency (Cal OES).

The Area Plan is in effect at all times. Portions of the Area Plan relating to response are activated on an as-needed basis as incidents occur. The Area Plan may be activated by any first response agency arriving at the scene at a potential hazardous materials incident.

- 4. Deactivation of the Area Plan** This Area Plan can be deactivated by the Incident Commander (IC) when it is determined that a hazardous materials incident does not exist or if the situation has been stabilized and all necessary response procedures are completed. Clean up operations may continue after the Area Plan has been deactivated.

**5. Plan Review
and
Maintenance**

The LCEHD will be responsible for updating the Area Plan as it is a working document. As information affecting emergency operations changes (such as response procedures, response capabilities, etc.), the Area Plan will be updated. By statute, the Area Plan is required to be reviewed and updated every three years. The process for updating is as follows:

- To be reviewed every year and updated as necessary:
 - Contact information
 - Agency roles and responsibilities
 - Emergency response resources
 - Notification procedures
 - Other sections subject to frequent or substantial change
- Every three years the Area Plan will be reviewed and updated in its entirety.
- Each time the Area Plan is updated, a Record of Revisions page will be updated which will indicate the changes, the date of the changes and who posted the changes. This is included in **Appendix C**.
- Cal OES will be sent a revised copy of the Area Plan whenever substantial changes are made to the document.

The Area Plan may be modified as a result of changes in products, commodity flows, response procedures, hazardous materials incident experience, and/or exercise after-action reviews.

Those agencies having assigned responsibilities under this Area Plan are obligated to inform LCEHD when policies or procedural changes occur or are imminent. These changes will be reviewed and incorporated into the Area Plan.

Additionally, any agency may submit proposed changes to the Area Plan in writing to the LCEHD where they will be discussed and evaluated for inclusion in the Area Plan by the agencies represented. These changes shall be published and distributed to agencies holding the Area Plan, and may be submitted to others with subject matter expertise and/or pertinent interests. Modifications shall be made for changes in responsibilities, procedures, laws, rules, or regulations pertaining to hazardous material incidents change. All resulting changes will be published and distributed to agencies holding the Area Plan. (Refer to Distribution List **Appendix A**).

B. AGENCY COORDINATION AND PLANNING

Many agencies could potentially be involved in a hazardous materials emergency depending on its nature and size. These agencies have different capabilities, responsibilities, and functions. Part 2 of this document provides descriptions of the roles, resources, responsibilities, and phone numbers of government and non-government agencies that may respond to hazardous materials incidents. This section will describe the pre-planning functions and relationship to other plans and agencies.

RELATIONSHIP TO OTHER PLANS

Federal Plan

National Response Framework The National Response Framework is a guide to how the Nation conducts all-hazards response. It builds on the National Incident Management Systems, which provides a consistent template for managing incidents. It ensures that all response partners across the Nation understand domestic incident response roles, responsibilities and relationships in order to respond more effectively to any type of incident. The most recent version published by the Department of Homeland Security is June 2016.

State Plans

1. State Emergency Plan The State of California Emergency Plan dated October 2017 outlines a State level strategy in support of local government efforts to protect the public during a large-scale emergency. In accordance with the California Emergency Services Act, the State Emergency Plan describes: (1) methods for carrying out emergency operations; (2) the process for rendering mutual aid; (3) emergency services of governmental agencies; (4) how resources are mobilized; (5) emergency public information; and (6) continuity of government. The plan is intended to establish statewide emergency management policy and provide guidance and standardization for use by all stakeholders.

2. State Hazardous Materials Incident Contingency Plan and Hazardous Materials Incident Tool Kit The California State Hazardous Materials Incident Contingency Plan (HMICP) and Hazardous Materials Incident Tool Kit are supporting documents to the State of California Emergency Plan, which defines the emergency management system used for all emergencies in California. This latter document describes the State’s hazardous material emergency response organization; the roles and responsibilities of state agencies; the relationship of the State with the local, federal, volunteer, and private organizations and is a useful reference document. Some of the appendices to this Area Plan are derived from the Hazardous Materials Incident Tool Kit, which was updated in 2014.

The Area Plan is consistent with the HMICP in that both plans discuss roles and responsibilities and general protocols for implementing NIMS and SEMS. The County uses NIMS and SEMS, and coordinates with state agencies via the Cal OES Warning Center, mutual aid programs, and direct calls to various agencies.

Regional Plans

**Hazardous
Materials
Response Plan**

The Region III Local Emergency Planning Committee (LEPC) was designated by the Chemical Emergency Planning and Response Commission (CEPRC) pursuant to the Superfund and Reauthorization Act of 1985 (SARA), Title III and mandates the creation of a Regional Plan. The thirteen-county Region III LEPC includes Butte, Colusa, Glen, Lassen, Modoc, Plumas, Lassen, Sierra, Siskiyou, Sutter, Tehama, Trinity and Yuba counties. The Regional Plan should address mutual aid, hazardous materials transportation issues, hazard analysis and coordination of incidents that cross-jurisdictional boundaries. Although the Regional Plan has not been prepared, it is expected that the Area Plan would support this Regional Plan.

Local Plans

**1. Emergency
Operations
Plan**

The Lassen County Office of Emergency Services maintains the Emergency Operations Plan (EOP). The EOP is the primary emergency planning and management document within the County. This plan may be activated in a hazardous materials incident when additional resources or extended response activities are needed. The EOP is under revision as of July 2018.

The Lassen County Emergency Operations Center (EOC) can be activated in the event of an emergency, including a hazardous materials incident. The EOC is the location from which centralized management of an emergency response is performed.

Primary EOC: Susanville Interagency Fire Center
1491 Fifth Street, Susanville

This site is equipped with emergency power generators, radios, telephones, maps and can sustain 24-hour staffing.

Alternate EOC: Janesville Fire Department Main Station
463-390 Main Street, Janesville

**2. Public Health
Department
Planning
Documents**

The Lassen County Public Health Department has overall responsibility for protecting the population of Lassen County on a day-to-day basis and in a public health emergency—either natural or human-made. Local plans include the Lassen County Health Department Operations Plan.

**3. Local
Emergency
Medical
Services
Agency
Planning
Documents**

Nor-Cal EMS serves as the Local Emergency Medical Services Agency (LEMSA) for Lassen County. EMS Agency protocols and relevant plans including poisoning, multi-casualty incidents, and disaster medical services are available on their website <http://norcalems.org/policies-and-procedures.shtml>

- 4. **Hazard Mitigation Plan** As of September 2018, a Multijurisdictional Hazard Mitigation Plan is in draft form for public comment. This plan assesses various hazards, vulnerabilities, and risks from natural and human caused events and provides a plan to reduce vulnerability and risks through policies and implementing hazard mitigation strategies.

Response Agreements

- 1. **California Disaster and Civil Defense Master Mutual Aid Agreement** The statewide mutual aid system is codified in the California Disaster and Civil Defense Master Mutual Aid Agreement. The State, each of its counties and those incorporated cities and fire protection districts have adopted the Agreement. The Master Mutual Aid Agreement creates a formal structure wherein each local jurisdiction retains control of its own facilities, personnel and resources, but may also receive or render assistance to other jurisdictions within the State.

- 2. **Type II Hazardous Materials Response Teams** Susanville Fire Department operates a Type II hazmat response team, however Lassen County remains a participant in the SCHMRT program.

SCHMRT is a hazardous materials response team that is a call-when-needed resource that is subject to personnel availability. It will respond to serious and significant hazardous materials emergencies. SCHMRT is a multi-jurisdictional team that serves Lassen, Modoc, Lassen, Siskiyou, Tehama, and Trinity Counties. This emergency response team is based in Shasta County, and consists of representatives from agencies throughout the six county area.

Susanville Fire Department and SCHMRT are both typed by the State Governor’s Office of Emergency Services Agency as Type II Teams.

A Type II Hazardous Materials Company is one that can respond to known and unknown chemicals and has specialized equipment and supplies to respond to these incidents. Teams meet the personnel training and staffing requirements for seven personnel trained at the Hazardous Materials Specialist level. One of the members must also be trained in Assistant Safety Officer HazMat.

Type II teams can provide technical services, which includes product identification, determining threat to life safety and environment; establishing site safety zones and plans; mitigating product release; conducting emergency decontamination and advising on product clean up. They do not engage in clean up, removal or transportation of hazardous materials.

For a large scale incident or if additional personnel or equipment is needed, the Incident Commander may exercise any Lassen County Mutual Aid agreement or the State Master Mutual Aid Agreement to which all counties are signatories.

Other Useful Documents

1. **Business Plan Inventories (California Environmental Reporting System or CERS)** LCEHD maintains business plan data, and emergency response organizations may obtain read-only permission to access it. CERS data includes details such as:
- Location names, addresses, and contact information
 - Hazardous materials names, quantities, container types
 - Product-specific DOT hazard classes, ID numbers, and CAS numbers

It is recommended that emergency response organizations obtain CERS data for their own and neighboring jurisdictions to identify specialized support resources and help guide their planning, training, exercises, and other pre-incident activities.

-
2. **Railroad Traffic Flow Summaries** These confidential reports are available from BNSF and requested from UP, and are maintained in Lassen County by the CUPA, County Office of Emergency Services, and Susanville Fire Department’s Type II hazmat team. Its distribution and use are limited by Federal homeland security regulations to those with a need to know.

The summaries cover a 12-month period, and include data such as:

- The total numbers of loaded and residue cars and intermodal containers
- Shipping names, DOT hazard classes, UN/NA ID numbers, and container type

-
3. **SCHMRT Letter of Agreement & Operations Manual** Lassen County participates in the Shasta-Cascade Hazardous Materials Response Team, although it also has a similarly-typed local team operated by Susanville Fire Department. The Letter of Agreement provides details regarding the intergovernmental relationship, roles and responsibilities.

The Operations Manual provides details regarding how member entities will function in a hazmat emergency. It may be useful to local entities developing their own policies and procedures.

Both documents are maintained by the Susanville Fire Department, Shasta County CUPA, and Redding Fire Department.

Coordinating Activities

**1. Local
Emergency
Planning
Committee
(LEPC)**

The LEPC includes public agency, nonprofit and private industry representatives from throughout the region. It meets bi-monthly to discuss hazardous materials issues. The LEPC's primary responsibilities include:

- Conduct hazardous materials release public education activities.
- Provide many excellent training opportunities.
- Provide regional coordination for State HazMat training opportunities

**2. SCHMRT
Administra-
tion and
Operations
Groups**

The SCHMRT Administration group meets quarterly or on an as-needed basis.

The Operations group meets monthly for a 6-hour drill. They typically welcome invitations to conduct their drills in member jurisdictions.

C. CUPA REGULATORY PROGRAM

The Lassen County Environmental Health Department’s Certified Unified Program Agency (CUPA) regulatory program includes identifying businesses within Lassen County that store or use hazardous materials at or above specified threshold amounts, and/or generate hazardous wastes. As the CUPA, LCEHD inspects these facilities for proper management and initiates enforcement actions for non-compliance. Facility information is made available to fire departments and other emergency responders for use during an emergency, through the California Environmental Reporting System (CERS) website. This information is also available upon request directly from the LCEHD.

1. Hazardous Materials Business Plan (HMBP) and Inspection Program

The Hazardous Materials Business Plan (HMBP) program is required by Chapter 6.95 Division 20 of the California H&SC. This program provides information essential to fire fighters, health officials, planners, elected officials and workers in meeting their responsibilities for the health and welfare of the community. The HMBP program also incorporates the community’s right to know about the hazardous materials in their community. This law requires businesses, which handle hazardous materials over threshold amounts (55 gallons for liquids, 500 pounds for solids, and 200 cubic feet for compressed gases) to submit a HMBP to LCEHD. A HMBP consists of: general business contact information, an inventory of hazardous materials, a map showing the location of the materials and evacuation routes, an emergency response plan and a training plan for employees. Each year all facilities with a HMBP are required to submit a revised HMBP. All regulated businesses are required to report HMBP information electronically via the CERS website.

The HMBPs are on file in the LCEHD office and are available on CERS. Facility contact and hazardous materials inventory information, along with facility maps are available at all times to the appropriate Fire Department or Fire Protection Districts. Response agencies have the ability to review HMBP information on CERS.

The HMBP information is also stored at the LCEHD and is available for review by the public upon request during normal hours of operation. Facility maps are not accessible to the general public.

Facilities are inspected to verify HMBP information is accurate. Underground storage tank facilities are inspected annually. All other facilities are inspected once every three years at a minimum. Results from all compliance inspections become part of the business' file and are available to emergency response agencies and for public review. New businesses are located by the CUPA through the plan check process, business license process or field surveys.

<p>2. Integrating information from California Accidental Release Prevention program (CalARP) facilities</p>	<p>Facilities that exceed threshold amounts of extremely hazardous substances (e.g. ammonia, chlorine, highly toxic gases) in a process on site are required to prepare a Risk Management Plan (RMP). The Federal program has higher threshold quantities than the California program, known as the California Accidental Release Prevention (CalARP) Program. CalARP facilities are required under state and federal law to prepare RMPs which describe the accidental release prevention and emergency response policies and procedures at their facility. The RMP contains an analysis of the off-site consequence of an accidental release at the facility. These off-site analyses consider sensitive populations including schools, hospitals, long term health care and child care facilities, park and recreation areas and major commercial, office and industrial businesses.</p>
<p>3. Number of Regulated Businesses</p>	<p>As of June 2018, there are approximately 220 facilities regulated in the CUPA program. Two facilities fall under the California Accidental Release Prevention (CARB) Program.</p>
<p>4. Code Enforcement & Education</p>	<p>The LCEHD, as the CUPA, works to reduce the number of hazardous materials incidents and to minimize impacts when incidents do occur. This is done through education, inspection and code enforcement.</p>
<p>5. Pre-Incident Surveys</p>	<p>The LCEHD provides Fire Departments and Fire Protection Districts access to HMBP information available on the CERS website including hazardous materials inventories, emergency phone numbers and site maps. This information is also available upon request directly from the LCEHD office. Fire agencies may use this data to complete pre-Incident site surveys.</p>
<p>6. Pesticide Drift Protocol</p>	<p>This Area Plan provides pre-emergency planning, communication, training, cost recovery or fiscal reimbursement protocols as required by SB 391.</p>
<p>7. Data Management System</p>	<p>Lassen County Environmental Health Department utilizes CERS to manage Business Plan data. No other programs are used locally.</p>

D. HAZARD ANALYSIS

1. General Situation

Lassen County comprises 4,720 square miles of land area and 179 square miles of water. Topography consists of forest-covered mountains, valleys, rivers, and lakes. Plateaus cover about a third of the western county and sagebrush and juniper cover the eastern portion of the county. Elevations range from 3,300 feet in the Fall River Valley to about 8,700 feet at Hat Mountain in the northeast corner of the county.

Approximately 59% of the land is owned or controlled by a government agency.

Census estimates for 2017 report a county population of 31,163, a 1.1% drop from the 2007 peak of 35,005. An estimated 9,300 of those are incarcerated in one of the three correctional institutions, so their impacts on hazmat preparedness and response will be notably different than the remaining population.

2. Hazards Overview

Transportation

Highway/Road Systems

The public road system within Lassen County consists of:

- 303 miles of state highway
- 881 miles of county road
- 50 miles within the City of Susanville, and
- 536 miles controlled by federal agencies

Truck traffic on the state highway system has reached 24%. For trucks travelling between Reno and the Interstate 5 corridor, Routes 395 and 44 are the shortest travel routes.

Railroad

Two Class 1 freight railroads operate in the county.

Burlington Northern Santa Fe (BNSF) operates 83 track miles in Lassen County, including 36 at-grade crossings, and 1 each under- and above-grade crossing. At-grade crossings are at greatest risk of conflicts with road traffic. BNSF operates a maintenance facility in Westwood, a railyard at Bieber, and freight stations at Westwood, Lodgepole, Willow Springs, Little Valley, and Bieber.*

For the year ending July 2018, BNSF reported these hazardous materials volumes, with 108 different shipping names:

- 14,100 loaded cars
- 127 loaded intermodal containers
- 13,632 reside cars

Confidential cargo details have been provided to key local agencies.

*Facilities information as reported by the Federal Railroad Administration August 15, 2018

Union Pacific (UP) operates 131 track miles with 36 at-grade, and 2 each under- and above-grade crossings. UP operates freight stations at Wendel, Susanville, CalNeva, and Herlong.*

*Facilities information as reported by the Federal Railroad Administration August 15, 2018

Aviation

Susanville Municipal Airport (SVE) serves general aviation and emergency services use, with an asphalt runway of 2,180 feet and two helipads. Smaller public airports include

- Southard Field (Bieber) with a runway of 2,980 feet
- Herlong Airport 3,269 feet
- Ravendale Airport 2,920 feet
- Spaulding Airport 4,600 feet

Amedee Airport near Herlong has a 10,000 foot runway operated by the U.S. Army, and requires prior permission before use.

A private 86 by 50 foot concrete helipad is operated by Banner Lassen Medical Center in Susanville.

Any of these transportation routes and facilities has the potential for releases of hazardous materials. While large and energetic releases pose the most obvious danger to life safety, environment and property, even relatively small quantities may pose a substantial danger under some conditions.

Some of these routes are used daily for interstate and interregional travel, however it is not possible to determine precisely what is transported by road and rail. It is a given that any type of hazardous material could be transported in various sizes and types of containers.

Roads and streets in the county carry hazardous materials including bulk fuel loads, chemicals used at fixed facilities, and materials for facilities within Lassen County.

Placarded shipments were surveyed in June and August 2018, and the findings are provided in **Appendix F**.

It should be noted that the DOT placarding system has limitations:

- For most commodities regulations do not require placarding for aggregate weights of hazardous materials under 1,001 pounds.
- A cargo's multiple hazards are poorly communicated by placards. For example, anhydrous ammonia is placarded as a Class 2 compressed gas, however it is also flammable, explosive, corrosive, violently reactive, can form shock-sensitive compounds, causes skin burns and frostbite, and can be fatal when inhaled.
- Placarding may not accurately indicate the nature of a cargo. A recent survey conducted by the California Highway Patrol and Caltrans showed that 30% of vehicles were incorrectly placarded. Whether deliberate or inadvertent, responders should be aware.

Pipelines

Natural gas pipelines are operated in much of Lassen County.

The TransCanada/Tuscarora Gas Transmission Company operates 85.1 miles of 20-inch mainline, including one compressor station and one each pig launcher and receiver in Lassen County.

As of summer, 2018 typical mainline operating pressures are between 800 PSI and the maximum allowable operating pressure of 1,000 PSI. Flow is from north to south. All mainline system valves are rupture protected, closing automatically at a pressure below 350 PSI. Remote valve operation is not present in the system.

The system also includes 11.0 miles of 6-inch Susanville lateral, and 5.3 miles of 4-inch Herlong lateral for distribution by local systems there.

All product is odorized with the familiar Mercaptan in a facility near the California-Oregon border.

A maintenance station is staffed in Susanville with response equipment.

The City of Susanville operates 10 miles of high pressure steel gas main pipeline operating at 400 PSI and 60 miles of low pressure polyethene gas mains operating at 40 PSI. A small diameter, low pressure distribution system provides service to 3,115 customers in the system.

Isolation valves are in place in case of emergency.

The Susanville Public Works Department maintains a staff of qualified natural gas technicians and operators for 24 hour emergency response.

Holders of the Emergency Response Plan include Susanville City Public Works, City Administrator, Fire Department, City Engineer, and Water Supervisor.

Fixed Facilities

As of December, 2018, some 220 fixed facilities have business plans on file to store and handle reportable quantities of hazardous chemical supplies. These threshold amounts are:

- 500 pounds for solids
- 55 gallons for liquids
- 200 cubic feet for gasses

These include obvious locations like large propane tank complexes and water treatment plants, as well as more common operations such as automotive shops, welding shops, communications sites, gas stations, government facilities, and a golf course.

Smaller quantities may be found virtually anywhere in Lassen County, in storage, transportation, and use.

Agriculture and Pesticide Drift

In January of every third year beginning in 2020, the County Agricultural Commissioner's office will provide a list to the Environmental Health Department of pesticides used during the prior three years in the production of an agricultural commodity which:

- Have had confirmed drift
- Are known to drift or volatilize
- Are applied at high rates per acre

If there are substantive changes to the types of agricultural chemicals in any year prior to the three year cycle, the Agricultural Commissioner's office will send a list of these chemicals to Lassen County Environmental Health, Public Health, and local Fire Departments in the jurisdiction.

The Environmental Health Department will review this list and update the Pesticide Drift Appendix (**Appendix T**) every three years as part of the Area Plan update process and distribute the updated Area Plan to all appropriate departments/agencies as noted above. Information about chemical hazards, emergency response issues, decontamination and emergency medical treatment will be provided in this Appendix as well as reimbursement for medical expenses.

The Lassen County Agricultural Commissioner's office will be immediately contacted through Lassen County Public Safety Dispatch for any pesticide incident. They can provide additional information on the pesticides or exposure symptoms and will be involved in the follow-up investigation. Other resources including but not limited to the Poison Control Center or Department of Pesticide Regulations web site.

Notification procedures and coordination of evacuation of affected non-occupational personnel shall be followed as cited in **Appendix H**– item 7 – Evacuation and Shelter-In-Place Planning and also Lassen County's Emergency Operations Plan.

The Incident Commander shall, in coordination with responding agencies, determine the need for on-site or nearby emergency shelters. Shelter shall only be provided after decontamination of exposed individuals has been completed. Long-term evacuation and sheltering procedures shall be implemented as described in the County and respective City's Emergency Operations Plans.

Emergency response personnel and/or the Lassen County Regional Communications Center shall assess the need for foreign language interpretation services. For example, they will need to be aware that individuals who do not speak English may not understand requests for decontamination or evacuation. The AT&T Language Line translation service or similar translation service can be used to assist with language issues (download the mobile app).

The Control Facilities (Mercy Medical Center in Redding and REMSA Dispatch in Reno) representative is responsible for notifying all surrounding hospitals of an incident. Lassen County Health Officer may disseminate additional information on the suspected pesticide to physicians for appropriate treatment as provided by the California Department of Public Health (CDPH) Division of Environmental and Occupational Disease Control (DEODC). The designated Lassen County Health and Social Services Agency Spokesperson or Public Information Officer (PIO) will assist in the dissemination of information concerning emergency shelter and medical treatment options and will coordinate with the Health Officer and Control Facility representative as appropriate. Public service announcements concerning exposure and medical treatment options shall be broadcast for 7 days or as needed after a pesticide drift incident. Efforts to individually notify residents and businesses within a 1 mile radius of a pesticide exposure drift incident will be conducted on an as-needed basis. All notifications will identify the incident location, date, pesticide(s) involved, and availability for medical cost reimbursement.

All medical treatment facilities will be notified through established Public Health networks of the availability for reimbursement of medical treatment costs for pesticide drift incidents as needed.

The Agricultural Commissioner’s office will investigate the incident as soon as possible to determine if any violations have occurred. If it is determined that a Class A violation as defined in 3 CCR 6130 (1) occurred, the Agricultural Commissioner will make a formal referral to the District Attorney as required by 3 CCR 6128 (c) (1) (A), or take an enforcement action. If the referral to the District Attorney is declined, the Agricultural Commissioner may take appropriate enforcement or compliance action.

Criminal Enterprises

Criminal enterprises such as illegal marijuana cultivation and butane honey oil extraction pose a significant threat to health, the environment, and property. Marijuana grow operations in far northern California routinely use large quantities of chemicals, including pesticides banned in the U.S. for many years. Other hazards include propane and diesel fuel. Additional information is provided in **Appendix R**.

Clandestine dumping is the criminal act of disposing of toxic materials and wastes from these activities on public or private property. In many instances these wastes are dumped along roadways or in remote areas, or simply left behind when a site is abandoned. These wastes pose a serious health threat to the unsuspecting person who might stumble upon a site.

In many cases, hazardous chemicals are simply left behind when a site is abandoned. Even when a site is raided by law enforcement and the crop or finished product is eradicated, hazardous materials and contaminated soil, water, and trash may be left behind.

Illegal Disposal Hazardous wastes (e.g., used motor oil, solvents, paint, or asbestos) is occasionally dumped in remote areas of the county or along roadways. Similar to wastes from criminal enterprises described above, illegally dumped hazardous wastes pose a threat to human health, the environment, and property. These hazards can persist in the environment for many years, and sometimes find their way into surface and subsurface water.

Criminal and Terrorist Activities Terrorism remains a threat in any community. Even before an attack, activities may include the collection or manufacture of components for the creation of chemical, biological, radiological/nuclear, or explosive/incendiary devices. By far the most common of these are explosives, including “homemade” explosive compounds and improvised explosive devices.

Many of the same hazards may be present in the preparation or execution of a criminal act which may not fit the definition of terrorism. The hazards may be identical, and response measures should reflect that.

It is noteworthy that rural and remote areas are considered ideal for those planning an act, stockpiling supplies, or constructing and testing devices.

Radioactive Materials Small quantities of radioactive materials are routinely transported by road through the County to medical facilities and for use in construction.

Hospitals, Care Facilities, Schools and Child Care Centers Banner Lassen Medical Center is a 25-bed critical access hospital. Emergency services are provided at the Basic level, with a physician on duty 24 hours daily. A helipad is located on site.

Lassen County Health and Social Services is the designated County department responsible for the care and shelter of disaster evacuees and the primary county agency for county and operational area care and shelter activities.

Lassen County Office of Education (LCOE) has a list of schools and child care centers for the operational area.

E. TRAINING

**1. Training
Overview
and
Responsi-
bilities**

State and Federal regulations require completion of hazardous materials response training for all employees “engaged in emergency response no matter where it occurs” (Title 8, California Code of Regulations 5192(q)). This is considered to apply to field responders in fire rescue, law enforcement, emergency medical services, and any other emergency service. There is no exemption for volunteers.

Under those regulations, each individual agency or department is responsible for the training of its own personnel for responding to hazardous material emergencies. Initial training shall be consistent with the provisions of 29 CFR 1910.120 and CCR Title 8 Section 5192(q), and Cal/OSHA Title 8, CCR Subchapter 7, Section 5192. Training shall be consistent with the employee’s job description and likelihood of encountering or responding to a hazardous material incident.

California regulations also require that emergency responders “shall receive annual refresher training of sufficient content and duration to maintain their competencies, or shall demonstrate competency in those areas at least yearly” 8 CCR 5192(q)(8)(A).

Details are provided in **Appendix H**.

In addition, all personnel with a direct role in emergency preparedness, response and incident management must complete National Incident Management System (NIMS) and/or California Standardized Emergency Management System (SEMS) courses. At a minimum, emergency response personnel at the responder level and personnel at the managerial and executive level must complete NIMS 100 (An Introduction to the Incident Command System) and NIMS 700 (National Incident Management System Introduction).

Agencies and departments having assigned responsibilities under this Plan must ensure their personnel are properly trained to carry out the assigned responsibilities.

Susanville Fire Department and Shasta Cascade Hazardous Materials Response Team members are trained to the Hazardous Materials Technician Level (160 hrs) or Hazardous Material Specialist level (240 hrs). To be eligible to be on the HazMat Team, personnel must meet a specified number of training hours which includes attendance at drills or outside training. An annual physical and respirator fit testing are also conducted for HazMat Team members.

Details of NIMS courses and goals and objectives can be found on the FEMA website: <https://training.fema.gov/nims/>.

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2. **Federal Homeland Security Homeland Security Exercise and Evaluation Program** Maintained by the U.S. Department of Homeland Security, the Homeland Security Exercise and Evaluation Program (HSEEP) provides a standard for all exercises. It provides a standardized policy, methodology, and terminology for exercise design, development, conduct, evaluation, and improvement planning. It integrates and concepts from the National Response Framework and the National Incident Management System. Some Federal grants require HSEEP compliance for exercises conducted with their funds or using their resources.
-
3. **Levels of Training** The full text of Title 8 CCR 5192(q) is provided in **Appendix H**. California law meets or exceeds Federal (29 CFR 1910.120).
- All employees “engaged in emergency response no matter where it occurs” are required to be trained at the following levels as specified in 29 CFR 1910.120 and CCR Title 8 Section 5192(q).
- First Responder Awareness (FRA) Level:** (No minimum hours under regulations): Individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release. (8 CCR 5192 (q)(6)(A))
- This training is recommended for employees such as public transit and school bus drivers, and others who spend significant time on roads or other high risk locations.
- Note: Because public safety responders have a duty to respond and perform to protect nearby persons, environment, or property, this level of training is generally not considered to meet requirements.
- First Responder Operations (FRO) Level** (8 hours minimum): Individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures. (8 CCR 5192 (q)(6)(B))
- Note: FRO is generally considered the acceptable minimum training for public safety/emergency services responders.
- First Responder — Decontamination:** Individuals who respond to releases or potential releases of hazardous substances for the purpose of participating on decontamination team within the decontamination unit. They are trained to identify ways that personnel, apparatus and equipment become contaminated, prevent the spread of contamination through decontamination measures, and initiate emergency decontamination procedures at hazardous materials incidents.
-

Hazardous Materials Technician: Hazardous materials technicians are individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release. They assume a more aggressive role than a first responder at the operations Level in that they will approach the point of release in order to plug, patch, or otherwise stop the release of a hazardous substance. (8 CCR 5192 (q)(6)(C))

Hazardous Materials Specialist: Hazardous Materials Specialist: Hazardous materials specialists are individuals who respond with and provide support to hazardous materials technicians. Their duties parallel those of the hazardous materials technician, however, those duties require a more directed or specific knowledge of the various substances they may be called upon to contain. The hazardous materials specialist would also act as the site liaison with Federal, state, local, and other government authorities in regards to site activities. (8 CCR 5192 (q)(6)(D))

Incident Commander/On-Scene Manager: Incident commanders, who will assume control of the incident scene beyond the first responder awareness level. (8 CCR 5192 (q)(6)(E))

Health and Safety Training for Hazardous Waste Workers (HAZWOPER): Individuals who may be responsible for cleanup or oversight of hazardous waste sites or releases as well as workers, such as the Environmental Health Department personnel responding to emergencies involving hazardous materials, such as spills.

Refresher Training: Those employees who are trained in accordance with this section shall receive annual refresher training of sufficient content and duration to maintain their competencies, or shall demonstrate competency in those areas at least yearly. (8 CCR 5192 (q)(8)(A))

A statement shall be made of the training or competency; and if a statement of competency is made, the employer shall keep a record of the methodology used to demonstrate competency. (8 CCR 5192 (q)(8)(B))

Trainers: Trainers who teach any of the above training subjects shall have satisfactorily completed a training course for teaching the subjects they are expected to teach, such as the courses offered by the California Specialized Training Institute, the California State Fire Marshal's Office, the University of California, or the U. S. National Fire Academy; or they shall have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach. (8 CCR 5192 (q)(7))

4. **Training for Support Personnel at Hazardous Materials Incidents** Skilled support personnel as defined in Title 8 CCR Section 5192(q)(4) are not required to meet specialized training requirements as emergency responders. These support personnel include, but are not limited to, individuals skilled in the operation of certain equipment, such as mechanized earth moving or digging equipment or crane and hoisting equipment. They are personnel who are needed temporarily to perform immediate emergency support work at an incident and may be exposed to the hazards at an emergency scene. Public Works employees may fall into this category.

However, these personnel will be given an initial briefing at the incident site prior to their participation in any emergency response. The initial briefing will include instruction in the wearing of any appropriate personal protective equipment, any chemical hazards involved, and what duties they are to perform.

5. **Training Documentation** Individual agencies are responsible for maintaining all training records associated with their employees.

6. **Drills and Exercises** Training exercises incorporating elements of this Area Plan will be conducted on an available basis, and coordinated by the Lassen County Department of Health and Social Services, Susanville Fire Department, SCHMRT, and/or other entities. These exercises may be tabletop, functional or full-scale field in nature. Twice a year a tabletop (discussion based) and a functional exercise is recommended to be Homeland Security Exercise Evaluation Program (HSEEP) compliant. Participants may include response agencies, support agencies, and/or organizations that have responsibilities under this Area Plan and any voluntary business representatives.

Exercises should emphasize the following elements of a hazardous material incident response:

- Emergency procedures for response to a release or threatened release of a hazardous material, including mandatory notification requirements.
- Health and safety procedures for response personnel, including those procedures required for approach, recognition, evaluation, monitoring, and decontamination.
- Use of emergency response equipment and supplies.
- Procedures for access to mutual aid resources.
- Evacuation plans and procedures, including procedures for notifying the public during emergencies.
- Monitoring and decontamination procedures for emergency response personnel and equipment.
- Psychological stress that may be encountered during operations.

F. NOTIFICATION AND REPORTING

- | | |
|---|---|
| 1. California
Office of
Emergency
Services (Cal
OES) Spill/
Release
Guidelines | <p>All significant releases or threatened releases of a hazardous material, including oil and radioactive materials require <i>immediate</i> verbal notification.</p> <p>Notification must be made to the Cal OES State Warning Center for the following:</p> <ul style="list-style-type: none"> • Discharges or threatened discharges of oil in marine waters • Any spill or other release of one barrel (42 gallons) or more of petroleum products at a tank facility • Discharges of any hazardous substances or sewage, into or on any waters of the state • Discharges that may threaten or impact water quality • Any found or lost radioactive materials • Discharges of oil or petroleum products, into or on any waters of the state • Hazardous Liquid Pipeline releases and every rupture, explosion or fire involving a pipeline • Any spill deemed to be significant by regulation |
| <hr/> 2. Notification
Information
Needed | <p>If there is a potential or actual hazardous materials release, the following information must be reported:</p> <ul style="list-style-type: none"> • Identity of caller • Location, date and time of spill, release, or threatened release • Location of threatened or involved waterway or storm drains • Substance, quantity involved, and isotope if necessary • Chemical name (if known, it should be reported if the chemical is extremely hazardous) • Description of what happened |
| <hr/> 3. Dispatch
Procedures
(Law and
Non-Law) | <p>In Lassen County, the initial notification of a hazardous material incident will usually be made via 9-1-1 to the Sheriff's Public Safety Dispatch Center or the California Highway Patrol (CHP) depending on the location of the emergency and the source of the call.</p> <p>Calls for fire and HazMat emergencies are transferred to the Susanville Interagency Fire Center for dispatch, call following, and coordination.</p> |
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4. Agencies to be Notified

The California Governor’s Office of Emergency Services Warning Center must be notified of a hazardous materials incident. The Warning Center will issue a control number for the incident and will in turn notify other state agencies (if necessary) of the incident.

At a minimum, significant spills and releases must be reported to:

9-1-1/Lassen Co. Dispatch	(530) 257-6121
Lassen Co. CUPA	(530) 251.8528
California OES Warning Center	(800) 852.7550

Cal OES has prepared a Release Notification Matrix which provides information on the additional agencies to be notified for oil and hazardous materials spills, the criteria on when spills should be reported, phone numbers and the legal authority reference for the notification requirement. It is provided in **Appendix J**

5. Incident Command Responsibility

Incident Command will initially be assumed by the most qualified responder on the first arriving emergency unit. The function may then be transferred as more qualified personnel arrive.

Ultimate Incident Commander authority will lie with the agency with primary investigative authority. In the event of incidents affecting waterways, the California Department of Fish and Wildlife may serve in a Unified Command structure.

Unified Command may be formed where multiple jurisdictions have authority or vested interest for an incident.

A Responsibility Matrix, **Appendix I**, has been developed to assist the in determining the functional responsibilities of various agencies during an incident. A detailed description of the roles and responsibilities of local, state and federal response agencies is provided in Part 3 of this document including roles in a pesticide drift exposure incident.

6. Informing Medical and Health Facilities of the Nature of the Incident and the Substances Involved

Medical facilities must be notified promptly when an incident may result in exposures or contaminated people, whether or not they may be transported by EMS. Early notification is essential to allow facilities to prepare for patients who may arrive unannounced.

The IC is responsible for notifying medical facilities of any exposure or possible exposure to hazardous substance(s). This process occurs locally through notification of Banner Lassen Medical Center, which may then notify other hospitals or other locations where patients may arrive.

In addition, Lassen County Health and Social Services and the Medical Health Operational Area Coordinator may need to be advised, depending on the nature of the incident and exposure. Exposure information may need to be provided to referral hospitals such as trauma and burn centers.

7. Written Follow-Up Notice A business is required to prepare a written follow-up notice (within 30 days of the release) if a release of an extremely hazardous substance (40 CFR, Part 355, Appendix A) or hazardous substance (40CFR, Chapter 1, Subchapter J, Section 302.4) exceeds the Federal Reporting Quantity. Section 2705 of Title 19, CCR details the format for the notice and where the notice should be sent.

The blank follow-up notice can be obtained at the following website:
<http://www.caloes.ca.gov/FireRescueSite/Documents/304%20-%20Written%20Report%20Form.pdf>

8. Response Agency Notification Requirements Although the bulk of the responsibility for notification lies with the responsible party, e.g. property owner or transporter, responding agencies must also make the appropriate notifications as follows:

- Any local or state agency responding to an oil spill must notify the Cal OES Warning Center (CGC 8670.26) - (800) 852-7550.
- Any emergency rescue personnel responding to a hazardous substances spill within one-half mile of a school must notify the superintendent of the affected school district (H&SC 25507.10).
- Any designated government employee (defined in GC82019) must report any hazardous waste discharge which is likely to cause substantial injury to the public health or safety that they become aware of within their jurisdictional boundary to the local health department or board of supervisors (H&SC 25180.7) within seventy-two hours.

The IC is responsible for ensuring the required notifications are made. The IC may request Dispatch to contact the required agencies. **Appendix K** provides phone numbers for these agencies and other resources such as cleanup contractors and disposal facilities.

Fire Departments are required to report incidents on electronic forms such as the National Fire Incident Response System (NFIRS).

G. CONCEPT OF OPERATIONS

-
1. **Standardized Emergency Management System (SEMS), National Incident Management System (NIMS) and the Incident Command System (ICS)**
- State and Federal law requires the use of the Incident Command System (ICS) for managing response to all hazardous materials emergencies. NIMS establishes standardized incident management processes, protocols, and procedures that all responders – Federal, State, and local – use to coordinate and conduct response actions. The California version, known as SEMS, the Standardized Emergency Management System has been integrated with the NIMS and provides a statewide consistency on principles and methods of emergency response in California. The Incident Command System (ICS) operates under SEMS and is an efficient tool for responding to all types of incidents. All local fire departments use the ICS when responding to incidents. Under the ICS structure, the IC has the primary responsibility and the authority to activate a response consistent with the Area Plan.
-
2. **Incident Command System**
- The five functions of the ICS organization are management (command), operations, planning and intelligence (information), logistics and finance and administration. Lassen County's Emergency Operations Plan (EOP) provides a detailed description of SEMS and the Incident Command System. Please refer to the EOP for an in-depth discussion of these topics. A brief description of the roles of the command staff positions of the standardized ICS system follows:
- Incident Command** – The IC or Unified IC has overall management, coordination and responsibility over a hazardous material incident, including a Weapons of Mass Destruction event. The IC is responsible for evaluating needs, identifying resources and procuring resources to abate the incident, protect life, environment and property.
- Liaison** – The Liaison Officer is the point of contact for representatives from other agencies.
- Public Information Officer** - The Public Information Officer (PIO) is responsible for developing accurate and complete information regarding the incident cause, size, current situation, resources committed, and other matters of general interest.
- The PIO will be the point of contact for the media and other government agencies desiring information about the incident. In both Single and Unified Command structures, only one PIO is designated, although assistants from other agencies or departments may be appointed.
- Safety Officer** - The Safety Officer is responsible for assessing hazardous or unsafe situations and developing measures to ensure the safety of incident personnel. They have the authority to alter, suspend, or terminate any activities, which involve an Immediately Dangerous to Life and Health (IDLH) condition or an imminent danger condition. The Safety Officer will immediately inform the IC of actions needed to lessen the hazards involved.

In a multi-activity incident, the HazMat Safety Officer does not act as Safety Officer for the overall incident. The Safety Officer within the command staff serves that function. Preparing the Site Safety Plan is an important role of this position. 29 CFR 1910.120 requires that a Safety Officer be appointed by the Incident Commander in all hazardous materials incidents.

General Staff:

Operations Chief – The Operations Chief is responsible for managing operations to control the incident. The Operations Chief will provide resources to assist in securing and maintaining immediate control of the incident until the situation has been stabilized.

The Operations Chief shall be responsible for directing rescue and first aid; fire suppression activities; containment, cleanup, personnel protection, safety, and coordinating incident efforts with the IC.

Planning/Intelligence - The Planning Section Chief is responsible for collecting, evaluating, and disseminating information about the development of the incident and the status of resources. This person prepares the Incident Action Plan outlining objectives, strategy, organization, and resources necessary to effectively mitigate an incident.

Logistics - The Logistics Section is responsible for providing all support needs to an incident, including ordering all resources from off-site locations. They also provide facilities, transportation, supplies, equipment maintenance and fueling, feeding, communications, and medical services.

The Medical Unit Leader comes under Logistics and is responsible for providing all medical care for incident personnel and victims, responding to requests for medical aid, medical transportation and medical supplies. They prepare the Medical Plan, declare a medical emergency and prepare procedures for major medical emergency.

Finance/Administration - The Finance Section is responsible for all financial and cost analysis aspects of an incident (usually only established on large and complex incidents).

3. Hazardous Materials Group Positions

The FIREScope (FIrefighting RESources of California Organized for Potential Emergencies) Hazardous Materials Module to the Incident Command System provides an organizational structure for responding to hazardous materials incidents. The primary functions are directed by the Hazardous Materials Group Supervisor.

Reporting to the Hazardous Materials Group Supervisor are six positions including Site Access Control Leader, Decontamination Team Leader, Safe Refuge Area Manager, Entry Team Leader, Assistant Safety Officer-Hazardous Materials and Technical Specialist-Hazardous Materials Reference. A brief description of the responsibilities of these positions follows:

Site Access Control Leader is responsible for managing and tracking personnel movement and equipment used in the Control Zones. The Site Access Leader ensures that contaminants are controlled and records are maintained.

Decontamination Team Leader is responsible for managing decontamination operations.

Safe Refuge Manager is responsible for evaluating and prioritizing victims for treatment, collecting information from the victims, and preventing the spread of contamination by these victims.

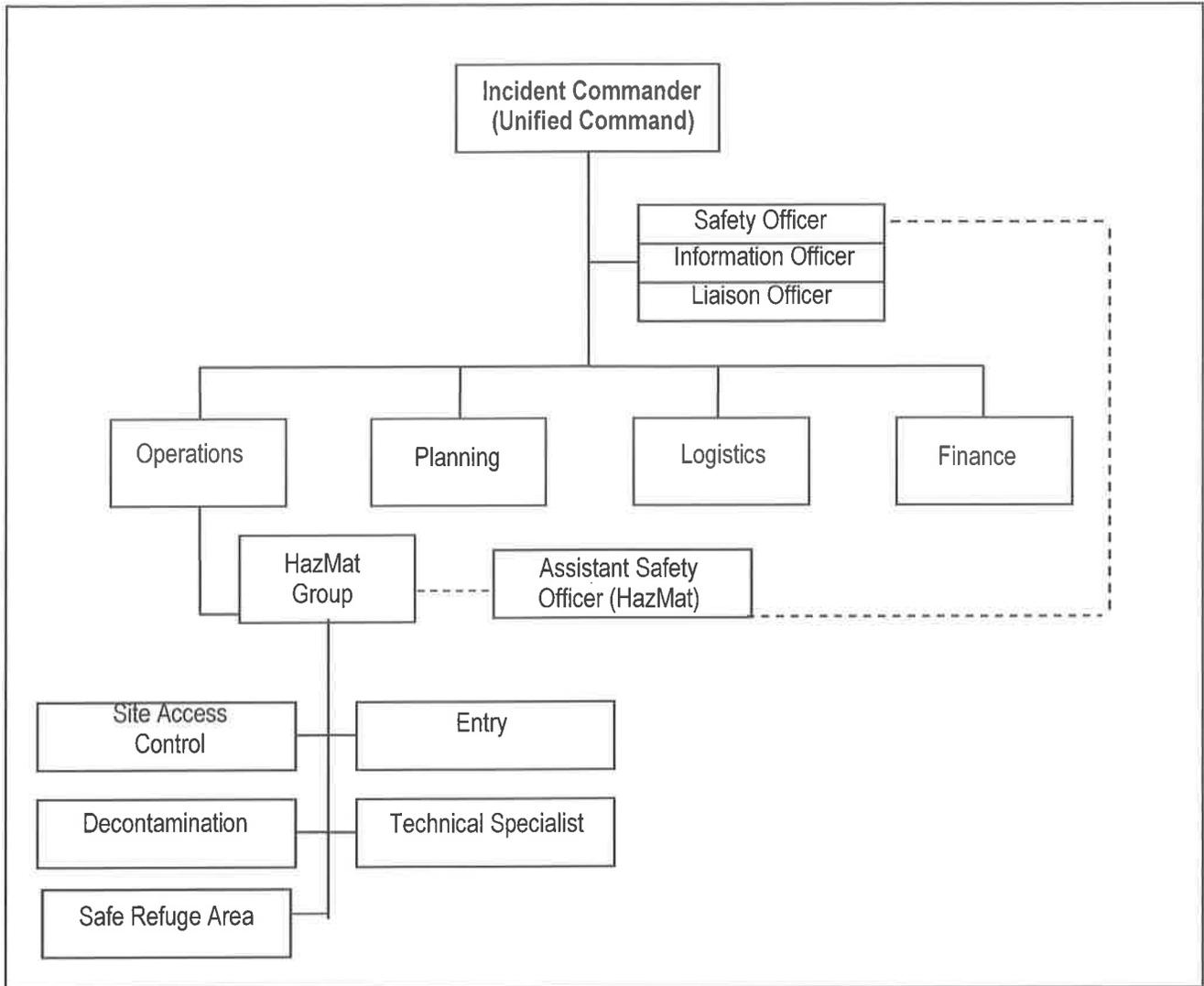
Entry Team Leader is responsible for managing the entry team operations within the Exclusion or “Hot” zone. This includes rescue, materials identification, containment and control of the release.

Assistant Safety Officer–Hazardous Materials reports to the Incident Safety Officer and coordinates with the Hazardous Materials Group supervisor and provides advice on all aspects of health and safety and has the authority to stop or prevent all unsafe acts. It is mandatory that an Assistant Safety Officer-Hazardous Materials be appointed at all hazardous materials incidents.

Technical Specialist-Hazardous Materials Reference provides technical information and assistance to the Hazardous Materials Group Supervisor. Reference sources such as computer databases, technical journals, CHEMTREC, and phone contact with facility representatives are used.

The Web link for ICS Forms and Checklists is:

<http://www.firescope.org/ics-forms.htm>



Basic Incident Command Structure

H. EMERGENCY RESPONSE PROCEDURES

1. **Approach, Recognition, and Evaluation of Hazardous Materials Releases**

The most qualified responder on the emergency unit arriving first at an incident will act as the Incident Commander (IC) until relieved by a more qualified representative or one with appropriate IC authority.

First responders are to respond defensively. Tasks undertaken are incident specific and based on protecting life, the environment and property. Tasks may include the following:

- Approaching cautiously and when possible from upwind, uphill, and upstream of a hazardous material release.
- Isolating the scene and denying entry by establishing zones.
- Identifying the product, if it can be done safely.
- Establishing a Command Post in the support zone using the incident command system.
- Notifying appropriate agencies and requesting needed resources.
- Rescuing victims, if it can be done safely with available PPE.
- Provide emergency medical care, including decontamination.
- Determine need for and conduct protective actions (evacuation or sheltering in place).

(Source: California Hazardous Material Incident Tool Kit (updated 2014))

2. **Site Control and Perimeter Security**

Responders must control entry and exit points at the incident site to limit the spread of and exposure to released materials. The law enforcement agency having traffic investigative authority has the responsibility for perimeter security and traffic control. Perimeter security should be initiated as soon as possible to minimize contamination of citizens and to eliminate interference to response operations.

Site Access Control is typically established by setting up control lines with barrier tape and establishing Control Zones. In rural and remote areas, access controls might be implemented where structures or natural barriers make them more effective, e.g. fences, terrain, or watercourses.

The Hazardous Materials Team uses standardized procedures on arrival, assessment and site control and establishing Control Zones such as the Exclusion (Hot) Zone, the Contamination Reduction (Warm) Zone, the Support (Cold) Zone, and the Outer Perimeter.

3. Recognition

Recognizing the type and degree of hazard present is one of the first steps after arriving at an incident. Among the sources of hazardous material identification are:

- Placards
- Shipping manifests
- Visual observation
- Package labels and pesticide application signs
- Container shapes, sizes and/or color pesticide application equipment, tarped fields, and other evidence of pesticide application nearby
- Information from drivers, shippers, operators, and/or witnesses
- Observing the signs and symptoms of possible toxic exposure in potential victims.
- CHEMTREC - Chemical Transportation Emergency Center provides two types of assistance during a hazardous material incident:
 - Relays information regarding the specific chemical
 - Will contact manufacturer or other expert for additional information or on-site assistance.

The IC may use the above resources and others to identify the substance involved (if the identification can be done safely i.e. from a safe distance). A Type II Hazardous Materials Response Team may be contacted to provide technical information, conduct sample retrieval, material identification and/or categorization if necessary. If the incident requires additional personnel or equipment, the IC may exercise any Lassen County Mutual Aid agreement or the State Master Mutual Aid Agreement.

Other resources for obtaining chemical, toxicological and health hazard information are found in **Appendix K**.

4. Pesticide Drift Protocols

The pesticide drift law, SB 391, provides pesticide regulations and Area Plan regulations. The law places the financial burden on those businesses responsible for acute medical costs. It increases penalties the Department of Pesticide Regulations (DPR) and County Agricultural Commissioner can impose for pesticide violations. This law only applies to incidents in which pesticides were used in production of an agricultural commodity. Furthermore, the medical payment provisions are limited to persons who, at the time of exposure, were **not** performing work as an employee.

The law requires that pesticide drift protocols be incorporated into Hazardous Materials Area Plans. Lassen County Pesticide Drift Protocols are provided in **Appendix T**.

Part II of this document details the roles and responsibilities of various County Departments and Agencies. The additional roles and responsibilities related to these pesticide drift protocols are included in that Section.

5. Levels of Response

Hazardous materials incidents are categorized as Level 1, 2, or 3, based on the severity of the incident. The criteria used to determine the level of an incident include:

- Characteristics of the hazardous material
- Nature of its release
- Area affected by the hazardous materials incident (e.g., sensitive ecosystems, populations, waterways, transportation routes, etc.)
- Extent of multi-agency and multi-jurisdictional involvement
- Evacuations, injuries, or fatalities
- Technical expertise and equipment needed to safely mitigate the incident

The determination of incident levels shall be made by the IC or unified command.

In ascending order of severity, these levels are defined below.

Level 1 Incident

A minor situation within the capabilities of first responders trained at the "operational" level. A Level 1 incident involves a release, or possible release, of a small amount of liquid or solid of a known (identified) hazardous material. The agencies on-scene must have the expertise and proper equipment to safely mitigate the incident.

- a. Basic hazard and risk assessment is performed for Level 1 releases and fire crews respond as appropriate.
- b. An incident should be immediately upgraded to Level 2 for a release or potential release of an unknown hazardous material or suspected hazardous material.
- c. Typical Level 1 incidents include:
 - Minor leaks or spills from a 55-gallon drum.
 - Minor leaks or spills which can be handled with absorbent.
 - Minor leaks or spills within the capability of a driver or operator to correct and mitigate.
 - Leaking valves on upright cargo tanks that do not require the product to be immediately off-loaded.
 - Release of chemicals which do not produce an environment which is immediately dangerous to life and health (IDLH) or above 10% of the Lower Explosion Limit (LEL) of a product, other than possibly inside the transport vehicle.
 - Leaks or spills of paint or batteries.
 - Overturned, empty cargo tanks which the IC determines to present no other hazards.
 - Evacuations limited to a single intersection or building.
 - Minor injuries to a small number of people and no fatalities.
 - (10) Pesticide drift incidents involving one or several people.

Level 2 Incident

Any incident beyond the capabilities of an agency with jurisdictional responsibility for the incident that requires response by a HazMat Team or other hazardous materials resources as appropriate. This can range from a small incident involving any amount of an unknown substance to a large incident involving multiple agencies and jurisdictions.

As a minimum, a Command Post and exclusion zone should be established for a Level 2 incident, and movement of personnel into the Hot Zone should be limited to personnel entering for a specific reason wearing the proper level of protective equipment.

- a. A Level 2 incident will be declared by the IC if the incident involves a sufficient quantity of liquid or solid of a known hazardous substance or any quantity of an unknown material that has been released or offers the potential for release.
- b. A Level 2 incident will be declared for the release of any quantity of a known solid or liquid toxic material in a critical public area or for the release or potential release of any quantity of an unknown solid, liquid, or gaseous toxic material or suspected toxic material.
- c. In a Level 2 incident, a formal and properly identified Command Post with a removed staging area, an Incident Safety Officer and a Hazardous Materials Group must be established. Control Zones must be established and maintained as early as possible, evaluated and monitored throughout the incident. Localized evacuation may need to be implemented and outside agencies should be notified.
- d. Typical Level 2 incidents include:
 - One or more 55-gallon drums leaking large quantities of a known substance
 - A major liquefied petroleum gas leak due to puncture, crack, or crease of a large tank where ignition sources are a real threat
 - Overturned cargo tanks with a hazardous material on board
 - Train derailment not involving railroad tank cars filled with hazardous materials
 - A vehicle or train fire involving hazardous materials or wastes
 - Leaking cargo tank with hazardous materials on board whose structural integrity is in question
 - Incident involving a fatality or serious injury attributed to the hazardous substance
 - Evacuation consisting of an apartment complex, city block, or large facility with many employees
 - A large spill of flammable liquids where ignition sources pose a serious threat
 - A fire that poses a serious threat of a boiling liquid expanding vapor explosion (BLEVE)
 - A pesticide drift incident in which multiple victims are exposed

Level 3 Incident

Any incident beyond the capabilities of the HazMat Team and local resources. The incident may be quite lengthy in duration and may necessitate large-scale evacuations.

- a. Level 3 incidents will involve multiple agencies and jurisdictions, as well as resources from the private sector (including chemical manufacturers) and volunteer organizations.
- b. Examples of Level 3 incidents include:
 - Incidents involving large-scale evacuations that may extend beyond jurisdictional boundaries
 - Any, leak, or fire involving hazardous materials that has gone to greater alarms
 - Any incident beyond local capabilities and resources (including the HazMat Team) to safely identify, contain, and mitigate
 - Train derailments involving railroad tank cars containing hazardous materials
 - Flammable liquid or gas cargo tank or railroad tank cars involved in or threatened by fire
 - Major leaks of compressed or liquefied gas cargo tanks or railroad tank cars caused by puncture of major structural damage
 - A major pesticide drift incident affecting a large geographical area involving large-scale exposures and evacuations

**6. Hazardous
Materials
Incident
Control
Zones**

Control Zones are the geographical areas within the control lines set up at a hazardous material incident. The three most commonly used and recognized are:

- Hot Zone (Exclusion Zone)
- Warm Zone (Contamination Reduction Zone)
- Cold Zone (Support Zone)

Control Zones are established to:

- Secure the scene
- Control the spread of contamination from a hazardous materials release
- Ensure the safety and requisite control of emergency services personnel and operations
- Prevent personnel, vehicles, and other resources from entering a potentially hazardous area

The size and configuration of the Control Zones are not static and must be constantly re-evaluated based on variables such as:

- Physical and chemical properties of the involved hazardous material(s)
- Quantity of the hazardous material(s) involved
- Size, shape and condition of the hazardous material(s) container
- Movement or dispersion pattern of the hazardous material(s)
- Current and anticipated weather and wind conditions
- Geographic features surrounding the incident
- The presence of other nearby hazardous materials

Initial perimeters may be set up by the first responders, but should be re-evaluated by the IC and HazMat Team as soon as possible. Control Zones (Hot, Warm, and Cold Zones) are established by hazardous material technician/specialists.

Control Zones may initially be established based on information contained in the current *DOT Emergency Response Guidebook (ERG)* but should ultimately be established based upon all available technical information (guides and reference) and advice from the HazMat Team.

Control Zones provide an organized system that aids the IC in properly managing and mitigating hazardous material incidents while maximizing protection of emergency response personnel and the public. Control Zones should be established as follows:

Exclusion (Hot) Zone

The Hot Zone is the area immediately around the spill or release of hazardous materials, and where contamination occurs or can occur. It is the innermost of the three zones at a site. Special protection is required for all personnel within this zone.

- The Hot Zone is the area of *maximum hazard* and must be restricted to essential personnel wearing proper protective clothing. Access to the Hot Zone should be controlled by the IC or designee (typically Site Access Control) with entry and exit restricted to specific locations and clearly marked. Only personnel directed by the Hazardous Materials Group Supervisor shall enter the Hot Zone. Command of the Hot Zone shall stay with the Hazardous Materials Group Supervisor throughout the incident.
- Personnel entering the Hot Zone should be kept to the minimum required for the assigned task, but should never be less than two persons (as per 29 CFR 1910.120). Operation in the Hot Zone shall be accomplished using the "buddy system" of two or more operating as a team.
- Exiting the Hot Zone must take place through the Warm Zone/Contamination Reduction Zone. When team members enter the

Hot Zone to conduct stabilization operations, a Backup Team should be suited up and available to immediately assist with rescue and decontamination activities.

- The Safe Refuge Area is set up in the Hot Zone on the upwind side of the hazard site adjacent to the Decontamination Corridor.
- Safe refuge areas are located where further pesticide exposure via inhalation or dermal contact will not occur.
- Operations conducted in the Hot Zone include:
 - Identifying the material(s) involved in the threatened release
 - Conducting rescue, if appropriate
 - Containing and abating the release or threatened release

**Contamination
Reduction
(Warm) Zone**

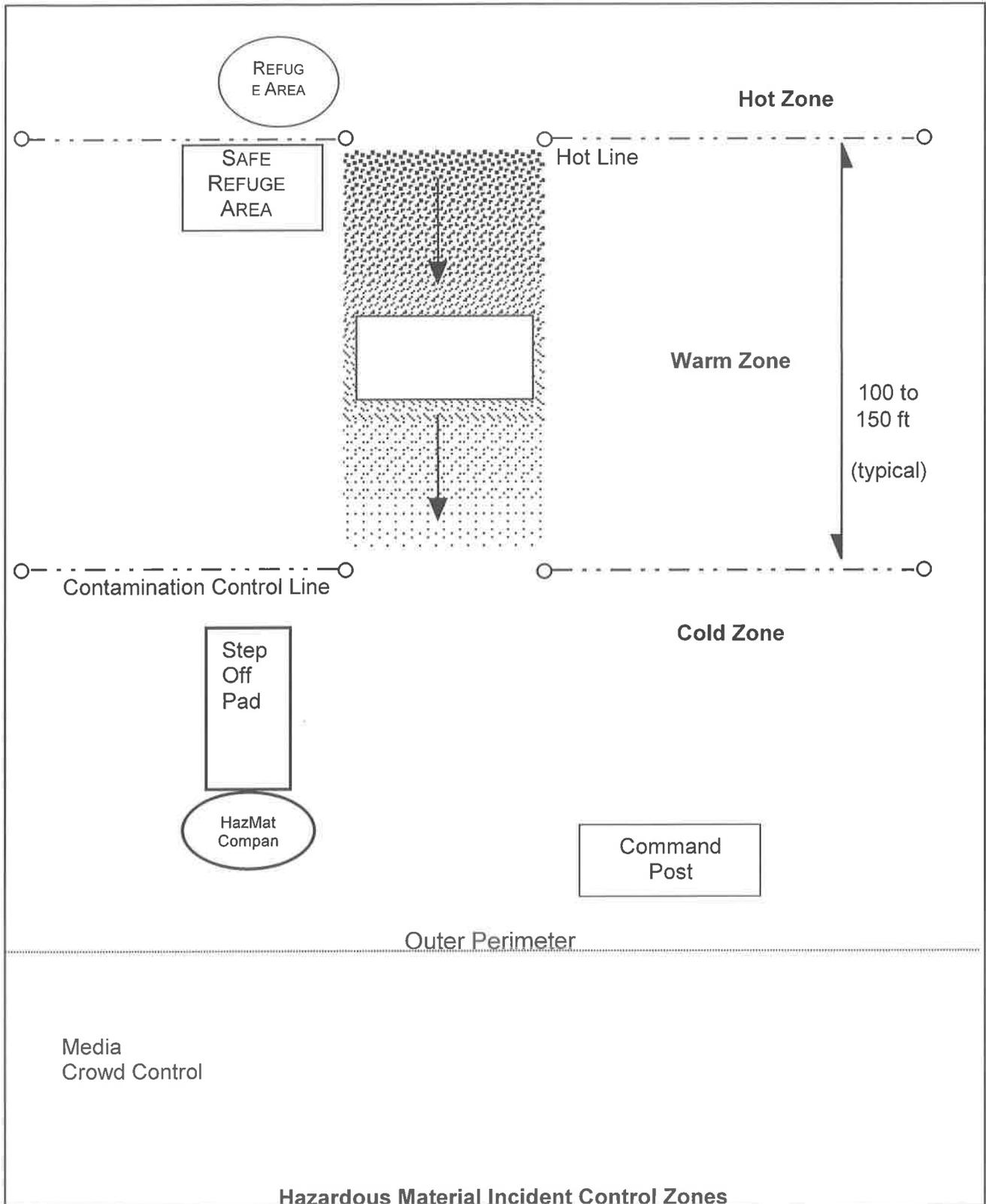
The Warm Zone is the area between the Hot Zone and the Cold Zone, separating the contaminated area from the Cold Zone. This zone contains the personnel decontamination station and requires a lesser degree of personal protection than the Hot Zone.

- Within the Warm Zone, decontamination personnel and equipment are assembled for the decontamination of those working in the Hot Zone. All unauthorized personnel should be excluded from this zone; only essential personnel should remain. As in the Hot Zone, entry into and exit from the Warm Zone should be restricted to specific locations, and clearly marked.
- A Decontamination Corridor should be established within the Warm Zone. The extent of decontamination will be determined by the product(s) involved and the nature and amount of exposure. All personnel exiting the Hot Zone must be properly decontaminated and, when necessary, leave their protective clothing and equipment in the Decontamination Corridor. All equipment removed from the Hot Zone should be decontaminated, packaged, and properly handled or disposed of. Whenever possible, a check will be done (such as checking pH, level of radiation, volatile organic compounds (VOCs), etc.), to verify the effectiveness of the decontamination process. Disposal of equipment will require manifesting the material as hazardous waste and following all applicable standards.
- The outer perimeter of the Warm Zone should be marked with ropes, barricade tape, traffic cones, or other visual indicators. This perimeter is called the Warm Control Line and hazardous materials units will usually be located just outside this line.
- Operations conducted in the Warm Zone include:
 - Decontamination of victims and emergency response personnel
 - Decontamination of equipment.

An escape route from the Hot Zone to the Warm Zone will be identified and kept open for emergency evacuation of personnel and equipment and the removal of injured citizens or personnel.

- Safe (Cold) Zone** **Cold Zone.** The Cold Zone is the safe or "clean" area beyond the outer perimeter of the Contamination Control Line where *personnel and equipment are not expected to become contaminated* and where special protective clothing is not required. Resources immediately supporting the hazardous material emergency operation are located here. The Command Post and media briefing site are located within the Cold Zone.
- Although the Cold Zone is considered safe and the movement of personnel and equipment is unrestricted, with many incidents, it is prudent to keep this area restricted to emergency personnel and to keep the public outside of the Cold Area. These precautions are taken in case conditions change such as an escalation of releases or a change in environmental conditions, wind speed or wind direction.
 - Operations conducted in the Cold Zone include:
 - Providing emergency medical care;
 - Providing an area for resources and staging;
 - Controlling access to all zones;
 - Direction, control, and support of overall emergency operations (e.g., Command Post and scene management); and
 - Conducting media briefings and interviews.
-

Outer Perimeter This is the boundary beyond which public access is limited and the public cannot cross into the Cold Zone.



**7. Evacuation/
Shelter-in-
Place Planning**

The decision to evacuate or shelter-in-place is the responsibility of IC or Unified Command. The need to take some form of protective action is a decision that must be determined quickly and often with a lack of definitive data to assist the decision-makers. The decision to evacuate may be based on the Department of Transportation (DOT) Emergency Response Guidebook, or other guidelines, or in consultation with HazMat technicians, specialists, or subject matter experts.

The IC will consult with the appropriate ICS positions (such as Safety Officer and Technical Specialist), technical references and any agency necessary (such as CHEMTREC, Poison Control and the Office of Environmental Health Hazard Assessment) to obtain information about the health properties of the material. The IC must evaluate area topography, meteorology, hydrology, demography and facility characteristics, including the delineation of potentially impacted areas.

For pesticide drift incidents, the IC, coordinating with responding agencies, must determine the need for on-site or nearby emergency shelter and identify areas of safe refuge where further pesticide exposure via inhalation or dermal contact will not occur, and assist in the coordination of an evacuation, if deemed necessary.

The evacuation warning should include such information as:

- Urgency of the evacuation
- Reason for evacuation
- Type of evacuation (voluntary or mandatory)
- Best available route(s) out of the area
- Location of reception and care facilities, if established
- Anticipated duration of the emergency
- How to obtain evacuation assistance, e.g. for those with access and functional needs
- Where/how to obtain further information

A hazardous materials Incident Action Plan (IAP) should be developed to assist in the decision to shelter-in-place or evacuate and may include the following elements:

- Determination of the necessity for evacuation
- Consideration of sheltering in place
- Centralized coordination of information with law enforcement, fire, health services, medical and other emergency response agencies
- Release of safety information to the public
- Notification of medical and health facilities of the nature of the incident, the substance(s) involved, and numbers of known or anticipated casualties
- Description of hazardous materials involved such as quantity,

physical properties, concentration, vapor pressure, density and potential health effects

- Possible release scenarios
- Facility characteristics, topography, meteorology, and demography of potentially affected areas
- Ingress and egress routes and alternatives
- Location of medical resources trained and equipped for hazardous material response
- Mass-care facilities, reception areas and shelters
- Procedures for post-emergency population recovery

Appendix P contains a checklist to be used to assist in Evacuation/Shelter-in-Place decision making.

8. Shelters

Lassen County Health and Social Services Agency (HSSA) is the designated County agency responsible for the care and shelter of disaster evacuees and the primary county agency for county and operational area care and shelter activities.

Through agreement with the American Red Cross, HSSA will establish and operate shelters for the first 72 hours, after which ARC will assume operation.

9. Personnel Monitoring and Decontamination

Both Type II teams follow standardized procedures on Medical Monitoring and Surveillance based on NFPA 1582, CCR Title 8, industry standards and Lassen County Fire Department Standard Operating Guidelines. Decontamination procedures are based on NFPA 472, CCR Title 8 and Lassen County Fire Department Standard Operating Guidelines.

Recent casualty decontamination guidance has been developed by the US Department of Health and Human Services. A guide to those procedures is provided in **Appendix S**.

10. Containment and Control

When the Susanville Fire Department or SCHMRT Type II team responds to an incident, it has primary responsibility to contain, control and mitigate releases. Contact information for emergency response contractors and private agency resources is included in **Appendix K**.

11. Drug Labs and Illegal Marijuana Grow Locations

Butane Hash Oil (BHO) extraction operations and illegal marijuana grows pose a substantial risk in Lassen County. **Appendix R** provides information to identify and manage risks.

**12. Terrorism/
Bioterrorism/
Criminal Events**

Early in an incident, it may not be clear that it may be a terrorist or criminal act. Once suspected, local law enforcement must be notified immediately.

In any suspected case, responders must exercise extra suspicion and caution. Additional hazards in such cases can include serial destructive devices intended to kill and injure responders and disrupt operations.

Response actions should be planned and executed in ways that don't unduly remove, destroy, or degrade potential evidence.

The Federal Bureau of Investigation exercises command and incident authority over terrorist incidents through the FBI Joint Operations Center.

**13. Transferring
Responsibility for
Site Control**

The IC is responsible for stabilizing and securing the scene to ensure the protection of life safety, property and the environment from hazardous materials releases and threatened releases. When a scene is under control, the IC can terminate on-scene involvement.

Responsibility for declaring the area affected by a hazardous material release as "safe" to re-enter or "clean" from contamination may be a collaborative effort with the Health Officer or his designee, the fire department or other agencies.

The following guidelines can be used to determine when the IC can transfer responsibility for site control or terminate on-scene involvement:

- The release is mitigated and contained. No immediate threat to public safety, property or the environment is present.
- All hazardous materials are secured and under the control of the responsible party or a regulatory or responding agency, have been hauled away by a licensed hazardous waste hauler or are stored in a manner that prevents a continued release.
- Environmental issues (such as spills to a creek, etc.) are under control. Input from the Department of Fish and Wildlife, the Department of Toxic Substances Control or the Regional Water Quality Control Board may be needed to make this evaluation.

The IC should document the name, company/agency, phone number and title of the person that assumes responsibility of the incident, if the incident is on-going and transfer of responsibility is necessary.

14. Clean-Up and Disposal Procedures

Once the basic operational concerns (isolation, identification, and control) have been addressed, the IC can arrange for proper disposal. Alternatives for clean-up and disposal are the following:

- The responsible party will be directed to clean up and properly dispose of the spilled materials. If the property is owned by a public agency, that agency may work directly with the responsible party to ensure proper cleanup and disposal occurs, or the public agency, which has jurisdiction over the property in question, may directly oversee this activity. If the property is privately owned the IC may notify the LCEHD to complete the necessary follow-up activities needed to ensure proper cleanup occurs. The LCEHD may also follow up with public agencies overseeing the clean-up on public land to ensure this is properly completed.
- If no responsible party can be identified, the agency that owns the property or that which has jurisdiction over the property may try to procure state or federal funding for clean-up. If the property is privately owned the LCEHD will follow up with the property owner to ensure proper cleanup occurs and inform them of any state or federal funding that may be available. The next section (*Section D of the Response Section*) provides information on state and federal cleanup funds.
- If an incident occurs on highway (Caltrans right-of-way), the Incident Commander (*e.g.*, the senior CHP officer on-scene) shall direct Caltrans to ensure hazardous material identification, stabilization, clean up, disposal, and/or site restoration is accomplished. Caltrans accomplishes these tasks through standing contracts with private clean-up companies with direct or indirect billing. This does not relieve the responsible party from ultimate financial responsibility. The LCEHD will provide guidance, upon request, to the responsible party or agency to mitigate the hazard and ensure proper clean up. Depending on severity, the LCEHD may perform a site assessment at its own discretion to ensure remediation activities are adequate.
- The responsible party, if identified, has ultimate financial responsibility for all spill response and clean-up costs, including disposal.
- Drug lab and marijuana grow site cleanups will be the responsibility of the property *owner*. If immediate mitigation and cleanup is needed, it is to be coordinated by Department of Justice or local law enforcement personnel. The DTSC may be contacted to employ the services of a specialized drug waste cleanup company. The Lassen County Environmental Health Department will follow the requirements of state law to ensure that the property is remediated to meet the state minimum standards, if contamination is determined to have occurred.

15. Liability and Authorization

It is imperative that responsible parties in hazardous material incidents be identified. The responsible party is liable for the cost of cleanup and recovery operations; they may undertake the cleanup operations themselves if:

- The operation can be done safely
- The responsible party's personnel have appropriate training pursuant to 29 CFR 1910.120
- The cleanup operation can be completed in an acceptable timeframe

The responsible party may request assistance from private cleanup contractors, as long as they meet the criteria set forth above.

For an imminent health or environmental hazard, if no solvent responsible party is immediately identified or if an identified responsible party refuses to take necessary action in response, and alternative state and federal funding sources have been contacted and they also refuse to provide clean up funds, the IC must contact one of the following:

- Within Lassen County jurisdiction, the appropriate county department head, Chief Administrative Office, or other authorized county representative to obtain authorization for expenditures associated with hazardous materials accidental release incidents subject to budget and policy limits adopted by the Board of Supervisors.
- Within incorporated Susanville, contact the City Administrator for authorization to expend the funds for emergency response incidents.
- Within State or Federally owned or controlled lands, contact the State or Federal agency to get authorization to expend funds for emergency incidents.
- Within Susanville Indian Rancheria areas, contact the rancheria's emergency management office for coordination.

**16. Return to
Occupancy -
Health
Determination**

If public health issues are a concern, the Lassen County Health Officer or a designee will work collaboratively with response and support agencies as requested by the IC to make a determination on when to allow individuals to return to an affected area. If an event occurred on private property, the property/business owner is responsible for obtaining a health determination or return to occupancy recommendation from a qualified individual. If the property owner is unknown or if the event is on publicly owned land, the IC may contact the Lassen County Health Officer and Director of Environmental Health to assist in determining the proper course of action. The IC or public agencies responsible for property where an event has occurred may also obtain a return to occupancy recommendation from a qualified individual, which includes, but is not limited to, a Certified Industrial Hygienist.

The California Department of Public Health (CDPH) Division of Environmental and Occupational Disease Control (DEODC) provides consultations on health effects of chemicals; offers fact sheets; provides technical assistance on occupational health and safety issues, including medical guidance and exposures to toxic substances; and conducts health investigations. In some cases, hazardous materials spills may impact soil and/or groundwater and may need additional clean up beyond initial mitigation. The contaminated property must be cleaned up to meet public and environmental health standards. The Lassen County Environmental Health Department, Regional Water Quality Control Board, the Air Resources Board and/or Department of Toxic Substances Control will make these determinations.

I. FUNDING SOURCES - HAZARDOUS MATERIALS RESPONSE

Several state and federal agencies maintain specific funds and/or financing for hazardous material incidents, which may be accessed under specific circumstances. If the responsible party has not been determined or is unable to pay for the response and cleanup costs related to a hazardous materials release incident, the emergency response organizations involved and public agencies that provide funds to cover these costs may make funding requests through the following agencies:

State Government Resources

1. Emergency Reserve Account – Preferred Funding Source

This account is used to fund cleanup and abatement of hazardous material releases that are a threat to public health and safety. Incidents eligible for funding include clandestine dumping, spills and discharges without an identified responsible party, and other actions needed to prevent potential emergencies (*i.e.*, fencing, guard services, sampling or immediate remedial measures for dangerous sites with uncooperative responsible parties). In some instances, emergency response associated with illegal drug lab wastes is fundable. Contractors and expenditures must be approved in advance of funds being spent. The hazardous material must acutely threaten human health and be in a publicly accessible area. Funds may be used for actions such as fencing, sampling, guard services, stabilization, mitigation, transport and disposal. This account may be accessed through the Cal OES Warning Center (800) 852-7550, or by requesting contact with the Cal/EPA on-call Duty Officer (800) 260-3972.

VERIFY: The Lassen County CUPA will serve as the point of contact for requesting funds from the Emergency Reserve Account for incidents in the unincorporated areas of the county. The City of Susanville may serve as the point of contact for requesting funds from the Emergency Reserve Account for incidents within its jurisdiction.

2. Clandestine Drug Lab Clean-up Account

This program provides funds for removal, disposal, or storage of a toxic waste from a laboratory used for the unlawful manufacture of a controlled substance that poses an immediate threat to public health and safety. Generally, this fund is accessible only for a prosecutable case in counties with a population under 1,250,000 and does not cover clean up or disposal of contaminated soils or dwellings. It should, however, be considered as a possible source for other drug lab cleanups. Access to the fund must be made within 24 hours of a seizure of a laboratory. Local law enforcement must contact Cal EPA/DTSC and notify the Duty Officer. The investigative report must accompany the request. To access the fund, the Department of Toxic Substances Control on-call Emergency Response Duty Officer must be notified. The phone number is (800) 260-3972. Information on the applicability and use of the Clandestine Drug Lab Clean-up Account is included in **Appendix Q**.

3. Water Pollution Clean Up and Abatement Account The State Water Resources Control Board administers this fund. It can be used for expenses incurred by public agencies with the authority to clean up and abate waste. Only releases directly impacting or threatening to impact the surface and groundwater are eligible. The CAL OES Warning Center should be contacted to request a SWRCB representative scene.

4. Oil Spill Response Trust Fund This fund provides funds administered by the Office of Spill Prevention and Response (OSPR) for oil spills into any state waters. The fund covers the costs incurred by state and local governments and agencies for response, clean-up, wildlife rehabilitation and emergency loans. This fund can only be authorized by the Administrators of California Department of Fish and Wildlife Office of Spill Prevention and Response. The 24-hour contact for OSPR is through the California Governor’s Office of Emergency Services State Warning Center.

5. Fish and Wildlife Pollution Account This account provides funds administered by the Department of Fish and Wildlife (DFW) for pollution incidents, impacting State wildlife and habitat resources. A DFW representative must be on-site to determine eligibility for the fund. The Cal OES Warning Center should be contacted to request a DFW Warden respond to the scene.

Federal Government Resources

1. Superfund Emergency Response This US Environmental Protection Agency program provides resources to local, state and other federal and tribal agencies. They have 24-hour emergency response capability. The Response Team removal actions typically eliminate sources of contamination and prevent direct exposure of hazardous substances to humans or the environment. Following is a summary of their capabilities:

- Chemical, radiological, biological and terrorism related emergency response actions
- Site characterization
- Emergency cleanups
- Enforcement support (civil)
- Criminal investigation support
- Training support
- Potential responsible party oversight
- Local and state agency technical support

They can be contacted through the National Response Center at or the California Cal OES Warning Center.

2. Local Governments Reimbursement (LGR) Program

The federal government administers the Local Governments Reimbursement (LGR) program that provides funds to eligible local governments incurring temporary emergency response costs. Eligible expenditures include those incurred during response to transportation accidents, illegal disposal, tire fires and clandestine drug labs. A reimbursement application package can be obtained by calling the LGR Helpline Hotline at (800) 431-9209.

Local Resources

Should additional cleanup activities be necessary, and no responsible party is immediately identified, or if an identified responsible party refuses, or is unable to take necessary action, and alternative state and federal funding sources are unavailable, the IC should contact local authorized representative(s) to request funding.

J. EMERGENCY COMMUNICATIONS

1. *Radio Systems and Frequencies*

Public Safety Communications

The SIFC Radio Call Plan and Tactical Interoperable Communications Plan describe the following topics:

- VHF command, tactical, and mutual aid tactical communications
- Communications in Mutual Threat Zones with CALFIRE
- VHF High band (150 MHz) fire and law enforcement agencies
- UHF Medical Net (460 Mhz) ambulances and hospitals
- National and California Statewide 800 MHz Mutual Aid Communications
- National Interoperability Field Operations Guide (NIFOG) frequencies

Effective and robust interoperable communications are essential in all complex emergencies, and all agencies are encouraged to maintain flexible and redundant capabilities for communicating with local and distant resources which may respond to a large incident.

The NIFOG is available here:

<https://www.dhs.gov/sites/default/files/publications/National%20Interoperability%20Field%20Operations%20Guide%20v1%206%201.pdf>

2. *Public Information and Warning Systems*

Several alert-warning systems are available in Lassen County. To activate one or more of these systems, LCSO's Public Safety Dispatch Center or SIFC can be contacted to activate and support these alert systems:

Lassen County CodeRED® mass notification system is a reverse call emergency notification system utilized to inform residents and business owners of local emergencies. Notifications can be made to both landlines and wireless services.

Emergency Alert System (EAS) is used when a life-threatening hazard requires immediate protective action, with participating broadcast stations and cable operators transmitting the emergency alert over their networks. EAS messages may not exceed two minutes and are designed to provide a brief, initial warning to be followed by more detailed information.

National Warning System is a government-to-government warning system that connects the National Warning Center at Colorado Springs to each state and, in turn, to the designated warning points in each county.

Integrated Public Alert Warning System (IPAWS) can also be sent through the Community Notification System. IPWAS works off cell towers. If the circumstances of the emergency meet criteria, an alert can be sent out for a specific area with a duration of time so if anyone drives in the specified area of the incident they will get the alert.

The **California Health Alert Network (CAHAN)** is a web-based system that can distribute public health emergency information via cell phone, email or land-line. Lassen County HSSA Public Health is the designated Lassen County CAHAN Administrator.

The **AT&T Language Line** is available as a mobile application to assist the Incident Commander in communicating with affected individuals in their native language should there be no other emergency responder on-scene who can do so in person.

3. **Amateur Radio**

In addition to public safety radio communications, Lassen County is served by Amateur Radio Emergency Service (ARES) operators who can provide backup two-way voice and data communications on independent systems. They may be used to communicate between facilities and locations when conventional communications systems are inoperable or overwhelmed.

Local operators are equipped to communicate on UHF (60 CM), VHF high (2 meter), and HF bands. A unique capability of HF is long distance communications without intervening repeaters or other technologies.

The auxiliary communications system is activated through SIFC.

4. **Information Release Responsibility**

During a hazardous materials incident, the IC is responsible for disseminating information to the public and the media. The IC will designate a Public Information Officer (PIO) as necessary. The IC/PIO will be responsible for notifying business personnel and the affected public of safety procedures to follow during a hazardous materials release. The IC should move the field PIO responsibility to the Public Information Branch of the EOC Level 1f there is a need for:

- Additional public information resources and/or
- The centralized coordination of incident and threat information

5. **Media (Print and Broadcast)**

Hazardous materials incidents typically gain the media's attention. The Emergency Operations Plan outlines PIO responsibilities for a Countywide disaster. According to ICS protocol, all press releases must be cleared through the IC.

An Emergency Information Checklist, **Appendix O**, provides actions to consider when releasing information to the public and media based on the type of incident (low hazard, high hazard, etc.) It also includes sample news releases and questions that might be asked by the media. (Reference: State HazMat Incident Tool Kit updated 2014).

6. **Social Media**

Social media may be used to disseminate alerts and other information quickly, and to large numbers. Messages must be designed to make clear that they come from an official source, as rumors and false information may be spread through innocent forwarding or deliberate deception. Public Health, the Sheriff's Office and CalFire have active accounts as of summer 2018.

K. SUPPLIES AND EQUIPMENT

- 1. Available Supplies and Equipment** Both Susanville Fire Department and SCHMRT have all of the equipment and supplies necessary to be classified as a Type II HazMat Team. A complete listing of the equipment required of a Type II HazMat company is available here:

www.firescope.org/ics-op-guides-job-aids/hazmat/ics-1120.pdf.

All fire response agencies can provide large volumes of water, and some have limited containment supplies.

Both Lassen County and the City of Susanville's Public Works departments have sand, heavy equipment, and other resources which could be used for hazardous materials spills.

The Environmental Health Department does not have any specialized equipment for responding to a hazardous materials spill.

The California Correctional Facility and Sierra Army Depot have supplies and equipment to support technician/specialist levels of response.

Responder and casualty decontamination equipment and supplies are available at Banner Lassen Medical Center, Lassen County Public Health, and the CalFire station in Westwood.

Limited containment and decontamination supplies are available at Janesville Fire, and possibly other fire agencies.

-
- 2. Testing and Maintenance of Equipment** Equipment is typically maintained by the jurisdiction owning it, however some equipment, e.g. California OES resources, may be maintained in part or in whole by the lending agency.

All other agencies that maintain equipment and supplies that are available for response to a hazardous materials incident are responsible for the testing and maintenance of this equipment. Responding agencies must ensure that there are adequate emergency supplies on hand at all times.

L. DECONTAMINATION FOR PERSONNEL, VICTIMS AND EQUIPMENT

1. *Responder, Victim, and Emergency Decontamination*

Responder Decontamination

Decontamination procedures will be developed and communicated to personnel and implemented before any personnel may enter areas where potential exposure to hazardous substances may occur.

The Decontamination Corridor will be set up once the control zones have been established, the need to make entry has been confirmed, and levels/types of PPE have been identified.

The Decon Corridor shall be in the Warm Zone at the border to the Hot Zone. A tarp shall be laid out and weighted with cones, delineators, or other appropriate means. Any source of potential contamination from runoff will be secured, such as covering storm drains, etc.

All decon solutions, including soap and water, will be thoroughly rinsed from PPE, since the solutions can be damaging if left on PPE. If soap and water are to be used for decon, two pools will be placed on the tarp. Three pools will be required if a separate decon solution is to be used. In all cases, the minimum decon will be soap and water followed by a thorough rinse.

The decon pools should be placed next to each other to allow stepping from one pool to the next without personnel needing to step onto the tarp. The first pool should be for gross decontamination, if needed, otherwise it will contain the soap and water pool. From this pool the personnel will step into a containment bag to remove and contain the PPE for monitoring and further decon. A pair of boots should be available to step into after doffing. When doffing encapsulating suits, the SCBA will remain intact until reaching the Cold Zone.

Any gross contaminants such as exterior gloves and/or booties will be placed into a container prior to stepping into the first decon pool. Tools/monitoring devices used during entry will be placed into a separate container for decontamination.

Once decon of the entry Team has been completed, the Decon Team will decon each other and leave the decon area. NOTE: If the Primary Entry Team is determined to function as a backup Team for the Secondary Entry Team (original Backup Team) then the PPE will not be removed at the completion of decon. In this case, the Primary Entry Team does not enter the Support Zone.

Emergency decontamination, if needed, can be performed quickly to immediately remove contaminants in a situation where life or health is endangered. No pools are required for emergency decon.

Using a boot and/or glove wash can be an appropriate decon if contamination is not present on the Level A or B suit.

All equipment or apparatus that becomes contaminated shall be isolated until decon can be completed.

Victim Decontamination Procedures

All contaminated persons in need of medical treatment will be properly decontaminated prior to being transported to a medical facility.

All persons who are, or could possibly be, contaminated with hazardous materials shall be decontaminated.

- Individuals with suspected exposure, but are *asymptomatic* (not showing any signs of contamination) shall be placed in a Safe Refuge Area (SRA) located outside the hot zone, directly adjacent to the hot zone perimeter.
- Emergency decontamination should be accomplished as soon as possible, prior to the arrival of a technician/specialist. This is a First Responder Operational (FRO) function.
- If possible, move the individual/s to the nearest porous surface before beginning the decontamination procedure. If a porous surface is not available, provisions must be made to contain run off from the decontamination process.
 - Whenever possible, provide for personal modesty prior to beginning the decontamination process. Use salvage covers or emergency blankets to provide screens for modesty purposes.
- Careful removal of contaminated clothing is the most important procedure for victim decon. See **Appendix S** for guidance.
- Make provisions to prevent hypothermia.
- Evacuate decontaminated victims to a hospital without delay.
 - The ambulance crew must be made aware of the individual/s exposure to hazardous materials, the type of material if known, and the decontamination procedure followed.
- In certain instances, mass decontamination may be conducted in order to effectively decontaminate large numbers of people. Mass decontamination operations are personnel intensive and sufficient resources should be ordered as soon as the need for mass decontamination is recognized. Mass decontamination will generally be conducted by Fire Department First Responders trained to the level of FRO-Decon. See **Appendix S** for guidance.

Other considerations include notification of EMS personnel of the materials toxicology as soon as it is available so that proper treatment can be rendered and any other information that may be available to assist EMS personnel.

Post Decontamination Procedures

Wastewater in decon pools will not be disposed of without the jurisdictional Environmental Health Department's authorization.

Secondary decon will occur off-site and includes monitoring and inspecting exposed equipment that has been through primary decon.

- 2. Decontamination of Equipment** Insofar as possible, measures should be taken to prevent contamination of sampling and monitoring equipment. Some contaminated instruments are difficult to clean without damaging them. Any delicate instrument which cannot be decontaminated easily should be protected while it is being used. It should be bagged, and the bag taped and secured around the instrument. Openings are made in the bag for sample intake.

Decontamination Procedures

- Sampling Devices:

Sampling devices may require special cleaning. The EPA Regional Laboratories can provide information on the proper decontamination method.

- Tools:

Wooden tools are difficult to decontaminate because they are porous. They should be kept on site and handled only by protected workers. At the end of the response, wooden tools should be discarded. For decontaminating other tools, EPA Regional Laboratories should be consulted.

- Respirators:

Certain parts of contaminated respirators, such as the harness assembly and leather or cloth components, are difficult to decontaminate. If grossly contaminated, they may have to be discarded. Rubber components can be soaked in soap and water and scrubbed with a brush. Regulators must be maintained according to manufacturer's recommendations. Persons responsible for decontaminating respirators should be thoroughly trained in respirator maintenance.

- Sanitizing of Personnel Protective Equipment

Respirators, reusable protective clothing, and other personal articles not only must be decontaminated before being reused, but also sanitized. The inside of masks and clothing becomes soiled due to exhalation, body oils and perspiration. The manufacturer's instructions should be used to sanitize the respirator mask. If practical, protective clothing should be machine washed after a thorough decontamination; otherwise it must be cleaned by hand.

- Persistent Contamination

In some instances, clothing and equipment will become contaminated with substances that cannot be removed by normal decontamination procedures. As solvent may be used to remove such contamination from equipment, if it does not destroy or degrade the protective material. If persistent contamination is expected, disposable garments should be used. Qualified laboratory personnel must do testing for persistent

M. POST INCIDENT EVALUATION

Post Incident Analysis and Summary Report

A post incident analysis should be conducted for significant incidents that are identified by the IC. The IC should complete or direct completion of a summary of the incident and lessons learned, to be sent to all involved parties. In the event of an incident triggering the activation of the EOC, Lassen County OES may lead the after action review.

The LCEHD/CUPA should be consulted regarding details.

Post incident analysis is also valuable after a drill or exercise, and HSEEP compliant exercises requires both an After Action Report and Corrective Action Plan.

Violations of local and State laws, which are noted during a hazardous materials emergency, are referred to the Environmental Health Department and the District Attorney's office for enforcement action. Cost recovery is pursued either through the District Attorney's Office or the jurisdiction in which the incident occurred.

In some situations, changes to procedures or policy may occur due to a post-incident evaluation. The LCEHD shall be notified of any changes and determine the necessity for revisions in response procedures within the Area Plan, and, if appropriate, will update the Area Plan and distribute modifications.

N. INVESTIGATION AND ENFORCEMENT

Environmental Crimes Prosecution

The ability to successfully prosecute an environmental crime depends upon the prompt investigation of the incident. The IC will contact Lassen County Environmental Health Department and the Sheriff's Office for investigations. Notification and cooperation with other agencies must be included for incidents occurring on, or impacting, lands or waters within their jurisdictions.

Situations where enforcement may be necessary include, in part:

- Failure to correct violations noted during an inspection
- New business non-compliance
- Violations found during a complaint or release investigation
- Violations associated with incomplete or inaccurate reporting
- Negligent, criminal, or terrorist incidents

The Lassen County Environmental Health Department maintains an Inspection and Enforcement Plan that describes the County's inspection and enforcement policies including plan reviews, training, documentation, inspection procedures and enforcement options.

The Enforcement options listed in the Inspection and Enforcement Plan include:

- Notice of Violation
- Summary of Violations
- Notice to Comply
- Re-inspection/Compliance Inspection
- Formal Enforcement
 - Administrative Enforcement Order
 - Red Tag (Underground Storage Tanks)
 - Referral to District Attorney's Office

These options will be evaluated to determine the most appropriate course of action after an environmental crime has occurred as a result of a hazardous materials release or incident or other violation.

Violations of the California Fire Code, California Building Code, California Water Code, Air Pollution or storm water regulations, are reported to the appropriate agency having authority and jurisdiction over that code.

O. COST RECOVERY

Significant costs are often incurred while responding to hazmat incidents. Funding options include:

- Cost recovery from responsible party
- State or Federal agency fund access
- Combination of the above

In accordance with CCR Title 19, HSC, and California Fire Code, agencies responding to a hazardous material emergency, including the HazMat team, are authorized to recover from any person, corporation, partnership, individual, or entity whose negligent actions caused expenses associated with the hazardous material emergency response. The charge levied on an individual is also a charge against an individual's employer if the negligence that caused the incident occurred in the course of an individual's employment.

If a responsible party can be identified and is willing and able to conduct all or a portion of the response and cleanup activities, then they should be directed to do so. Capable responsible parties should contract directly with clean-up companies. If a responsible party cannot be identified, and/or is unwilling or unable to conduct response or cleanup activities, other funding options must be considered. All staff time, materials and third party expenditures must be documented.

In addition to costs associated with response activities, Lassen County Environmental Health Department is entitled to recover costs associated

with the oversight and enforcement of clean-up and remediation operations.

In all jurisdictions, SCHMRT will be responsible for coordinating the cost recovery process for its own resources & activities. Each jurisdiction shall be responsible for its own cost recovery process for non-SCHMRT expenses.

More information on funds for hazardous materials incident recovery and mitigation is available in Part 1, Section I of this plan.

ROLES AND RESPONSIBILITIES OF LOCAL, STATE AND FEDERAL AGENCIES DURING A HAZARDOUS MATERIALS INCIDENT

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Note: State and Federal agency responsibilities are referenced from the CalOES Hazardous Materials Incident Tool Kit, updated 2014– refer to this document for complete capabilities.

A. LOCAL GOVERNMENT

1. Fire Agencies (local government)

- Respond to hazardous material incidents. Initiate and coordinate establishment of incident command, isolation of the hazard area, hazard recognition, assessment, and protective actions at the First Responder Operations level (higher level, if so trained and equipped). Notify proper agencies upon discovery of a potential hazardous material incident.
- Conduct fire control activities.
- Perform containment activities necessary to confine the hazardous material(s) to the immediate area and to prevent further contamination.
- Conduct rescue activities, as appropriate.
- Provide field treatment, field decontamination, and arrange transport for patients with exposure, contamination or other injuries.
- With assisting agencies, coordinate emergency shelter for victims exposed to pesticide drift or other hazardous materials incidents.
- Contact Agricultural Commissioner if the incident is possibly a pesticide incident.
- Act as a liaison with the Health Officer on matters of public health and safety.
- Provide to Emergency Medical Services transport personnel as much information as possible concerning chemical exposure and medical treatment information to be relayed to hospitals. This information, and other information about the incident, as requested, will also be provided to the Public Information Officer, within the limits of individually protected information.

2. Law Enforcement (Lassen County Sheriff's Office, Susanville Police Department)

Overall scene management of hazardous material emergency operations, including incident command, coordination of emergency operations, and utilization of personnel:

- In the absence of local codes, ordinances, or previously written agreements to the contrary, *law enforcement (e.g. Lassen County Sheriff's Office and/or Susanville Police Department)* will assume incident command responsibility for hazardous material incidents occurring within their area of investigative authority.
- **California Highway Patrol** will assume incident command responsibility for all hazardous material incidents occurring on state highways and county roads within the unincorporated areas of Lassen County.
- Assume the role of IC or serve as part of Unified Command.
- Isolate the incident and secure the scene perimeter to prevent unauthorized persons from entering or exiting the incident.
- Initiate actions (evacuation or shelter-in-place) to protect persons immediately threatened by the incident.
- Appoint a Public Information Officer (PIO). During a pesticide drift incident the PIO shall assist in the dissemination of information concerning emergency shelter and medical treatment options, coordinating, as appropriate, with the Health Officer and the Emergency Medical Services agency.

3. Public Works (County and City)

Note: Responsibilities fall within the scope of publicly maintained roadways only within the appropriate jurisdiction.

- If the incident occurs on a County road, the incident commander, (senior CHP officer on scene) shall direct Public Works Department to ensure hazardous material identification, stabilization, clean up, disposal and/or site restoration is accomplished. Clean up includes cleaning up the scene and removing all contaminated materials to an acceptable storage or disposal area or contacting a hazardous waste hauler to dispose of hazardous waste on County roads.
- Provide barricading and traffic control supplies and services as long as the Roads Department personnel are not exposed to the hazardous materials.
- Provide information about county maintained roadways and civil engineering matters.
- Needs to be consulted in the event that alteration to the roadway is required to control or remove hazardous materials.
- Has twenty-four hour per day response capability and all necessary equipment for road repair and maintenance.
- May provide heavy equipment and personnel, as necessary, to mitigate the emergency.
- May assist in damage assessment.

-
4. **Lassen County Agricultural Commissioner**
- The Agricultural Commissioner serves as a subject matter expert on crop enhancement products and their use in the jurisdiction and maintains the County's Pesticide Drift Protocol.
- During a HazMat incident, he or she may be consulted on the properties of agricultural products, symptoms of exposure, and related information. The agricultural commissioner also has responsibility for investigating related releases.
-
5. **Lassen County Air Pollution Control District (LCAPCD)**
- The Lassen County Air Pollution Control District (LCAPCD) is the local air pollution control authority. The agency administers related grant programs, permits and inspects various stationary sources of air pollution, and enforces state, local, and federal air pollution laws and regulations.
- During a hazardous materials incident that may impact air quality, the LCAPCD, in conjunction with the California Air Resources Board, may provide the following:
- Immediately respond to investigate, document and quantify emissions from the incident.
 - Analyze field samples.
 - Provide technical advice on hazardous air emissions.
 - Provide meteorological and wind drift information.
 - Act as liaison to state and federal agencies involved in air pollution control.
-
6. **Lassen County District Attorney (DA)**
- The District Attorney's Office will prosecute environmental crime cases occurring in Lassen County. All such cases should be referred for review and determination whether a misdemeanor or felony. Civil action should be referred to the County Counsel.
- During a hazardous materials incident, the District Attorney's office will:
- Work with state and federal enforcement officials to determine appropriate enforcement response.
 - Consult with investigators and CUPA staff regarding legal issues involved in the investigation of environmental crimes, including evidence collection, evidence preservation, examination and evaluation of evidence, and preparation of search warrants.
 - Assist in formulation and coordination of resources damage assessment as such assessment may relate to the issue of restitution in criminal and quasi-criminal matters.
 - May conduct an independent investigation to determine whether State or local laws have been violated. They may coordinate with the Lassen County Environmental Health Department, as the CUPA, on hazardous waste environmental crime cases or with local law or fire agencies depending on the type of crime.
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7. **Lassen County Office of Emergency Services**
- The Lassen County Office of Emergency Services (OES) is the primary disaster planning and coordination agency. The Director of Emergency Services is on call 24 hours per day and will respond to incidents upon request.
- Coordinate activation of the County Emergency Operations Plan if needed.
 - Assist in obtaining equipment and resources through Cal OES if requested
 - May coordinate after action reviews of major incidents
 - Activate the County Mass Notification System (Code Red)
-
8. **Lassen County Environmental Health Department/ Certified Unified Program Agency (CUPA)**
- Environmental Health/CUPA does not have a response function in Lassen County, but may provide support to field response agencies:
- When requested from the IC, provide information concerning businesses which may use or store hazardous materials.
 - Assist with proper cleanup determination of released materials, upon request, or to ensure proper clean up occurs when directed by public agencies which own the property involved.
 - Coordinate with the District Attorney and prepare environmental crimes cases if applicable.
 - As requested by the IC, act as Technical Reference by providing technical advice on the material released or regulated facility involved.
 - Complete post emergency clean up oversight as necessary.
 - Distribute the Area Plan to appropriate departments/agencies.
 - Oversee cleanup of Clandestine Drug Labs in accordance with state guidelines.
 - Acts as a liaison for the County Health Officer as requested.
-
9. **Lassen County Flood Control District**
- Provide information concerning storm drain pathways and flood control ditches for purposes of control and containment of a spill.
 - Will respond to the scene when requested by the IC to assist in damage assessment and cleanup of flood control ditch or storm drain.
-

**10. Lassen
County
Health and
Social
Services
Agency**

LCHSS has broad authorities and functions, which include services useful during and after a hazardous material emergency.

The Public Health Department has overall responsibility for protecting the population of Lassen County on a day-to-day basis and in a public health emergency—either natural or human-made. It is responsible for managing this response in coordination with the County Office of Emergency Services, law enforcement, local fire departments, other local, state, regional and federal governmental agencies and other local emergency medical and service support organizations.

Upon activation of the Public Health Emergency Response Plan, Health Department personnel will follow an established Incident Command and Unified Command system to accomplish its objectives. In a HazMat incident these may include:

- Immediate activation of the plan upon detection of a suspected event
- Rapid investigation of cases
- Guidance to medical providers and first responders for personal protection and treatment of cases
- Prompt and continuing dissemination of information to the public, response agency personnel, and governing officials
- Coordinate disaster medical operations and casualty care during surge
- Orderly activation and operation of a Government Authorized Alternate Care Site in response to a catastrophic emergency that overwhelms the ability of the healthcare system to admit patients to general acute care hospitals.
- Activating the Crisis and Emergency Risk Communication Plan to:
 - To provide sound and thoughtful information to preserve and protect the public’s health in a crisis or emergency risk situation
 - To provide necessary information to limit ineffective, fear-driven and potentially damaging response to a serious event
 - To establish and maintain confidence in the organization by providing accurate and timely information
 - To protect and preserve the reputation of the Lassen County Health Department and the County of Lassen
 - Be an authoritative, trusted and reliable source of accurate information for key audiences.
 - Speak with a unified voice and provide regular updates.

10. Lassen
County Health
and Social
Services
Agency
(continued)

Health Officer

California Health & Safety Code (HSC) §101080 provides that whenever the local health officer reasonably determines that a release is, or may become, a hazardous waste and is an immediate threat to the public health, or whenever there is an imminent and proximate threat of the introduction of any chemical agent, toxin, or radioactive agent, the local health officer may declare a local health emergency.

HSC §101310 adds that the local health officer shall have supervision and control over all environmental health and sanitation programs and personnel employed by the county during the state of emergency.

Medical/Health Operational Area Coordinator (MHOAC)

The MHOAC Position represents the 24/7/365 single point of contact for the MHOAC program and is responsible for monitoring, ensuring, and procuring medical and health resources during a local emergency or disaster. The MHOAC is authorized to work with the Regional Disaster Medical Health (RDMHC) Program to submit and respond to medical and health requests for resources outside of the Operational Area (OA). In each OA, the county Health Officer and the Local Emergency Medical Services Agency (LEMSA) Administrator may act jointly as the MHOAC, or they may jointly appoint an individual to serve in this role.

This function is fulfilled in Lassen County by the Health Officer and Emergency Preparedness Coordinator. Local Public Health MHOAC functions in a HazMat event typically include:

- Assessment of immediate medical needs
- Coordination of disaster medical and health resources
- Coordination of out-of-hospital medical care providers
- Health surveillance and epidemiological analyses of community health status
- Assurance of food and drinking water safety
- Provision of medical/health public information and protective action recommendations

The MHOAC Program Manual is available online here:

<https://www.cdph.ca.gov/Programs/CCLHO/CDPH%20Document%20Library/MedicalandHealthOperationalAreaCoordinationManual.pdf#search=mhoac%20manual>

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11. **Lassen County Public Safety Dispatch Center**
- Coordinates communications with the Susanville Interagency Fire Communications Center and other dispatch entities.
 - Responsible for notifying and dispatching appropriate personnel to the scene of a hazardous materials incident or emergency.
 - Is the initial message and information relay point between the first responding public safety agencies and all other responding agencies.
 - Maintain documentation outlining County Communications Center established procedures and protocols for hazardous materials incidents including the alert/notification of County, State and federal resources, as appropriate.
 - Dispatch all requests for mutual aid. Requests for fire or law mutual aid are already contained within mutual aid procedures and would follow their preexisting agreement as part of the State Master Mutual Aid Agreement.
 - All requests for mutual aid or additional specialized resources will be directed from the on-scene IC to the County Communication Center.
-
12. **Local EMS Agency (Nor-Cal EMS)**
- Coordinate and integrate with local agencies on authorizing Emergency Medical Services System Crisis Standard of Care/Alternate Treatment Standards.
 - Authorize non-standard transport for patients (buses, private vehicles, etc.).
 - Coordinate with providers of non-fire based pre-hospital emergency medical services and authorize:
 - Emergency Medical Services System Crisis Standard of Care/Alternate Treatment Standards including coordination of paramedic protocols and procedures.
 - Modified medical dispatch public pre-arrival instructions
 - Non-standard transport for patients
 - Coordination of out-of-hospital medical care providers if needed
-

<p>13. Regional Disaster Medical/Health Specialist (Sierra-Sacramento Valley EMS Agency)</p>	<p>Assess immediate medical needs (pre-hospital EMS Providers).</p> <ul style="list-style-type: none"> • Approve medical/health mutual aid requests for pre-hospital EMS providers. • Coordinate patient distribution and medical evaluations (pre-hospital patients). • Coordinate with inpatient and emergency care providers (delivery of pre-hospital patients). • Coordinate and integrate with fire agencies on authorizing Emergency Medical Services System Crisis Standard of Care/Alternate Treatment Standards. • Coordinate with providers of non-fire based pre-hospital emergency medical services and authorize: <ul style="list-style-type: none"> ○ Mass Casualty Incident alerts and systems ○ Coordination of out-of-hospital medical care providers if needed
<p>14. Susanville Fire Department Hazardous Materials Team Shasta Cascade Hazardous Materials Response Team</p>	<ul style="list-style-type: none"> • Respond as requested and provide technical assistance and advice to the Incident Commander at incidents involving hazardous materials. • Provide personnel and specialized equipment at hazardous materials incident scenes. The HazMat Response Team is responsible for inventorying, inspecting, maintaining, and decontaminating/disposing of all equipment and supplies utilized by the team. • Obtain samples and conduct field identification of hazardous materials. • Conduct tactical operations within the scope of HazMat team capabilities and training to contain and mitigate hazardous materials emergencies. • It will not be the responsibility of the HazMat Response Team to clean up or dispose of any hazardous materials. The jurisdiction having authority for the incident will be responsible for the disposal of any hazardous materials recovered by the HazMat Response Team.
<p>15. Susanville Indian Rancheria</p>	<p>The sovereign Rancheria employs an Emergency Management Coordinator, a public works staff, and seasonal firefighters, however has limited response capabilities.</p> <p>Day-to-day law enforcement and fire rescue services are provided by the City of Susanville, however as of September 2018, there were no formal delegations of authority.</p>

B. STATE AGENCIES (LISTED ALPHABETICALLY BY FUNCTIONAL NAME)

1. Corrections and Rehabilitation (CDCR)

High Desert State Prison & California Correctional Center

High Desert State Prison (HDSP) and the California Correctional Center (CCC) have primary responsibility for the security and safety of their populations, staff, and visitors. Both facilities rely on the fire rescue service based at CCC, and utilizing a mix of State employees and inmates.

Resources include Type 1, 2, and 6 fire engines and two Basic Life Support ambulances. HazMat capabilities include specialist personnel, equipment and supplies for containment and control.

These resources are available for response countywide.

HDSP is capable of transporting and housing inmates in case of an evacuation of the county jail or Federal Correctional Facility.

2. Emergency Medical Services Authority (EMSA)

- Assist with the development of general guidelines and promotion of training for personnel involved in a hazardous materials emergency medical response, including personal safety at the site of an incident, triage and medical management of patients, and limiting the contamination of transport vehicles and hospital emergency departments.
- Work through Regional Disaster Medical Health Specialist (RDMHS) to coordinate requests for medical and health personnel from outside of the county.
- Identify medical facilities capable of handling injured and contaminated persons outside of the affected area, and can arrange emergency transportation to these facilities.
- Arrange for emergency procurement, storage, distribution, and handling of supplementary medical supplies and equipment in support of local government response.
- Identify and coordinate procurement of medical assistance from other state departments, hospitals, and ambulance providers.
- Coordinate the evacuation of casualties from the affected area to definitive care facilities throughout and outside of the state.

3. Emergency Services (Cal OES)

- Operate the State Warning Center, including notification of hazardous materials emergencies to federal, state, and local agencies on a 24-hour, seven-day week basis.
 - Coordinate statewide Mutual Aid Radio Communications Systems.
 - Develop procedures and staffing of the Regional Emergency Operations Centers and State Operations Center.
 - Issue mission numbers to state agencies for necessary response resources.
 - Collect damage assessment information from respective jurisdictions.
 - Work with the affected areas in response and recovery efforts.
 - Assist local jurisdiction in preparing consolidated multi-hazard (including hazardous materials) emergency plans.
 - Prepare (including planning and training) and respond to radiological incidents, including overseeing state and local preparedness for nuclear power plant accidents.
 - Develop the California State Emergency Plan that addresses the state's response to extraordinary situations associated with natural and human-caused disasters and technological incidents (including hazardous materials).
 - Maintain the Statewide Fire and Rescue Mutual Aid System and the California Law Enforcement Mutual Aid System and assist in coordinating mutual aid preparedness, planning, response, and recovery activities.
 - Coordinate the Firefighting Resources of California Organized for Potential Emergencies (FIREScope).
 - Cal OES Regions operate the Regional Emergency Operations Center in each of the three regions (Southern California, Coastal and Inland) and the California Specialized Training Institute (CSTI). Lassen County is in the Inland Region, and the REOC is collocated with the State Operations Center in Mather.
 - Assist local jurisdictions through training and planning guidance in emergency preparedness.
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| 4. Environmental Health Hazard Assessment (OEHHA) | <ul style="list-style-type: none">• Publish Chemical Emergency Response Fact Sheets to support responder preparedness.• Provide chemical risk characterization information. OEHHA provides information on public health risk and environmental threats of hazardous substances. They can:<ul style="list-style-type: none">○ Identify health effects including those that may cause discomfort, disability or are life threatening.○ Assist responders in assessing potential exposures for decisions on shelter-in-place, evacuation, and re-entry.○ Assist in environmental fate assessment; determine health and environmental consequences of breakdown products, reaction products and inter-media transfer.• OEHHA scientists may be contacted at any time to assist responding agencies and the news media on health effects information. |
| <hr/> | |
| 5. Environmental Protection Agency (Cal/EPA) | <ul style="list-style-type: none">• May open the Cal/EPA Emergency Operations Center during a large-scale event by request of either the Secretary of Cal/EPA or Cal OES.• Scientific support for toxicology, pesticide exposure and drift, aquatic and ecotoxicology, exposure and risk assessment.• Mobile and stationary lab capabilities for air monitoring and modeling and chemical identification.• Emergency removals from clandestine drug labs.• Technical and regulatory consultation for contamination and decontamination. |
| <hr/> | |
| 6. State Fire Marshal (CSFM) | <ul style="list-style-type: none">• Provide technical assistance and advice on fire and life safety impacts associated with hazardous materials incidents, as requested.• In the event of a declared emergency, cooperate with other state and/or local agencies in providing requested communications and law enforcement/code enforcement support. |
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**7. Fish and
Wildlife
(DFW)**

- Will act as the State On-Scene Coordinator (SOSC) for hazardous materials incidents impacting state waters and participate in a unified command.
 - Take action necessary to protect or minimize the impact of a hazardous materials incident to fish and wildlife.
 - Access the Fish and Wildlife Pollution Clean-Up Abatement Account for cleanup and abatement of materials threatening to pollute, contaminate, or obstruct waters of the state to the detriment of fish, plant, bird, or animal life, or their habitat.
 - Provide technical advice on the impact proposed containment and cleanup operations will have on fish, wildlife, and their habitats.
 - Supervise or provide recommendations, establish guidelines, and approve methods for containment and cleanup.
 - Act as SOSC in determining the completion of cleanup activities when natural resources are threatened.
 - Conduct investigations, including evidence collection.
 - Assess incident's impacts to flora, fauna, and their habitats; establish criminal and civil liability and responsibility; and file cases against violators when necessary.
 - Represent the state of California (along with the Governor's Office of Emergency Services) on the Federal Region IX Regional Response Team.
 - In the event of a declared emergency, cooperate with other state agencies in providing requested communications and law enforcement support.
-

8. Highway Patrol (CHP)

- Act as the Incident Commander for hazardous materials incidents that occur on state freeways, except within the City of Susanville, and all state buildings and grounds. Also act as IC at all hazardous materials incidents that occur on county roads.
- Serve as statewide information, assistance, and notification coordinator for all on-highway hazardous materials incidents.
- As a peace officer, has authority to enforce specified hazardous waste laws relating to hazardous waste, its transportation and disposal pursuant to Section 2401.1 of the California Vehicle Code and Section 25180 of the Health and Safety Code.
- Upon request, provide technical support and expertise concerning commercial vehicle equipment regulations and/or hazardous materials transportation provisions.
- Upon request, assist the Incident Commander in obtaining state assistance for the mitigation of hazardous materials incidents occurring within the City of Susanville via SEMS hierarchy.
- Evaluate and report road conditions to the Incident Commander and OES.
- Provide traffic control in support of evacuation and/or relocation.
- Reroute traffic under CHP jurisdiction in coordination with the IC.
- Prevent unauthorized entry into contaminated areas.
- Assist local authorities in maintaining law and order and executing evacuations.

9. National Guard (CNG)

- Assistance from the California National Guard may be available for very large or slow-developing hazardous materials incidents where a State of Emergency has been declared.
- During a hazardous materials incident, to the extent that military capabilities are not compromised, and as directed by the Governor, the California National Guard may provide the following:
 - Assist in the evacuation of threatened areas.
 - Provide assistance to civil law enforcement operations, including access control of restricted or evacuated areas.
 - Assist in caring for people from evacuated areas by operating a field kitchen, providing shelter and feeding operations at available Military Department facilities and assist the American National Red Cross and local welfare agencies.
 - Provide medical assistance.
 - Assist in the clearance of rubble and debris.
 - Provide assistance in communications.
 - Provide air and surface transportation of authorized personnel, equipment and supplies.
 - Provide technical advice and resources for the handling and disposing of explosives.

10. National Guard Civil Support Team (CST) Weapons of Mass Destruction (WMD)

Note: Although a unit of the California National Guard, the Civil Support Team roles are described separately.

- During a local or regional terrorism event, the CST can augment local resources with special capability as the first military responder. The team integrates with the ICS system in support of the local Incident Commander.
- The CST will:
 - Assess a suspected nuclear, biological, chemical, or radiological event in support of a local Incident Commander.
 - Advise civilian responders regarding appropriate response actions.
 - Assist in expediting the arrival of additional state and federal assets to help save lives, prevent human suffering, and mitigate great property damage.
- The CST can provide rapid confirmatory analysis of chemical or radiological hazards and presumptive identification of biological agents at a WMD event.

11. California Occupational Safety and Health Administration (Cal/OSHA)

- Prevent and regulate occupational exposures to hazardous materials.
- Provide assistance with industrial hygiene and safety issues, as they relate to occupational safety and health.
- Provide assistance with investigation issues.

12. Pesticide Regulation (CDPR)

- CDPR and County Agricultural Commissioner can provide technical assistance or expertise for incidents involving pesticides and pest control operation.
- Utilize California Department of Food and Agriculture (CDFA) Center for Analytical Chemistry, accessed through the CDPR Pesticide Enforcement Branch, for emergency hazardous materials identification purposes if pesticides or fertilizers are suspected.
- Provide information regarding the environmental fate of pesticides in water, air, and soil (Environmental Monitoring Branch).
- Provide medical and toxicological risk assessment regarding active pesticide ingredients (Pesticides and Human Health Branch).
- Pesticides and Human Health Branch will provide information regarding:
 - Pesticide exposure assessment
 - Exposure monitoring and evaluation
 - Industrial hygiene and safety
 - Medical management and illness investigation
- Provide registration, labeling, and ingredients data for pesticide products (Pesticide Registration Branch).
- Provide information on sampling and analytical techniques for pesticides in different media (air, water, soil).

13. Poison Control System

- Access to an extensive toxicology library and immediate access to expert consultants for evaluating, assessing and medically managing health effects from exposures associated with hazardous materials spills
- Provide drug identification for law enforcement
- Knowledgeable of hospitals' capabilities for handling hazardous materials victims

-
- 14. Public Health (CDPH)**
- Protect public health from effects of hazardous and radioactive materials. There are five Branches or Divisions:
 - Radiological Health Branch regulates use of radioactive materials through licensing and compliance programs. They will provide technical advice on radioactive materials.
 - Division of Drinking Water and Environmental Management regulates public drinking water systems.
 - Food and Drug Branch ensures the safety of food, drugs, medical devices, cosmetics, bottled water and other such products.
 - Environmental Health Branch includes the Nuclear Emergency Response program, Medical Waste, Shellfish and Division of Environmental and Occupational Disease Control.
 - Licensing and Certification Division is in charge of licensed health facilities
 - Provide technical advice on all areas of responsibility.
-
- 15. Toxic Substances Control (DTSC)**
- Provide or facilitate access to technical advice regarding the safe handling or suitable disposal of toxic materials and alternative funding sources, if appropriate.
 - Where the department has enforcement responsibility, respond to incidents involving facilities or activities, upon request, to ensure compliance with regulations.
 - Assess and provide financial support for emergency response pre-incident needs in the form of equipment and general preparedness.
 - Evaluate requests for financial assistance for off-highway hazardous materials emergencies.
 - Issue Environmental Protection Agency identification numbers for non-responsible party incidents or clandestine drug lab clean up where funding has been approved.
-

**16. Transportation
(Caltrans)**

- In cooperation with other public and private agencies, ensure proper clean up and restoration of the highway within its rights-of-way.
- Within the state highway rights-of-way Caltrans will perform the following:
 - Coordinate cleanup efforts between the responsible parties, public and private sectors.
 - Assist public and private agencies in the identification and containment of hazardous materials.
 - Assist CHP with traffic control and routing requirements.
 - Repair and restore damaged/contaminated highways for the restoration of the orderly flow of traffic
 - Maintain a staff trained to the CSTI Hazardous Materials Technician level of competency.
 - Maintain necessary hazardous material documentation as legally required.
 - Maintain a contract of authorized hazardous material emergency response contractors under CalTrans control.
 - Maintain a contingency plan for incident response.

**17. Water
Resources
Control
Board
(SWRCB)**

- Conduct water sampling, analysis, and monitoring activities to assist in the evaluation and mitigation of hazardous materials releases.
 - In cooperation with the Department of Toxic Substances Control, designate sites for disposal of hazardous materials.
 - Assist the Department of Public Health in advising water users of potential adverse impacts of a spill.
-

C. FEDERAL AGENCIES (LISTED ALPHABETICALLY BY FUNCTIONAL NAME)

- | | |
|---|--|
| <p>1. Defense (DOD)
Sierra Army Depot</p> | <p>Sierra Army Depot is the primary response agency and incident commander to incidents on its own reservation, and is available for HazMat response elsewhere in Lassen County, resources and conditions permitting.</p> <p>Staff includes a large number trained at the First Responder Operations (FRO) level, responder and casualty decontamination, and HM incident commander. As of summer 2018 one specialist is on staff.</p> <p>Equipment and supplies on hand support technician/specialist level response and mass decontamination.</p> |
| <p>2. Emergency Management (FEMA)</p> | <ul style="list-style-type: none"> • Administer the Federal Disaster Assistance Program. <ul style="list-style-type: none"> ○ FEMA serves as the lead agency in the management of the Disaster Assistance Program in affected areas after a catastrophic hazardous materials emergency if requested by the Governor and declared by the President under the authority of Public Law 93-288. • After a Presidential Declaration of Emergency, FEMA will also: <ul style="list-style-type: none"> ○ Coordinate all disaster relief assistance ○ Provide technical or advisory assistance ○ Remove debris ○ Provide temporary housing assistance ○ Assist with the distribution of supplies ○ Provide general assistance • Provide hazardous materials and related training through the National Emergency Training Center's resident and nonresident programs, and through its administration of SARA Title III training grant contracts with the state. |
| <p>3. Energy (DOE)</p> | <ul style="list-style-type: none"> • Provide assistance to state and local agencies in incidents involving radiological materials, in accordance with the Interagency Radiological Assistance Plan. • Provide assistance in identifying the source and extent of radioactive contamination, and in the removal and disposal of radioactive discharges. • Coordinate with the Federal On-Scene Coordinator in implementing the Federal Radiological Emergency Response Plan. |

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| 4. Environmental Protection (EPA) | <ul style="list-style-type: none">• Ensure that timely and effective response action is taken to control and remove discharges of oil and releases of hazardous substances, including threats of substantial discharges and releases into the inland zones unless the responsible party is conducting removal actions properly.• Provide the Federal On-Scene Coordinator position for incidents within their jurisdiction.• Access federal funding for abating and mitigating releases of hazardous materials.• Chair the U.S. Oil and Hazardous Substances National Response Team and co-chair (with the Coast Guard) the federal Regional Response Team.• Operate the Environmental Response Team to support Federal On-Scene Coordinators.• Access the Superfund Technical Assistance and Response Team (START) and the Emergency Response and Remedial Services (ERRS) contractors. Additionally, the Federal On-Scene Coordinator can activate Special Forces and Technical Support Centers to support major spill response and cleanup efforts. |
| <hr/> | |
| 5. Health and Human Services (DHHS) | <ul style="list-style-type: none">• Determine that illness, disease, or complaints thereof may be attributable to exposure to a hazardous substance, pollutant, or contaminant.• Provide expert advice and assistance on actual or potential discharges or releases that pose a threat to public health and safety. |
| <hr/> | |
| 6. Homeland Security | <ul style="list-style-type: none">• Establish national policy for Federal departments and agencies to identify and prioritize critical infrastructure and to protect them from terrorist attacks.• Assess the nation's vulnerabilities. Take the lead in evaluating vulnerabilities and coordinating with other federal, state, local, and private entities to ensure the most effective response.• Develop Plans, such as the National Response Framework, to ensure our nation is prepared for, and able to recover from, terrorist attacks and natural disasters. |
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| 7. Investigation (FBI) | <ul style="list-style-type: none"> • Assume the lead Federal agency in Crisis Management and assigned with the primary responsibility to respond to terrorism threats or incidents. • Provide assistance with designated and specialized response units in the areas of sampling, detection, and identification of the nuclear, biological, and chemical agents. Certain response units are also equipped with a variety of personal protective equipment (Level A-C) and rescue apparatus. • Provide other specialized units responsible for crime scene documentation and evidence collection in support of the criminal investigations, intelligence collection and analysis, and critical incident response group to conduct tactical and crisis management efforts. |
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| 8. Prisons (BOP)
Federal
Correctional
Institution
Herlong | <p>The Federal Bureau of Prisons is responsible for security and safety for its inmates and staff.</p> <p>The facility has a small staff trained at the First Responder Operations (FRO) level, however no HazMat response equipment or supplies.</p> |
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| 9. Transportation/
Railroad
Administration
(FRA) | <ul style="list-style-type: none"> • Resource for rail safety regulatory compliance issues. • Investigate rail accidents and enforces Federal rail safety regulations. • Collect rail accident/incident data and convert it to meaningful statistical reports, tables and charts. |
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| 10. Weather Service
(NWS) | <ul style="list-style-type: none"> • Provide scientific support to federal On-Scene Coordinators for emergency responses. • Provide contingency planning in coastal and Lassen areas. • When requested by EPA, provide scientific support for emergency responses in inland areas. |
|--------------------------------------|---|

D. NON-GOVERNMENTAL AGENCIES

- | | |
|---|---|
| 1. American Red Cross (ARC) | <ul style="list-style-type: none"> • Provide relief for persons affected by disaster, including serious hazardous materials emergencies: <ul style="list-style-type: none"> ○ Provide food, clothing, and lodging ○ Provide supplemental medical and nursing assistance in accordance with established agreements ○ Provide family services • Assist local government with evacuation and shelter-in-place operations (i.e., selection and staffing of shelter sites and dissemination of shelter information). |
| 2. Business and Industry | <ul style="list-style-type: none"> • Develop contingency plans for hazardous materials emergencies within their facilities in accordance with Sections 25503 et. seq. of the California Health and Safety Code and Title 19 California Code of Regulations. • Provide the Incident Commander with the following information throughout the duration of an emergency: <ul style="list-style-type: none"> ○ Any conditions within the facility that may affect emergency response ○ On-site monitoring for extent of damage ○ Causation ○ Technical advice |
| 3. Chemical Manufacturers | <ul style="list-style-type: none"> • Provide detailed technical information, including special precautions, disposal procedures, etc., on their products. • Provide an emergency response team, if needed. |
| 4. Chemical Transportation Emergency Center (CHEMTREC) | <ul style="list-style-type: none"> • Provide immediate emergency action information for spill, leak, exposure, or fire control measures. • Provide precautionary information. • Assist with identification of hazardous substances if the manufacturer is known or shipping papers are present. • Conduct immediate notification of manufacturers or shippers and/or notification of industry mutual aid networks. |
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- 5. Emergency Medical Services (Ambulance)**
- When requested by the Incident Commander, respond to hazardous materials incidents to support HazMat Team operations. Note: Regulations state “Advance first aid support personnel, at a minimum, shall also stand by with medical equipment and transportation capability.” 8 CCR 5192(q)(3)(F)
 - Coordinate EMS when needed.
 - Coordinate the activation and use of triage teams when needed.
 - Provide field treatment and transportation of patients who have been decontaminated in the field and/or have sustained other injuries resulting from hazardous materials incidents.
-
- 6. Hospitals and Clinics**
- Be prepared for self-presenting/walk-in patients after a HazMat incident, including contaminated and worried well.
 - Protect facilities and staff against contamination.
 - Treat patients for contamination and other injuries resulting from hazardous materials incidents.
 - Develop internal decontamination procedures and capabilities.
 - Advise emergency services personnel in the field on medical considerations.
-
- 7. Railroads**
- Both BNSF and UP operate 24-hour call centers to report emergencies and obtain response support, such as:
- Stopping rail traffic
 - Providing train and individual car cargoes
 - Providing emergency response procedures
 - Providing on-scene response
- Incident training, including online, local, and sponsored national courses
-
- 8. Salvation Army**
- Provide mobile feeding for disaster victims and emergency workers during disasters.
 - Provide short- and long-term recovery assistance to victims.
 - Provide referrals to appropriate government and private agencies for special services required by victims.
-
- 9. Tuscarora Gas Transmission Company**
- TransCanada/Tuscarora maintains a 24-hour emergency call center and a pipeline technician with response equipment in the Susanville area. Online and local training are available to local emergency responders.
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Appendix A: Area Plan Distribution

HAZARDOUS MATERIALS AREA PLAN DISTRIBUTION

Recipients may be provided a link or media with a digital copy of the document. Printed copies or access to confidential annexes may be requested from Lassen County Environmental Health.

Agency/Organization	Print	Digital
Lassen County		
Agricultural Commissioner		
Board of Supervisors		
County Administrative Officer		
County Counsel		
District Attorney		
Environmental Health Department		
Health and Social Services Agency/Public Health/Health Officer		
Office of Emergency Service		
Public Works		
Sheriff's Office		
City of Susanville		
Fire Department		
Police Department		
Public Works Department		
Fire/Rescue Agencies		
Big Valley Fire Protection		
CalFire		
Clear Creek Community Services District		
Doyle Fire Protection District		
Herlong Volunteer Fire Department		
Janesville Fire Protection District		
Lake Forest Volunteer Fire Department		
Little Valley Community Services District		
Madeline Fire Protection District		
Milford Fire Protection District		
Sierra Army Depot Fire Department		
Spaulding Community Services District		
Standish-Litchfield Fire Protection District		
Stones-Bengard Community Services District		
Susan River Fire Protection District		
Susanville Interagency Fire Center		
Westwood Fire Department/Community Services District		

Appendix A: Area Plan Distribution

Agency/Organization	Print	Digital
State Agencies		
California Governor's Office of Emergency Services		
California Dept. of Fish and Wildlife		
California Highway Patrol		
California Regional Water Quality Control Board		
California Department of Corrections and Rehabilitation		
Medical Agencies		
Banner Lassen Medical Center		
Sierra Emergency Medical Services Alliance		
Mercy Medical Center Redding (as Disaster Control Facility)		
Renown Medical Center		

Appendix B: CalOES Area Plan Element Checklist

California Code of Regulation, Title 19, Division 2, Chapter 4, Section 2720
Location (page numbers) of elements in the Area Plan

Area Plan Element	Element Attached (Page #)	Element Not Provided, Justification Attached	Proposed Date for Completion
§ 2722- EMERGENCY RESPONSE PROCEDURES			
Approach, Recognition & Evaluation	1.30		
Personnel Monitoring & Decontamination	1.51		
Equipment Monitoring & Decontamination	1.53		
§2723-PRE-EMERGENCY PLANNING			
Pre-incident Site Surveys	1.9,1.11		
Planning & Coordination	1.6-1.8		
Emergency Funding Access	1.45-1.47		
Disposal Facility Access		Pending	11/1/18
Emergency Response Contractor Access	K.4		
Integrated Response Management System	Throughout		
§ 2744- NOTIFICATION & COORDINATION			
Notification & Coordination	1.23-1.25		
Emergency Communication	1.48		
Responsibility Matrix	1.1-3		
Cal OES Notification	1.23+		
§ 2725 – TRAINING			
Emergency Response Personnel Training	1.19, H		
Training Documentation	1.22		
Training Exercises	1.22		
§ 2726- PUBLIC SAFETY & INFORMATION			
Site Perimeter Security	1.30, L.1		
Safety Procedure Information	Throughout		
Information Release Responsibility	1.49		
Medical Notification	1.52		
Evacuation Plans	1.39		
§ 2727- SUPPLIES & EQUIPMENT			
Listing & Description	1.50, L		
Testing & Maintenance	1.50		
§ 2728- INCIDENT CRITIQUE & FOLLOWUP	1.51, 2.6		

Appendix B: CalOES Area Plan Element Checklist

Appendix C: Record of Revisions and Request for Revision

Request for Revision

Lassen County Hazardous Materials Area Plan 2018

Requests for revisions to this plan are invited at any time. Examples may include updates to contact information or capabilities, changes in roles or responsibilities, or improvements suggested by incident response or exercise experience.

Requestors are encouraged to submit as soon as needs are identified and suggested improvements are available. There is no need to wait for annual update periods.

Completed requests should be sent to the Certified Unified Program Agency official at:

Lassen County Environmental Health
1445 Paul Bunyan Road
Susanville, CA 96130
schandler@co.lassen.ca.us
Phone: (530) 251-8528 Fax: (530) 251-2668

Requestor's Contact Information

Name(s) of requestor(s): _____

Agency or organization: _____

Phone: _____ Email: _____

Revision Information

Page number or range: _____ Item: _____

Summary of content proposed for change: _____

Proposed replacement content: _____

Include additional pages as needed.

Thank you for helping make this plan a useful tool for hazardous materials emergencies.

Appendix D: Lassen County Spill Report History 2008-2017

This summary is provided to offer a historical perspective on releases over the prior 10 years. This may help focus training and exercises, however the absence of any particular type of incident should not be allowed to create complacency about their potential.

Substance	Quant.	Incident Description	City	Location	Cause
Gasoline	1 pint	Material released from a vehicle due to a traffic collision.	Westwood	Road/creek	Collision
Fuel, diesel	10 gal.	Solo semi truck rollover accident, material flowed onto soil and gravel.	Litchfield	Road	Collision
Fuel, diesel	5 gal.	A single vehicle roll-over, driver injured. Spill on road and soil	Susanville	Road	Collision
PCB Oil	8 gal.	Pole mounted transformer leaked due to storm damage	Westwood	Residence	Weather
Oil	Unk.	Potential release only due to semi v semi collision, 1 fatality	Susanville	Road	Collision

2016

Oil, motor	2 gal.	Release to asphalt occurred due to unknown reasons.	Susanville	Road	Unknown
Diesel	100 gal.	Big rig was involved in a traffic accident resulting in the release.	Unincorp.	Road	Collision
Oil	400 gal.	Release to soil due to the removal of a valve on a stationary tank.	Susanville	Other	Human Error
Motor fuels	100 gal.	2 vehicle motor vehicle accident released diesel and kerosene.	Susanville	Road	Collision

2015

Ethyl Alcohol	3 gal.	Container possibly damaged in transit, material flowed onto the trailer floor and asphalt.	Susanville	Road	Unknown
Explosive Device	Unk	Grenade located by citizen metal detecting, Naval personnel handled the containment and disposal.	Susanville	Road	Abandonment
Paint	Unk.	Vehicle accident with a fatality. Road closure SB US 395.	Doyle	Road	Collision
Gasoline	Unk.	Soil sample beneath above-ground fuel tank shows gasoline in soil approximately 300 yards from Eagle Lake. No visible impact to lake.	Susanville	Business	Unknown
Kerosene	150 gal.	Believed to be from a kerosene delivery into the wrong pipe.	Susanville	Business	Unknown
Veg. Oil	720 gal.	Pipe valve failure in boiler room released 720 gallons of vegetable oil.	Susanville	Other	Mechanical
Diesel Fuel	80 gal.	Postal Service truck rollover, saddle tank puncture	Madeline	Road	Unknown
Diesel Fuel	30 gal.	Truck accident	Unincorp.	Road	Collision
Paint 1263	5 gal.	Trailer load shifted, crushing 1 can of paint, small release outside.	Susanville	Road	Unknown
Kerosene	20 gal.	Residential structure fire caused the spill.	Susanville	Residence	Fire
Traffic paint	250 gal.	Unsecured tote slid off of a truck going around a corner.	Susanville	Road	Mechanical
Diesel	20 gal.	Big rig traffic accident resulting in release onto the roadway.	Unincorp.	Road	Collision
#2 Diesel	5 gal.	Homeowner spilled diesel on driveway, washed it down storm drain.	Susanville	Residence	Human Error
Diesel Fuel	100 gal.	Big rig jackknifed causing the release. Hwy 395 Southbound closed.	Unincorp.	Road	Collision
Diesel Fuel	50 gal.	Semi truck collision damaged a saddle tank	Susanville	Road	Collision
Diesel Fuel	50 gal.	Semi slid off of the highway and ruptured a saddle tank.	Susanville	Road	Road cond.

Appendix D: Lassen County Spill Report History 2008-2017

Substance		Quant.	Incident Description	City	Location	Cause
2014						
Diesel		10 gal.	Fuel line to a boiler heating unit had a mechanical failure. Release was detected at sanitary treatment plant.	Susanville	Business	Mechanical
Gasoline		10 gal.	Spill container in an underground tank at a gas station was broken and was replaced; soil samples positive for gasoline in the soil.	Standish	Business	Mechanical
Diesel		UNK	Storage tank leaking Diesel at the rate of 1 gallon per minute. Approx. 120,000 gallons in tank when the release began.	Susanville	Other	Structural Failure
Train vs Vehicle		0	Train collided with a pickup truck on the Winnemucca Sub	Doyle	Rail Road	Human Error
Gasoline		15.5 gal.	Vehicle had a mechanical problem causing the release of gasoline to the concrete and asphalt.	Susanville	Service Station	Mechanical
Auto oils		±20 gal	Release was discovered on routine roadway maintenance	Ravendale	Road	Unknown
Diesel		±20 gal.	Fuel pump malfunction released 15-20 gallons to pavement	Susanville	Business	Mechanical
Propylene Glycol		25 gal.	Walkway antifreezing pipeline broke releasing 25 gallons of propylene glycol into the surrounding ground. No waterways impacted.	Susanville	Other	Broken Pipe
2013						
Sewage - Raw		100 gal.	Blockage in main line caused release from manhole onto concrete, asphalt, soil, then into a storm drain, material had no solid waste.	Susanville	Road	Blockage
Diesel		13 gal.	Big rig jackknifed releasing saddle tank diesel onto dirt shoulder.	Susanville	Road	Other
Unknown Materials		Unk.	30+ wrecked vehicles on a flood zone property near the Susan River. Vehicles are leaking contents into the soil.	Susanville	Business, Residence	Human Error
Garbage		UNK	Garbage/debris reported getting into the Susan River for 6 months.	Susanville	Residence	Overflow
Gear Oil		±30 gal.	Oil discovered in a contained location, a concrete drain trough.	Susanville	Other	Unknown
Mineral Oil		100 gal.	A pile of old transformers leaking onto soil and concrete.	Susanville	Business	Human Error
Diesel		±60 gal.	Stain/spill discovered on roadside from an unknown source.	Doyle	Road	Unknown
Diesel Fuel		±100 gal	Release from an unknown source found on shoulder of roadway.	Doyle	Road	Unknown
Auto Fluids		30 gal.	Vehicle fluids discovered on highway shoulder believed from accident	Unincorp.	Road	
Mineral Oil		1140 gal	Vandalism released PCB mineral oil <50 PPM PCB	Susanville	Business	

Appendix D: Lassen County Spill Report History 2008-2017

Substance	Quant.	Incident Description	City	Location	Cause
Heating Oil	110 gal.	Residential oil line had a hole and a loose fitting, releasing oil to soil.	Susanville	Residence	Pipe leaks
Diesel	±200 gal	Substance was consumed in a big rig fire.	Unincorp.	Road	Unknown
Sewage	14,000 gal.	Bedding material from a jail was flushed down a toilet, causing a blockage which overflowed through a manhole into Berry Reservoir.	Susanville	Berry Reservoir	Blockage
Diesel	±100 gal	Big rig rollover, substance released to a dirt area.	Janesville	Road	Wind
Motor Oil	10 gal.	Vehicle accident resulted in two 5-gallon buckets of motor oil spilling.	Susanville	Other	Human Error
Diesel	50 gal.	Traffic collision released ±50 gallons of diesel onto the roadway and shoulder from a big rig saddle tank. Roadway closed.	Doyle	Road	Collision
Hydraulic Fluid	30 gal.	Hydraulic hose broke from a garbage truck while in operation.	Johnstonville	Road	Mechanical
Auto	UNK	A van was found submerged.	Susanville	Eagle Lake	Unknown
Cold Mix	UNK	Report of dumping Cold Mix (asphalt derivative) to the main drainage ditch along a private road. Rain will wash to Parker Cr.	Janesville	Parker Creek	Illegal Dumping
Unknown Substance	UNK	White, foamy, sticky, sometimes clumpy substance on the Susan river over past 3 summers; unsure whether it is a natural occurrence.	Susanville	Susan River	Unknown
Fish kill	60-80 gal.	Fish and Game warden observed a cloudy, milky substance in the water and about 60-80 dead fish thus far. RP is sampling water.	Susanville	Paiute Creek	Unknown
Diesel	50 gal.	Big rig rollover causing fuel tank to leak to median soil. Road closed.	Unincorp.	Road	Collision
Submerged vehicle	1 gal.	Vehicle found in Mountain Meadows Reservoir, creating a 10' x 14' sheen on the water.	Westwood	Lake	Unknown
Mineral Oil, Unk. PCB	200 gal.	Unknown PCB transformer oil was released to soil by vandalism. No roadway involvement.	Doyle	Other	Vandalism
2011					
Diesel	5 gal.	Big rig rollover due to high winds. Saddle tank leak to shoulder soil.	Janesville	Road	High Winds
Oil	2 qt	The wind blew over a big rig causing this release.	Unincorp.	Road	Weather
Sewage	1000 gal	Possible broken sewage collection system caused the spill.	Susanville	Residence	Mechanical
Diesel	5 gal.	A fork lift overturned and spilled diesel in the road..	Susanville	Road	Collision
Sewage	3300 gal	Broken bypass line spilled sewage into a local drain, not storm drain.	Susanville	Other	Broken Pipe
Diesel	Unk.	Diesel storage tank leak. 10' X 20' X 14' deep area excavated, and fuel has reached groundwater.	Unincorp.	Groundwater	Unknown
Diesel	40 gal.	Release is from the fuel saddle tanks due to a traffic accident.	Unincorp.	Road	Unknown
Gasoline	Unk	Old storage tank removed, spilled product not removed	Litchfield	Business	Construct.
Unknown	Unk.	Spill of an unknown material from the railroad, causes unknown.	Wendel	Railroad	Unknown
Sewage	200 gal.	Main line blockage released sewage into a storm drain and Paiute Cr.	Susanville	Residence	Blockage

Appendix D: Lassen County Spill Report History 2008-2017

Substance	Quant.	Incident Description	City	Location	Cause
Diesel	50 gal.	Semi truck jackknifed, saddle tank puncture spilled onto dirt shoulder.	Susanville	Road	Collision
diesel	120 gal.	Big rig with a punctured saddle tank released onto the roadside.	Unincorp.	Road	Puncture
Sewage	500 gal.	Debris in a sewer line caused a release into Paiute Creek.	Susanville	Paiute Cr.	Blockage
Sewage	25,000 G	Due to a failure, sewage was released to a field	Susanville	Facility	
Transformer Oil	20 gal.	Employee was lifting a transformer when it tipped over and released substance out onto dirt.	Susanville	Other	Human error
Diesel Fuel	20-30 gal	Release from an RV parked on a boat ramp due to unknown causes. Rain washed the substance into Eagle Lake.	Susanville	Eagle Lake	Unknown
Diesel	20 gal.	Traffic collision caused this release to the roadway	Unincorp.	Road	Collision
Diesel	50 gal.	A semi truck collision ruptured a saddle tank spilling onto dirt shoulder			

2009

Train/Auto	N/A	Train struck a vehicle at a crossing at MP 362.4, Winnemucca Sub.	Doyle	Rail Road	Collision
Fertilizer	1800 lbs	A truck carrying fertilizer was involved in a traffic accident.	Unincorp.	Road	Collision
Untreated sewage	Unk.	Release reported ongoing for over 14 years, illegal septic discharge flowing onto adjacent property/farm.	Susanville	Susan River	Unknown
Derailment	N/A	Upright derailment of one locomotive. No materials released.	Doyle	Rail Road	Unknown
Diesel	UNK	Diesel leaked from a hose on a refrigeration car.	Doyle	Rail Road	Unknown
Oil	20 gal.	Workers spilled oil while filling a transfer container and washed the spilled oil down a drain leading into Honey Lake.	Susanville	Business	Human Error
Diesel	45 gal.	Big rig saddle tank damaged in a collision, releasing ±50 gallons..	Susanville	Road	Collision
Paint	Unk.	Body shop operating without a paint booth or pollution controls.	Clear Cr.	Business	Human Error
Diesel	40 gal.	Big rig rollover causing the spill. US 395 closed.	Litchfield	Road	Collision
Sewage	1,000 liters per day	Long history of raw sewage release to the adjacent land, estimated to be 100's of liters per day. Testing ground and surface water showed 2419 colonies of enterococcus entrolet per 100 ml of water.	Unincorp.	Residence, ground water	Faulty septic system
Diesel	60 gal.	Big rig broken fuel line, diesel released onto a dirt shoulder.	Doyle	Road	Mechanical
Sewage	1,000 gal.	A main sewage line was plugged, causing a release from a manhole. Unknown if the release went to Paiute Creek or Susan River.	Susanville	Creek/River	Blockage
Gasoline	30 gal.	A rollover vehicle accident.	Susanville	Road	Collision
Diesel	30 gal.	The diesel spilled from the fuel tank of an overturned log truck.	Unincorp.	Road	Collision
Raw sewage	3000-5000 gal	During an equipment upgrade a pump failed and released. The spill was contained in a holding area.	Susanville	Other	Broken Pipe
Raw Sewage	1000 – 2000 gal	A power failure at the prison caused a VFD malfunction, releasing substance. All was contained and pumped back into the system.	Susanville	Treatment Facility	Mechanical

Appendix D: Lassen County Spill Report History 2008-2017

Substance	Quant.	Incident Description	City	Location	Cause
Potential Diesel	Unk. 50 gal.	Report of an overturned ATV in Baxter Creek. Big rig turning, punctured load of two 150 gallon tanks of substance. At least 50 gallons released onto the shoulder dirt area.	Susanville Susanville	Creek Road	Causes not reported for 2008
Unknown Substance	Unk.	Fishermen reported dead fish on the bank of the reservoir. They went into the water ankle deep, and noticed a burning sensation later on in the day. About 300 dead fish were confirmed, fish and water samples were taken.	Westwood	Mountain Meadows Res. to L. Almanor	
Train vs vehicle	NA	A train struck a tractor trailer at Hall Road and Constancia Road. One minor injury to operator of tractor trailer.	Doyle	Rail Road	
Train Derailment	N/A	7 car derailment. Unknown if there is any release of materials, but all cars are carrying non-hazardous material.	Unincorp.	Rail Road	
Train Derailment	N/A	One locomotive derailed in the upright position due to unknown reasons. No spills, no injuries.	Doyle	Rail Road	
Sewage	100,000 gal.	A traffic cone was inserted into a sewer collection system, causing a blockage which overflowed sewage out of the manhole for at least 1 day.	Susanville	Barry Reservoir	

Ten Year Summary:

Total spills reported: 111 Low year: 4 (2016) High Year: 16 (2009, 2015) Average: 11.1/year

Appendix E: Business Plan Summaries by Location

This appendix offers a very basic list of locations with business plans on file with the Lassen County CUPA as of July 2018, their hazard classes, and examples of substances classified as extremely hazardous.

Note: This data changes constantly. Eligible agencies should consult the online California Environmental Reporting System (CERS) regularly to maintain awareness of locations in their response areas. For access and additional information contact the Lassen County CUPA.

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous	
			1	2	3	4	5	6	7	8	9		
Adin	Caltrans Adin	11		X	X	X	X						X
Bieber	Amerigas	1		X									
	Big Valley Joint Unified School Dist.	7		X	X								X
	BNSF Bieber Railyard	7		X									
	CalFire Bieber Station	6		X	X								
	CalFire Intermountain Cons. Camp	18		X	X								
	Del Logging, Inc.	11		X	X	X					X		X
	Ed Staub & Sons Petroleum	4			X								
	Frontier Telecomm. Bieber Central	2		X							X		
	Frontier Telecomm. Bieber Big Valley	2		X							X		
	Harbert Oil Company, Inc.	11			X								X
	Lassen Co. Public Works Mem. Blvd	1			X								
	Lassen County Road Dept. Dist. 4	11		X	X	X					X		X
	Lassen Regional Solid Waste	4			X	X					X		
	L.S. Fuller Trucking Co.	3			X								
	Mike Schroeder's Automotive	12		X	X	X							X
	Verizon Wireless Big Valley Mtn	2			X							X	
Chilcoot-Vinton	Sprint Herlong Regenerator CAHERA	2		X								X	

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous
			1	2	3	4	5	6	7	8	9	
Doyle												
	American Towers - Herlong	1			X							
	American Towers Petersen Mountain	2			X							
	AT&T Mobility Constantia	1								X		
	Doyle Payless	4		X	X							
	Doyle Towing & Recovery, Inc.	4		X	X	X						
	Frontier Telecomm. Doyle Sub CXR	2		X						X		
	Herlong Substation	1			X							
	Long Valley Pozzolan	1										
	U.S. Cellular Seven Lakes LO	2		X						X		
	Verizon Wireless Constantia	2			X					X		
Eagle Lake												
	Frontier Telecomm. Eagle Lake Central	2		X							X	
	Frontier Telecomm. Grasshopper Mt.	2		X							X	
Herlong												
	Amerigas Herlong S005	1		X								
	AT&T Mobility Herlong	1		X								
	FCI Herlong	14		X	X					X	X	
	Frontier Telecomm. Herlong Central	2		X						X		
	Herlong Community Church	1										
	Herlong High School	4		X								
	Lassen County Public Works	1			X							
	Lassen Regional Solid Waste	4			X	X				X	X	
	Patton Substation	2			X							
	Sierra Primary School	7		X	X							
	Suburban Propane Herlong	1		X								
	U.S. Cellular Herlong	1									X	
	Verizon Wireless Herlong	2			X						X	

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous
			1	2	3	4	5	6	7	8	9	
Honey Lake												
	DFW Honey Lake Area	20		x	x	x						
Janesville												
	Frontier Telecomm. Janesville Central	2		x							x	
	Janesville Fire Protection District	4		x	x							
	Janesville Union Elementary School	3		x								
Lake Forest												
	Frontier Telecomm. Lake Forest Sub	2		x							x	
Likely												
	Frontier Telecomm. Likely Mtn. MW	2		x							x	
Litchfield												
	AT&T Mobility Shaffer Mountain	1		x								
	Bureau of Land Mft. Wild Horse...	4		x	x							
	Shoetree Compressor Stn. Tuscarora	6		x								
	Sierra Cascade Aggregate & Asphalt	6			x							
	Ward Lake Mine	19		x	x	x					x	x
Little Valley												
	Frontier Telecomm Little Valley CXR	1										x
McArthur												
	Big Valley Microwave Comms (COTP)	2		x							x	
	BNSF	1		x								
	Brookfield Malacha Hydro	8			x						x	
	Widow Mountain Microwave (COTP)	2		x							x	
Milford												
	Frontier Telecomm. Black Mt. MW	2		x							x	
	Milford Substation	2			x							
	Milford Yard	6			x							
	Verizon Wireless Black Mountain	1									x	
	U.S. Cellular Black Mountain Relo	2		x							x	

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous
			1	2	3	4	5	6	7	8	9	
Nubieber												
	E&G Logging, Inc.	11		X	X							
Old Station												
	Butte Lake Facilities	2	X								X	
Ravendale												
	Lassen County Road Dept. Dist. 5	9	X	X	X							
	U.S. Cellular Likely Mountain	2	X								X	
Sierra Army Depot												
		41			X							
Spaulding												
	Lassen Regional Solid Waste	2			X	X						
Standish												
	Frontier Telecomm. Standish Central	2	X								X	
	Lassen County Road Dept. Dist. 3	5	X	X								
	Sezzi Concrete and Materials, Inc.	4			X							
	Wayside Inn	4	X	X								
Susanville												
	A One Food Mart	4			X							
	Amerigas S003	1	X									
	Amerigas S004	1	X									
	AT&T Mobility Eagle Lake	1								X		
	AT&T Mobility Mt. Hamilton	2	X							X		
	Auto World	4			X	X					X	
	AutoZone #4015	11			X	X				X		Used soda ash
	Bagwell Springs	1	X									
	Beter Welding & Fabrication	5	X	X								
	Bureau of Land Mgt. (Wareyard)	5	X	X								
	C&S Waste Solutions of Lassen Co.	15	X	X								

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous		
			1	2	3	4	5	6	7	8	9			
Susanville cont.	Johnstonville Quality Foods	2			X									
	Kurt's Works	2			X									X
	Lassen Auto Parts (NAPA)	6			X						X			X
	Lassen Community College	22		X	X	X								
	Lassen County Adult Detention	5			X	X								X
	Lassen County Courthouse Annex	2			X									
	Lassen County Fair Grounds	6		X	X									
	Lassen Co. Juvenile Detention Fac.	2		X										
	Lassen County Mental Health	1			X									
	Lassen Co. Public Works-Admin.	2			X									
	Lassen Co. Public Works- Bldgs	1			X									
	Lassen Co. Public Works Girl Scout	1			X									
	Lassen County Road Dept. Dist. 2	19		X	X	X								X
	Lassen High School District	12		X	X	X								X
	Lassen Municipal Utility District	9			X	X								X
	Lassen Nursing & Rehab Center	1			X									
	Lassen Plumas Gas	2		X	X									
	Lassen Regional Solid Waste	7			X	X								X
	Lassen Rural Bus	5			X	X								X
	Leavitt Substation	2			X									
Les Schwab Tire Center	4											X	X	
LINCARE	1		X											
Main Street Lube	4			X	X									
MARUTI Susanville Corp.	4			X	X									
Mobil 1 Lube Express	10			X	X			X						
New Susanville Courthouse	3													
O'Reilly Auto Parts	8		X	X	X							X	X	
Owens Healthcare Medical Equip.	2		X											
Paul's Automotive	3			X									X	

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous		
			1	2	3	4	5	6	7	8	9			
Susanville cont.	PH Susanville	3		X	X									
	Pit Row Dismantlers	5			X	X								
	Poulsen Welding	4		X	X									
	Rental Guys	12		X	X							X		
	Rite Aid #6105	11		X	X			X	X			X	X	Empty RX containers, nicotine
	Rod's Transmission	1			X									
	Safeway Store	3		X										
	Schmidt Equipment Repair	5		X										
	Sezzi Concrete & Materials	7		X	X							X	X	
	Sierra Auction Service & Trailer...	5		X	X			X						
	Sierra Cascade Nursery	14		X	X							X	X	
	Steve's Last Minute Auto	2			X	X								
	Steve's Pumps and Well Drilling	10		X	X			X						
	Stoneco Construction	2			X								X	
	Stones Bengard Community Services	1			X									
	Susanville Aviation	5		X	X									
	Susanville Beacon	5			X									
Susanville Consolidated Sanitary	7			X							X			
Susanville Towing	9		X	X								X		
Susanville Towing - Cypress	8		X	X			X							
Susanville Towing Site II	4			X			X							
Susanville Transmission	4		X	X										
Tesoro/Mobil	6		X	X										
The Pardner	2													
TNS Trucking	8		X	X										
Tractor Supply Company	10		X	X								X	Sulfuric acid (core batteries)	
U.S. Cellular Grasshopper	2		X									X		
U.S. Cellular Hamilton Mountain	2		X									X		

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous	
			1	2	3	4	5	6	7	8	9		
Susanville cont.	U.S. Cellular Susanville	2		x								x	
	U.S. Cellular Susanville DT	2		x								x	
	Verizon Wireless Fredonia Peak	2			x							x	
	Verizon Wireless Hamilton Mtn.	3			x							x	x
	Verizon Wireless Susanville Ant.	1										x	
	Verizon Wireless Susanville Centr.	2			x							x	
	Walgreens	8		x			x					x	
	Walmart	13		x	x		x					x	x
	Zito	1		x									
Terro													
	Sierra Pacific	2		x								x	
	Verizon Wireless Ravendale	2			x							x	
	Verizon Wireless Three Peaks	2			x							x	
Vinton													
	Verizon Wireless Halleluja Jct.	2			x							x	
Wendel													
	HL Power Company	34										x	x
	Sierra Pacific	2		x								x	
	Verizon Wireless Shaffer Mt.	2			x							x	
	Wendel Energy Operations 1, LLC	3		x	x								

Appendix E: Business Plan Summaries by Location

Location	Name	# of Chemicals Reported	DOT Hazard Classes									Extremely Hazardous		
			1	2	3	4	5	6	7	8	9			
Westwood	Amerigas Propane-Westwood	1		X										
	CalFire, Westwood Station	3		X	X									
	California Highway Patrol Antelope Mtn.	1		X										
	Coffi's Auto Repair	4		X	X								X	
	Ed Staub & Sons Petroleum	3			X									
	Frontier Telecom. Westwood Central	2		X							X			
	Juniper Lake Facilities	3		X							X			
	Lassen Co. Public Works West.	2		X	X									
	Lassen County Road Dept. Dist. 1	8		X	X	X							X	
	Lassen Regional Solid Waste	4			X	X					X		X	
	Medici Logging, Inc.	15		X	X	X					X		X	
	Mt. Lassen Power, Inc.	33				X						X		
	PG&E Westwood Substation	3												
	Round Mountain Rock	4				X								
	Siera Super Stop 14	4		X	X	X								
	Westwood	9		X	X	X								
	Other													
PG&E Dyer Mtn. Cloud Seed Station		2		X										

Appendix F: Commodity Flows

Highway

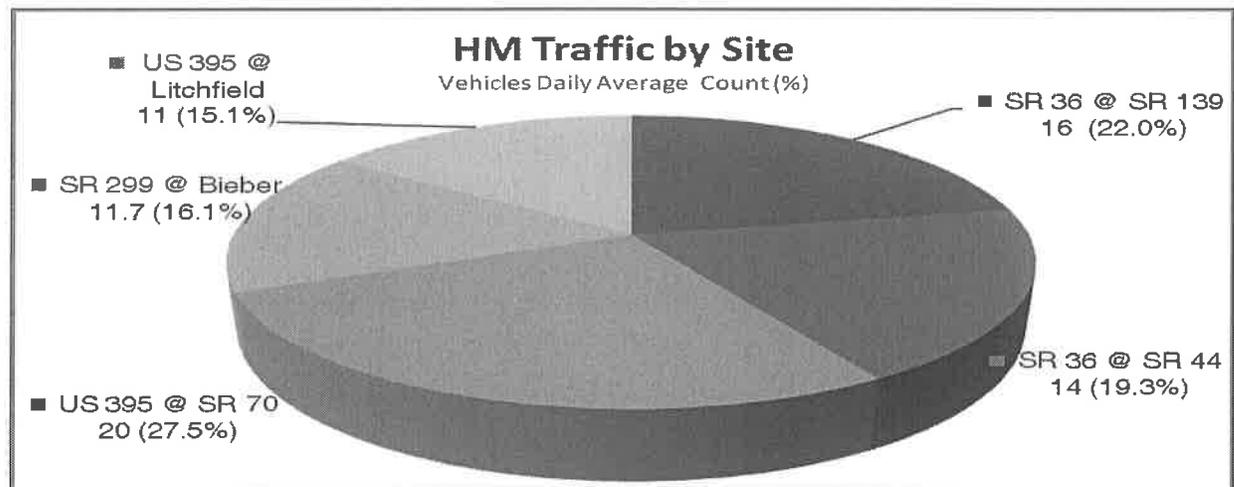
Between June and August of 2018 teams surveyed placarded hazardous materials vehicles at five locations specified by Lassen County HMAP stakeholders. Sites were selected based on their relatively high traffic volumes. At the suggestion of the stakeholder group, surveys were conducted during daytime hours on weekdays. Each site was surveyed for three 8-hour periods.

Placarded cargoes were logged by:

- Day of week and time of day
- Placard legend or UN ID number
- Vehicle type, of the most common types found on California highways

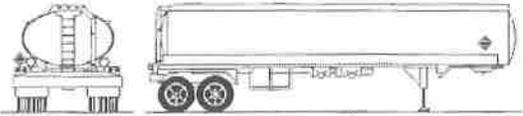
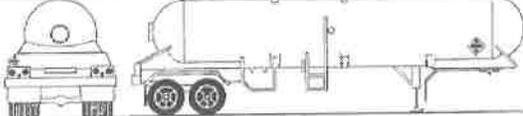
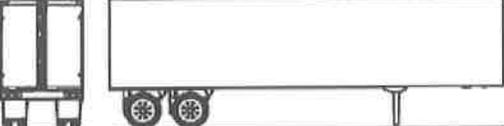
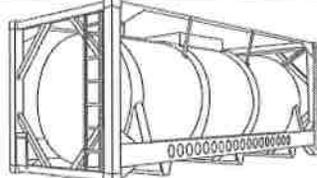
Dual trailers or combinations of the same type and cargo were counted as one vehicle.

Graph F1: Hazardous materials traffic counts by site



Appendix F: Commodity Flows

Table F1: Hazmat transport vehicle types recorded in Lassen County shown in descending frequency

Vehicle Type	Count (%)	Description
	121 (56%)	DOT 406 low pressure tank container: most commonly carries petroleum products and other liquids
	42 (19%)	MC 331 compressed gas cargo vehicle, most often carrying propane or ammonia
	35 (16%)	Box trailer: May carry products of any state (solid, liquid, or gas) and mixed loads. Multiple placards are most common on this type
	12 (6%)	Intermodal cargo containers may carry liquids or gasses in the design shown here, or solids/mixed cargoes in box type containers.
	4 (2%)	DOT 412 corrosives carrier transports strong acids, bases, and other heavy liquids
	4 (2%)	Miscellaneous/other trucks or trailers, including flatbed, stake truck, van, etc.

Appendix F: Commodity Flows

Table F2: Cargo Types shown in descending order of frequency

UN ID or Legend	Examples	Count (%)
1203	Gasoline, gasohol; diesel may be included in the cargo, not placarded separately	85 (39.0%)
1075	Propane, LPG, butane, butylenes, isobutene, etc.	33 (15.1%)
1993	Diesel fuel, fuel oil, combustible liquid, not otherwise specified (NOS)	20 (9.2%)
Flammable Liquid	Alcohols, lighter fluid, linseed oil,	15 (6.9%)
Corrosive	Sulfuric and hydrochloric acids, lye	14 (6.4%)
3257	Elevated temperature liquid $\geq 212^{\circ}\text{F}$	9 (4.1%)
Flammable/Corrosive	Paints, solvents, and related products combined	7 (3.2%)
1863	Jet fuel, Jet A	5 (2.3%)
Combined types	Flammable gas, nonflammable. gas, oxidizer combined	4 (1.8%)
Nonflammable Gas	Anhydrous ammonia	4 (1.8%)
1257	Casinghead gasoline (natural gasoline)	3 (1.4%)
Explosive	TNT, dynamite, ANFO	3 (1.4%)
Flammable Gas	Hydrogen, butane, methane, ethylene	3 (1.4%)
Oxygen	Medical or welding gas	3 (1.4%)
1915	Cyclohexanone industrial solvent	2 (0.9%)
2014	Hydrogen peroxide aqueous solution, 20-60%	2 (0.9%)
2187	Carbon dioxide, refrigerated	2 (0.9%)
1263	Paint, flammable	1 (0.5%)
1268	Petroleum distillates, not otherwise specified	1 (0.5%)
1605	Ethylene dibromide, a toxic/corrosive soil fumigant	1 (0.5%)
3336	Mercaptans, liquid, flammable	1 (0.5%)

Appendix F: Commodity Flows

Railroad

Table F3: Burlington Northern Santa Fe Top 20 Cargoes for the 12 month period ending July 2018

#	ID #	Shipping Name	DOT Hazard Class
1	1267	Petroleum Crude Oil	3
2	1075	Petroleum Gasses, Liquefied	2.1
3	3257	Elevated Temperature Liquid, N.O.S.	9
4	1075	Propane	2.1
5	1830	Sulfuric Acid	8
6	2055	Styrene Monomer, Stabilized	3
7	1789	Hydrochloric Acid	8
8	1075	Butane	2.1
9	1075	Sodium Hydroxide Solution	8
10	1824	Sulfuric Acid, Spent	8
11	1832	Hydrogen Peroxide, Stabilized	8
12	2015	Nitric Acid	8
13	2031	Alcohols, N.O.S.	8
14	1017	Chlorine	2.3
15	3077	Hazardous Waste, Solid, N.O.S.	9
16	2187	Carbon Dioxide, Refrigerated	2.2
17	2672	Ammonia Solutions	8
18	3295	Hydrocarbons, Liquid, N.O.S.	4
19	3295	Hydrocarbons, Liquid, NOS	3
20	1942	Ammonium Nitrate	5.1

Union Pacific Railroad Top 20 Cargoes for the 12 month period ending _____

#	ID #	Shipping Name	DOT Hazard Class

Data requested from UP; not received as of October 11, 2018

Appendix G: Glossary of HazMat Terms and Acronyms

Awareness Level Trained	First responders at the awareness level are those persons who, in the course of their normal duties may be the first on the scene of an emergency involving hazardous materials. First responders at the awareness level are expected to recognize hazardous materials presence, protect themselves, call for trained personnel, and secure the area. (NFPA 472)
Base	1) In chemistry, a hydroxide-containing corrosive material 2) In ICS/NIMS, a location for assembling equipment, apparatus, and personnel for primary support of incident activities
Basic Life Support	First aid measures done to assist a victim's breathing and heart action such as cardiopulmonary resuscitation
Biohazard	Infectious agents presenting a risk or potential risk to living organisms, either directly through infection or indirectly through disruption of the environment
Biological Agents	Biological materials that are capable of causing acute or long term damage to living organisms
Blasting Agent	A material designed for blasting found to be so insensitive that there is very little probability of accidental initiation to explosion or of transition from deflagration to detonation
BLEVE	Boiling Liquid Expanding Vapor Explosion: A container overpressure rupture with a release of energy, often rapidly and violently, accompanied by a release of gas to the atmosphere and propulsion of the container or container pieces
Boil	To change from a liquid state to a gaseous state
Boom	A floating physical barrier serving as a continuous obstruction to the spread of a contaminant
Business Plan	A written plan and inventory developed by a business for each facility, site, or branch that provides emergency response guidelines for a release of hazardous materials meeting the requirements of H&SC 25504
California Accidental Release Prevention Program (CalARP)	The federal Accidental Release Prevention (ARP) Program with added state-specific requirements
California Air Resources Board (CARB)	The State board that enforces and implements California and Federal air pollution control laws
California Department of Fish and Wildlife	The State department which enforces provisions of the State Fish and Game Code that prohibits pollution of habitats, waters and ocean waters; and acts as the State Liaison Officer at major off highway hazardous materials incidents

Appendix G: Glossary of HazMat Terms and Acronyms

California Department of Forestry and Fire Protection (CalFIRE)	A State department that protects rural wild lands and other areas not protected by a fire department and/or a fire protection district
California Department of Public Health (CDPH)	The State department containing the Radiological Health Branch, Office of Drinking Water and Office of Risk Assessment in addition to medical and health services
California Department of Toxic Substances Control (DTSC)	The State department responsible for regulation of storage, transport, treatment, and disposal of hazardous waste
California Department of Transportation (Caltrans)	The State department responsible for planning, designing, constructing, operating, and maintaining the State's highway system. It will ensure, in cooperation with other public and private agencies, the identification and containment of hazardous materials and restoration of orderly traffic flow. It will contract with cleanup companies to assist with cleanup.
California Environmental Protection Agency (Cal/EPA)	The State agency consisting of the Departments of Toxic Substances Control and Pesticide Regulation, the Office of Environmental Health Hazard Assessment, the Department of Water Resources and Regional Water Quality Control Boards, the Air Resources Board and the Integrated Waste Management Board. Cal/EPA sets the policy and direction that the member organizations pursue.
California Governor's Office of Emergency Services (CalOES)	The State agency responsible for administration of Health and Safety Code Chapter 6.95 and Title 19 CCR, and development of Statewide disaster response plans, and coordination of Statewide mutual aid; Operator of the State Warning Center
California State Fire Marshal (SFM)	A division of the Department of Forestry and Fire Protection responsible of protecting rural wild lands and other areas not protected by a fire department and/or a fire protection district. The State Fire Marshal also has primary responsibility for the safety of all interstate and intrastate hazardous liquid pipelines in California.
CAMEO	Acronym for Computer Aided Management of Emergency Operations developed by the National Weather Service
Carboy	A container, usually encased in a protective basket or crate, used to ship hazardous materials, particularly corrosives
CAS Identification Number	A number assigned to each unique chemical entity by the Chemical Abstract Service of the American Chemical Society

Appendix G: Glossary of HazMat Terms and Acronyms

Catalyst	A substance which, when present in a very small amount, increases the rate at which two or more chemicals react together
CERS	The California Environmental Reporting System (CERS) is the statewide web-based system that supports the electronic exchange of required Unified Program information among businesses, local governments and the U.S. EPA
Chemical Protective Clothing	Items such as clothing, hood, boots and gloves (fully-encapsulating suit) made from chemical-resistant materials that are designed and configured to protect the wearer from hazardous materials
CHEMTREC	The CHEMical TRansportation Emergency Center, a public service of the Chemical Manufacturers Association. Located in Washington D.C. Available 24 hours a day. (1-800-424-9300)
CHLOREP	The chlorine emergency plan, established by the Chlorine Institute, enables the nearest producer of chlorine to respond to an incident involving chlorine. (Contact is made through CHEMTREC)
CHRIS	Chemical Hazard Response Information System. Developed and maintained by the United States Coast Guard
Chronic	Occurring over a long time - many days or longer
Clandestine Laboratory	An operation consisting of a sufficient combination of apparatus and chemicals that either have been or could be used in the illegal manufacture/synthesis of controlled substances
Cleanup Company (Hazardous Waste)	A commercial business entity available for hire to specifically remove, transport, and/or dispose of hazardous wastes; and when appropriate, must meet California Highway Patrol and Department of Toxic Substances Control requirements
Cold Zone	The area outside of the warm zone. Equipment and personnel are not expected to become contaminated in this area. This is the area where resources are assembled to support the hazardous materials operation.
Combustion	The process of burning
Combustible Liquid	Liquids with a flashpoint above 100 ^o F. (49 CFR 173.120 (b)(2))
Command Post	The location from which the primary command functions are executed, usually co-located with the incident base
Community Right-to-Know	Legislation requiring business establishments to provide chemical inventory information to local agencies or the public
Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)	Known as CERCLA or SUPERFUND, it addresses hazardous substance releases into the environment and the cleanup of inactive hazardous waste sites. It also requires those who release hazardous substances, as defined by the Environmental Protection Agency (EPA), above certain levels (known as "reportable quantities") to notify the National Response Center

Appendix G: Glossary of HazMat Terms and Acronyms

Compressed Gas	A gas which exerts a pressure of at least 41 psi in the container in which it is stored
Concentration	The amount of one substance mixed or dissolved in a specified amount of a second substance
Confined Space	A space that has limited openings for entry and exit and has poor natural ventilation
Confinement	Actions taken to keep a material in a defined or local area after it is released
Container	Anything that holds material, including storage tanks, pipelines and packaging (drums, carboys, etc)
Contaminated	Containing potentially harmful material
Contamination	A release of hazardous material from its source to people, animals, the environment or equipment
Contamination Reduction Zone (Warm Zone)	The area of moderate hazard where threat of contamination spread to the immediate surrounding area is low. It is the area immediately outside of the inner hot zone. Sometimes called the Decontamination Corridor
Contingency Plan	A pre-planned document presenting an organized and coordinated plan of action to limit potential pollution in case of fire, explosion, or discharge of hazardous materials; defines specific responsibilities and tasks
Control Zones	The designation of areas at a hazardous materials incident based upon safety and the degree of hazard. (NFPA 472, sections 1-3) (See Support Zone, Warm Zone, Hot Zone, and Decontamination Corridor)
Corrosive	Any material which causes visible damage or irreversible alteration of human tissue (skin, eyes, etc.) at the site of contact or causes metals or plastics to corrode at a rapid rate
Cost Recovery	A procedure that allows for the agency having jurisdiction to pursue reimbursement for all costs associated with a hazardous materials incident. (Sacramento Fire Department HMRT)
CPR	Cardiopulmonary Resuscitation an emergency procedure used to maintain and restore breathing and blood circulation
Cryogenic	Gases, usually liquefied, that induce freezing temperatures of -150° F and below (liquid oxygen, liquid helium, liquid natural gas, liquid hydrogen, etc.)
CUPA	Certified Unified Program Agencies are local agencies certified by the Secretary of the California Environmental Protection Agency (CalEPA) to implement the CalEPA Unified Program elements in the CUPA's jurisdiction. This includes monitoring inventory reporting, conducting inspections, and issuing some permits.

Appendix G: Glossary of HazMat Terms and Acronyms

Damming	A procedure consisting of constructing a dike or embankment to totally immobilize a flowing waterway contaminated with a liquid or solid hazardous substance
Dangerous When Wet	A material that in contact with water or moisture may produce flammable gases. In some cases, these gases are capable of spontaneous combustion
Declared Emergency	An action taken by a jurisdiction according to the California Emergency Services Act and local ordinances in response to the impact of a real or threatened hazard that exceeds local resources.
Decompose	Breaking apart into smaller different chemicals
Decontamination	The removal of a hazardous material from a victim or equipment
Decontamination Area or Decontamination Corridor	A distinct area within the warm zone that functions as a protective buffer and bridge between the hot zone and the cold zone, where decontamination stations and personnel are located to conduct decontamination procedures
Deforming	Changing shape
Deluge	A flooding quantity of water
Department of Defense (DOD)	The Federal entity that provides the military forces needed to deter war and protect the security of the U.S.
Department of Energy (DOE)	The Federal agency which, among other activities, regulates energy production, and provides guidance and training for emergency response to pipeline emergencies and radiologic materials
Detonate	The rapid decomposition of an explosive material leading to a rapidly moving wave of high temperature and high pressure. May be started by impact, friction or heat
Dike	Barrier constructed to hold back a spill or leak
Disperse	To scatter in different directions
Diversion	The intentional, controlled movement of a hazardous material to relocate it into an area where it will pose less harm to the community and the environment. (Sacramento Fire Department HMRT)
Dose	The amount of substance ingested, absorbed, and/or inhaled per exposure period
DOT	An acronym for United States Department of Transportation
Emergency Medical Services (EMS)	Functions as required to provide emergency medical care for ill or injured persons by trained providers. Usually considered to span from 9-1-1 call through first response, transportation, and emergency department care

Appendix G: Glossary of HazMat Terms and Acronyms

Emergency Operations Center (EOC)	The secured site where government officials exercise centralized coordination in an emergency. The EOC serves as a resource center and coordination point for additional field assistance. It also provides executive directives to and liaison for State and federal government representatives, and considers and mandates protective actions
Emergency Operations Plan	A document that identifies the available personnel, equipment, facilities, supplies, and other resources in the jurisdiction, and states the method or scheme for coordinated actions to be taken by individuals and government services in the event of natural, man-made, and attack related disasters
Emergency Reserve Account for Hazardous Material Incidents	A fund administered by the California Department of Toxic Substances Control to finance actions only for the purpose of remediation or prevention of threats of fire, explosion or human health hazards resulting from a release or potential release of a hazardous substance. (Health and Safety Code 25354)
Emergency Response	Response to any occurrence which has or could result in a release of a hazardous substance. (8 CCR 5192), (19 CCR 2402)
Emergency Response Organization	An organization that utilizes personnel trained in emergency response (19 CCR 2402)
Emergency Response Personnel	Personnel assigned to organizations that have the responsibility for responding to different types of emergency situations. (NFPA 1991, 1-3)
Entry Point	A specified and controlled location where access into the hot zone occurs at a hazardous materials incident
Entry Team Leader	The entry leader is responsible for the overall entry operations of assigned personnel within the hot zone
Environmental Protection Agency (EPA)	Federal and State agencies charged with protection of the environment, including control and abatement of pollution in the areas of water, air, solid waste, pesticides, and radiation. USEPA's mandate is to mount an integrated, coordinated attack on environmental pollution in cooperation with State and local governments
Evacuation	The removal of potentially endangered, but not yet exposed, persons from an area threatened by a hazardous materials incident
Exclusion Zone	An area immediately surrounding a hazardous materials incident, which extends far enough to prevent adverse effects from hazardous materials releases to personnel outside the zone. This zone is also referred to as the "hot zone", the "red zone", and the "restricted zone" in other documents

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Explode	The rapid expansion of a material or container with the release of energy, heat and/or pressure
Explosive	Any chemical compound, mixture, or device, of which the primary or common purpose is to function by explosion, i.e., with substantial instantaneous release of gas and heat. (49 CFR 173.50)
Explosive Ordnance Disposal (EOD)	Military or civilian bomb squads, who typically identify suspected or confirmed explosive devices and render them safe
Exposure	The potentially harmful interaction with a chemical, not necessarily involving contamination, e.g, inhaling a vapor is an exposure, even without physical presence of the chemical on the skin or clothing
Extremely Hazardous Substances (EHS)	Environmental Protection Agency (EPA) uses this term for chemicals which must be reported pursuant to SARA, Title III. The list of these substances and the threshold planning quantities are identified in 40 CFR 355. Releases of extremely hazardous substances as defined by EPA must be reported to the National Response Center. In California, the term Acutely Hazardous Material (AHM) is used. They are identical to the EHS in 40 CFR.
Extremely Hazardous Waste	Any hazardous waste or mixture of hazardous wastes which, if human exposure should occur, may likely result in death, disabling injury or serious illness caused by the hazardous waste or mixture of hazardous wastes because of its quantity, concentration or chemical characteristics
FEMA	An acronym for United States Federal Emergency Management Agency
Fire Fighting Gear	Turnout gear including footwear, trousers, a coat, gloves, a helmet, and respiratory protection. (NFPA 472)
First Responder, Awareness Level	Individuals who are likely to witness or discover a hazardous substance release who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release. (8 CCR 5192(q)(6))
First Responder, Operations Level	Individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures. (8 CCR 5192(q)(6))

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Flammable	In this volume, defined as the equivalent of NFPA Flammability Hazard Class 1
Very Flammable	In this volume, defined as the equivalent of NFPA Flammability Hazard Class 2
Highly Flammable	In this volume, defined as the equivalent of NFPA Flammability Hazard Class 3
Extremely Flammable	In this volume, defined as the equivalent of NFPA Flammability Hazard Class 4
Flammable Liquid	Any liquid having a flash point below 100 ^o F
Flammable Solid	Any solid material, other than one classed as an explosive, which under conditions normally incident to transportation is liable to cause fires through friction, retains heat from manufacturing or processing, or which can be ignited readily and when ignited burns so vigorously and persistently as to create a serious transportation hazard. Included in this class are spontaneously combustible and water-reactive materials. (49 CFR 173.150)
Flashpoint	The lowest temperature at which the vapor of a substance will catch on fire. It will not continue to burn without the addition of more heat. The flashpoint is lower than the ignition temperature
Fog	Liquid particles dispersed in air
Freeze	To change from a liquid state to a solid state
Frostbite	Injury caused to skin or other tissue by very cold materials, e.g. compressed gasses leaving containment quickly
Fumes	Airborne dispersion consisting of minute solid particles arising from the heating of a solid material such as lead, in distinction to a gas or vapor. This physical change is often accompanied by a chemical reaction, such as oxidation. Fumes flocculate and sometimes coalesce. Odorous gases and vapors should not be called fumes
Gas	A state of matter in which the material can expand and contract in response to pressure or temperature
Hazard	Any situation that has the potential for causing damage to life, property, and/or the environment
Hazard Class	The classification of hazardous materials as categorized and defined by the Department of Transportation in 49 CFR. The Hazardous Materials Table (49 CFR Part 172.101) designates specific materials as hazardous for the purpose of transportation. It also classifies each material and specifies requirements pertaining to its packaging, labeling, and transportation

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Hazardous Material	A substance or combination of substances which, because of quantity, concentration, physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in deaths or serious illness; and/or pose a substantial present or potential hazard to humans or the environment
Hazardous Substance	Hazardous Substance, as used by the California Department of Toxic Substances Control, encompasses every chemical regulated by both the Department of Transportation (hazardous materials) and the Environmental Protection Agency (hazardous waste), including emergency response (8 CCR 5192)
Hazardous Waste	1) Waste materials or mixtures of waste which require special handling and disposal because of their potential to damage health and/or the environment; 2) The Environmental Protection Agency uses the term hazardous waste for chemicals that are regulated under the Resource Conservation and Recovery Act and are listed in 40 CFR 261.33 (d). Environmental Protection Agency or California Department of Toxic Substances Control regulated hazardous waste, when in transport, must also meet 49 CFR parts 170 through 179. California's list of hazardous waste is more inclusive than EPA's
Hazmat Incident	Actual or potential unplanned release of a hazardous material
HAZWOPER	Name given to the 29CFR 1910.120 regulation entitled Hazardous Waste OPeration and Emergency Response
Hygroscopic	A substance that has the property of absorbing moisture from the air, such as silica gel
Hypergolic	Two chemical substances that spontaneously ignite upon mixing
HVAC	An acronym for Heating, Ventilating, and Air Conditioning systems
Hot Zone	An area immediately surrounding a hazardous materials incident, which extends far enough to prevent adverse effects from hazardous materials releases to personnel outside the zone. This zone is also referred to as the "exclusion zone", the "red zone", and the "restricted zone" in other documents.
ICS	An acronym for Incident Command System
Ignition Temperature	The minimum temperature at which a material will initiate or maintain combustion. The ignition temperature is higher than the flashpoint
Immediately Dangerous to Life or Health (IDLH)	An atmospheric concentration of any toxic, corrosive or asphyxiant substance that poses an immediate threat to life or would cause irreversible or delayed adverse health effects or would interfere with an individual's ability to escape from a dangerous atmosphere. (8 CCR 5192(a)3)

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Incident Action Plan (IAP)	A plan developed at the field response level which contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written
Incident Commander (IC)	The individual responsible for the management and coordination of all incident operations at the field level
Incident Command Post	The location from which the primary command functions are executed, usually co-located with the incident base
Incident Command System (ICS)	The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident
Ingestion	The process of taking substances such as food, drink, and medicine into the body through the mouth
Inhalation	Breathing a chemical into the lung
Inhibited	Containing a small amount of another substance included to prevent the first material from reacting with itself or other things in its environment
Insoluble	Not able to be dissolved
Irritant	A material that has an anesthetic, irritating, noxious, toxic, or other similar property that can cause extreme annoyance or discomfort. (49 CFR)
Isolation (of a Scene)	Preventing persons and equipment from becoming exposed to a release or threatened release of a hazardous material by the establishment of site control zones
Irritant	A material that has an anesthetic, irritating, noxious, toxic, or other similar property that can cause extreme annoyance or discomfort. (49 CFR)
LEPC	An acronym for Local Emergency Planning Committee, a committee appointed by a State emergency response commission as required by SARA Title III, to formulate a comprehensive emergency plan for its corresponding Office of Emergency Services mutual aid region

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Level of Incident	<p>Level 1: Hazardous materials incidents which can be correctly contained, extinguished, and/or abated utilizing equipment, supplies, and resources immediately available to first responders having jurisdiction, and whose qualifications are limited to and do not exceed the scope of training at the First Responder Operational Level</p> <p>Level 2: Hazardous materials incidents which can only be identified, tested, sampled, contained, extinguished, and/or abated utilizing the resources of a Hazardous Materials Response Team at the Hazardous Materials Technician Level</p> <p>Level 3: A hazardous materials incident which is beyond the controlling capabilities of a Hazardous Materials Response Team (Technician or Specialist Level) and/or requires the use of two or more Hazardous Materials Response Teams; and/or must be additionally assisted by qualified specialty teams or individuals</p>
Level of Protection	<p>In addition to appropriate respiratory protection, designations of types of personal protective equipment to be worn based on NFPA standards</p> <p>Level A: Vapor protective suit for hazardous chemical emergencies</p> <p>Level B: Liquid splash protective suit for hazardous chemical emergencies</p> <p>Level C: Limited use protective suit for hazardous chemical emergencies</p> <p>Level D: Ordinary work clothes</p>
Localized Exposure	Contact with a limited area, usually an external body surface
Lower Explosive Limit (LEL)	The lowest concentration of the material in air that can be detonated by spark, shock, or fire, etc.
Marking	The required descriptive name, instructions, cautions, weight, or specifications or combination thereof on containers of hazardous materials/hazardous waste
Material Safety Data Sheet (MSDS)	Documentation provided by the manufacturer of a material about its physical and chemical properties, hazards associated with its use, effects on humans and the environment, first aid measures, and spill/fire response guidance. Sometimes referred to as Safety Data Sheet (SDS)
Melting Point	The temperature at which a material changes from a solid to a liquid

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Mist	Suspended liquid droplets generated by condensation from the gaseous to the liquid state or by breaking up a liquid into a dispersed state, such as by splashing, foaming, or atomizing. A mist is formed when a finely divided liquid is suspended in air
Mitigation	Any action employed to contain, reduce, or eliminate the harmful effects of a spill or release of a hazardous material
Monitor	In fire service, a self supporting fire fighting nozzle which can function unattended and delivers a large volume of fire suppressant material
Monitoring	The act of systematically checking to determine contaminant levels and atmospheric conditions
Mutual Aid	An agreement to supply, if available, specifically agreed upon aid or support in an emergency situation between two or more agencies, jurisdictions, or political sub-divisions without the expectation of reimbursement
National Fire Protection Association (NFPA)	An international voluntary membership organization to promote improved fire protection and prevention, establish safeguards against loss of life and property by fire, and writes and publishes the American National Standards
National Institute for Occupational Safety and Health (NIOSH)	A Federal agency which, among other activities, tests and certifies respiratory protective devices, air sampling detector tubes, and recommends occupational exposure limits for various substances
National Response Center (NRC)	A communications center operated by the United States Coast Guard located in Washington, DC. The NRC provides information on suggested technical emergency actions, and must be notified by the spiller within 24 hours of any spill of a reportable quantity of a hazardous substance
National Weather Service (NWS)	The agency responsible to serve as scientific support coordinator for a federal on scene coordinator. Assists in oil spill and air toxics modeling and meteorological monitoring and oceanic research. Can provide spot weather forecasts during emergencies
Neurotoxic	A substance that negatively affects the nervous system
Neutralization	The process by which acid or alkaline properties of a solution are altered by addition of certain reagents to bring the hydrogen and hydroxide concentrations to equal value (pH 7 is neutral)
Non-flammable	Not capable of being burned under normal conditions
North American (NA) Identification Number	A four-digit number assigned to some chemicals found in transport in North America, and identical to United Nations (UN) ID numbers

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Not Otherwise Specified (NOS or n.o.s.)	In shipping regulations, the term is used for classes of substances to which restrictions apply, but for which the individual members of the class are not listed in the regulations
Odor Threshold	The lowest concentration in the atmosphere which can be detected by the human sense of smell. Often a poor indicator of toxicity risk.
Oil	Any of numerous mineral, vegetable, and synthetic substances and vegetable and animal fats that are generally slippery, combustible, viscous, liquid or liquefiable at room temperature
On-Scene Coordinator (OSC)	As explained in the National Contingency Plan, it is the pre-designated Federal official who coordinates Federal activities at a hazardous material incident, and monitors the incident for compliance with Federal pollution laws
Operations Level Trained	First responders at the operational level are those persons who respond to releases or potential releases of hazardous materials as part of the initial response to the incident for the purpose of protecting nearby persons, the environment, or property from the effects of the release. They shall be trained to respond in a defensive fashion to control the release from a safe distance and keep it from spreading. (ANSI/NFPA 472)
Oral Toxicity	Adverse effects resulting from taking a substance into the body through the mouth
Organic Peroxide	Strong oxidizers, often chemically unstable, containing the -o-o- structure. They react readily with solvents or fuels resulting in an explosion or fire
OSHA	An acronym for Occupational Safety and Health Administration. The Federal Level 1s commonly referred to simply as OSHA; the California State agency is CalOSHA
Oxidizer	A chemical, other than a blasting agent or explosive, that initiates or promotes combustion in other materials thereby causing fire either of itself or through the release of oxygen or other gases
Oxygen Deficient Atmosphere	An atmosphere which contains an oxygen concentration less than 19.5 % by volume at sea level. Operations in this atmosphere require SCBA or supplied air
Pacific Strike Team	The National Strike Force pollution control team equipped and trained to assist in responses to oil or chemical incidents occurring in the western United States and administered by the United States Coast Guard
Parts Per Billion (ppb)	A unit for measuring the concentration of a particular substance equal to one (1) unit combined with 999,999,999 other units
Parts Per Million (ppm)	A unit for measuring the concentration of a particular substance equal to one (1) unit combined with 999,999 other units
Peroxide	Chemicals which contain two oxygen atoms bound together. Often explosive

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Personal Protective Equipment (PPE)	Equipment provided to shield or isolate a person from the chemical, physical, and thermal hazards that may be encountered at a hazardous materials incident. Adequate personal protective equipment should protect the respiratory system, skin, eyes, face, hands, feet, head, body, and hearing. Personal protective equipment may include chemical protective clothing, self contained positive pressure breathing apparatus, and air purifying respirators. (NFPA 472, 1-3)
Pesticide	A chemical or mixture of chemicals used to destroy, prevent, or control any living organism considered to be a pest
pH	A numerical designation of the negative logarithm of hydrogen ion concentration. A pH of 7.0 is neutrality; higher values indicate alkalinity and lower values indicate acidity
Placard	A sign or symbol designed to be hung on a wall, container or vehicle containing warning information to convey the level of hazard
Plume	A vapor, liquid, dust or gaseous cloud formation which has shape and buoyancy
Poison Control Centers	A center available 24 hours a day to provide immediate health effects, scene management, victim decontamination, and other emergency medical treatment advice for hazardous materials emergencies
Pollution	Contamination of air, water, land, or other natural resources that will or is likely to create a public nuisance and cause health and environmental harm
Polychlorinated Biphenyl (PCB)	One of several aromatic compounds containing two benzene nuclei with two or more chlorine atoms, often found in electrical transformer cooling oil
Polymerization	A chemical reaction, usually carried out with a catalyst, heat, or light, and often under high pressure, which generates high temperature and when uncontrolled may be violent
Post-Incident Analysis	The termination phase of an incident that includes completion of the required forms and documentation for conducting a critique. See also After Action Report
Pre-incident Planning	The process associated with preparing for the response to a hazard by developing plans, identifying resources, conducting exercises, and other techniques to improve an agency's or organization's response capabilities
Pulmonary	Pertaining to the lungs
Pungent	Sharp or irritating
Pyrophoric	A substance that ignites spontaneously in dry or moist air at or below 130° F

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Radiation Absorbed Dose (RAD)	A basic unit of absorbed dose of ionizing radiation
Radioactive	The spontaneous disintegration of unstable nuclei accompanied by emission of ionizing radiation
Regional Water Quality Control Board (RWQCB)	This agency in conjunction with the State Water Resources Control Board (SWRCB) is charged with managing statewide water quality
Release, Threatened Release	The actual or potential spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, including the abandonment or discarding of barrels, containers, and other closed receptacles of any hazardous material
Remedial Action	Actions taken to mitigate the effects of a release or threatened release of a hazardous material to protect health or the environment
Reportable Incident	Any incident that has or may impact the public health, safety or the environment, or is otherwise required by law to be reported
Reportable Quantity (RQ)	The designated amount of a specific material that if spilled or released requires immediate notification to the National Response Center (NRC)
Rescue	The removal of victims from an area determined to be contaminated or otherwise hazardous by appropriately trained and equipped personnel
Residue	A material remaining in a package after its contents have been emptied and before the packaging is refilled, or cleaned and purged of vapor to remove any potential hazard
Response	That portion of incident management in which personnel are involved in controlling a hazardous materials incident
Responsible Party (RP)	A legally recognized entity (person, corporation, business, or partnership, etc.) that has a legally recognized status of financial accountability and liability for action necessary to abate and mitigate adverse environmental and human health and safety impacts resulting from a non-permitted release or discharge of hazardous material; the person or agency found legally accountable for the cleanup of the incident
Risk	A measure of the chances that damage to life, property, or the environment will occur if a hazard occurs. Risk includes consideration of the severity of the damage
Risk Analysis	A process to analyze the probability that harm may occur to life, property, and the environment and to note the risks to be taken to identify the incident objectives. A key component to action planning

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Risk Management	Decision-making process which involves such considerations as risk assessment, technological feasibility, economic information about costs and benefits, statutory requirements, public concerns, and other factors
Roentgen	A measure of the charge produced in air created by ionizing radiation, usually in reference to gamma radiation
Roentgen Equivalent Man (REM)	The unit of dose equivalent; takes into account the effectiveness of different types of radiation
Runoff	Excess water produced during fire fighting, wet decontamination, or from rain
Rupture	The physical failure of a container or mechanical device, releasing or threatening to release a hazardous material. (Sacramento Fire Department HMRT)
SARA Title III	Superfund Amendments and Reauthorization Act of 1986. Title III of SARA, the Emergency Planning and Community Right-to-Know Act of 1986, includes detailed provisions for community planning
SCBA	An acronym for Self Contained Breathing Apparatus. SCBA includes a seal tested mask, positive pressure regulator and a pressurized air supply
Scene	The location impacted or potentially impacted by a hazard
Sheltering In Place/In Place Protection	Protect people without evacuating by keeping them inside a building with windows and doors closed and external ventilation systems shut off until a hazardous situation has resolved
Shipping Papers	Generic term used to refer to documents that must accompany all shipments of goods for transportation. These include Uniform Hazardous Waste Manifests, Bills of Lading, Consists, etc. Shipping papers are intended to identify and describe what hazardous materials are contained within the shipment
Smoke	An air suspension (aerosol) of particles, often originating from combustion or sublimation
Solubility	The ability or tendency of one substance to blend uniformly with another
Solvents	A liquid substance capable of dissolving or dispersing one or more other substances to form a uniformly dispersed mixture
Spill	The release of a liquid, powder, or solid hazardous materials in a manner that poses a threat to air, water, ground, and to the environment. (See Incident)
Spontaneously Combustible	A substance that ignites spontaneously in dry or moist air at or below 130 ^o F. Pyrophoric
Stabilization	The period of an incident where the adverse behavior of the hazardous material is controlled. (NFPA 472, 1-3)

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Staging Area	The area established for temporary location of available resources closer to the incident site to reduce response time
State Warning Center (OES Warning Center)	The Governor's Office of Emergency Services Warning Center facilitates emergency communications with government agencies at all levels. The Warning Center monitors seismic activity, weather and other conditions that could cause a disaster and is the central reporting office for any release or threatened release of a hazardous material. The Warning Center is the initial point in the state where coordination begins to mobilize federal, state and local agencies during a disaster.
STCC Identification Numbers	An acronym for Standard Transportation Commodity Code. A seven-digit identification number commonly used for materials shipped by rail. Numbers beginning with 49- are hazardous materials
Sublime or Sublimation	To change from a solid state to a gaseous state without becoming a liquid, e.g. dry ice converting directly to carbon dioxide gas
Superfund Amendment & Reauthorization Act (SARA)	Created for the purpose of establishing Federal statutes for right-to-know standards, emergency response to hazardous materials incidents, re-authorized the Federal superfund, and mandated States to implement equivalent regulations/requirements
Support Zone	The area outside of the warm zone. Equipment and personnel are not expected to become contaminated in this area. This is the area where resources are assembled to support the hazardous materials operation
Synergistic Effect	The combined effect of two chemicals which is greater than the sum of the effect of each agent alone
Systemic	Pertaining to the internal organs and structures of the body
Systemic Toxic Exposure	Toxic effects to the body as a whole spreading via the bloodstream and often displaying delayed symptoms
Technical Specialist – HazMat Reference	Person assigned to document activities of the Hazardous Material Team and gather information relevant to the chemicals involved and their hazards
Teratogen	A substance or agent that can result in malformations of a fetus
Termination	That portion of incident management where personnel are involved in documenting safety procedures, site operations, hazards faced, and lessons learned from the incident. Termination is divided into three phases- Debriefing, Post-Incident analysis, and Critique. (NFPA 472, 1-3) (See Post-Incident Analysis)
Threshold	The point where a physiological or toxicological effect begins to be produced by the smallest degree of stimulation

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Toxic	Poisonous; relating to or caused by a toxin; able to cause injury by contact or systemic action to plants, animals or people
UN Identification Number	An international four-digit number assigned to all hazardous materials regulated by the United Nations. Identical to North America (NA) ID numbers
Upper Explosive Limit (UEL)	The highest concentration of the material in air that can be detonated
Vapor	An air dispersion of molecules of a substance that is normally a liquid or solid at standard temperature and pressure
Volatile	Easily changing from a liquid to a vapor
Vulnerability	The susceptibility of life, the environment, and/or property, to damage by a hazard
Warm Zone	The area where personnel and equipment decontamination and hot zone support takes place. It includes control points for the access corridor and thus assists in reducing the spread of contamination. This is also referred to as the “decontamination”, “contamination reduction”, “yellow zone”, or “limited access zone” in other documents
Water Reactive	Having properties of, when contacted by water, reacting violently, generating extreme heat, burning, exploding, or rapidly reacting to produce an ignitable, toxic, or corrosive mist, vapor, or gas

Title 8. Industrial Relations

Division 1. Department of Industrial Relations

Chapter 4. Division of Industrial Safety

Subchapter 7. General Industry Safety Orders

Group 16. Control of Hazardous Substances

Article 109. Hazardous Substances and Processes

§ 5192. HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE.

(q) Emergency Response to Hazardous Substance Releases: This subsection covers employers whose employees are engaged in emergency response no matter where it occurs except that it does not cover employees engaged in operations specified in subsections (a)(1)(A) through (a)(1)(D) of this section. Those emergency response organizations who have developed and implemented programs equivalent to this subsection for handling releases of hazardous substances pursuant to Section 303 of the Superfund Amendments and Reauthorization Act of 1986 (Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11003) shall be deemed to have met the requirements of this subsection.

(1) Emergency response plan: An emergency response plan shall be developed and implemented to handle anticipated emergencies prior to the commencement of emergency response operations. The plan shall be in writing and available for inspection and copying by employees, their representatives, and Division personnel. Employers who will evacuate their employees from the danger area when an emergency occurs, and who do not permit any of their employees to assist in handling the emergency, are exempt from the requirements of this subsection if they provide an emergency action plan in accordance with 8 CCR 3220.

(2) Elements of an emergency response plan: The employer shall develop an emergency response plan for emergencies which shall address, as a minimum, the following to the extent that they are not addressed elsewhere:

(A) Pre-emergency planning and coordination with outside parties.

(B) Personnel roles, lines of authority, training, and communication.

(C) Emergency recognition and prevention.

(D) Safe distances and places of refuge.

(E) Site security and control.

(F) Evacuation routes and procedures.

(G) Decontamination.

(H) Emergency medical treatment and first aid.

(I) Emergency alerting and response procedures.

(J) Critique of response and follow-up.

(K) Personal protective equipment (PPE) and emergency equipment.

(L) Emergency response organizations may use the local emergency response plan or the state emergency response plan or both, as part of their emergency response plan, to avoid duplication. Those items of the emergency response plan that are being properly addressed by the SARA Title III plans may be substituted into their emergency plan or otherwise kept together for the employer and employee's use.

Appendix H: California HazMat Training Requirements

(3) Procedures for handling emergency response.

(A) The senior emergency response official who has ultimate site control responsibility shall confirm that the Incident Command System (ICS) is in place and the position of Incident Commander (IC) instituted.

All emergency responders and their communications shall be coordinated and controlled through the ICS.

NOTE TO (q)(3)(A): The "senior official" at an emergency response is the most senior official on the site who has the responsibility for controlling the operations at the site until the emergency response official who is determined to have ultimate incident control authority arrives. Initially it is the senior officer on the first-due piece of responding emergency apparatus to arrive on the incident scene, usually a police or fire vehicle. As more senior officials arrive the position is passed up the line of authority which has been previously established. As there may be several separate spheres of responsibility at a given site (police, fire, CalTrans, for example), there may be several "senior officials," each responsible for his/her own employees. The "senior emergency response official" who will have ultimate site control responsibility is established in the Hazardous Material Incident Contingency Plan for the State of California (January 1991), promulgated by the State Office of Emergency Services (OES) as directed by Health and Safety Code, Sec. 25503 (HS 25503), and California Code of Regulations, Title 19, Division 2 (19 CCR, Div. 2: Office of Emergency Services) and in coordination with the various city and county, i.e., area emergency response plans.

(B) The individual in charge of the ICS shall identify, to the extent possible, all hazardous substances or conditions present and shall address as appropriate site analysis, use of engineering controls, maximum exposure limits, hazardous substance handling procedures, and use of any new technologies.

(C) Based on the hazardous substances and/or conditions present, the individual in charge of the ICS shall implement appropriate emergency operations, and assure that the PPE worn is appropriate for the hazards to be encountered. However, PPE shall meet, at a minimum, the criteria contained in 8 CCR 3401-3408 when worn while performing fire fighting operations beyond the incipient stage for any incident.

(D) Employees engaged in emergency response and exposed to hazardous substances presenting an inhalation hazard or potential inhalation hazard shall wear positive pressure self-contained breathing apparatus (SCBA) while engaged in emergency response, until such time that the individual in charge of the ICS determines through the use of air monitoring that a decreased level of respiratory protection will not result in hazardous exposures to employees.

(E) The individual in charge of the ICS shall limit the number of emergency response personnel at the emergency site in those areas of potential or actual exposure to incident or site hazards, to those who are actively performing emergency operations. However, operations in hazardous areas shall be performed using the buddy system in groups of two or more.

(F) Back-up personnel shall stand by with equipment ready to provide assistance or rescue, and shall not engage in activities that will detract from that mission. Back-up personnel shall be protected, at a minimum, as the same level as the entry team. Advance first aid support personnel, at a minimum, shall also stand by with medical equipment and transportation capability.

Appendix H: California HazMat Training Requirements

(G) The individual in charge of the ICS shall designate a safety official, who is knowledgeable in the operations being implemented at the emergency response site, with specific responsibility to identify and evaluate hazards and to provide direction with respect to the safety of operations for the emergency at hand.

(H) When activities are judged by the safety official to be an IDLH condition and/or to involve an imminent danger condition, the safety official shall have the authority to alter, suspend, or terminate those activities. The safety official shall immediately inform the individual in charge of the ICS of any actions needed to be taken to correct these hazards at the emergency scene.

(I) After emergency operations have terminated, the individual in charge of the ICS shall implement appropriate decontamination procedures.

(J) When deemed necessary for meeting the tasks at hand, approved SCBA may be used with approved cylinders from other approved SCBA, provided that such cylinders are of the same capacity and pressure rating. All compressed air cylinders used with SCBA shall meet U. S. Department of Transportation (DOT) and National Institute for Occupational Safety and Health (NIOSH) criteria.

(4) Skilled support personnel: Personnel, not necessarily an employer's own employees, who are skilled in the operation of certain equipment, such as mechanized earth moving or digging equipment or crane and hoisting equipment, and who are needed temporarily to perform immediate emergency support work that cannot reasonably be performed in a timely fashion by an employer's own employees, and who will be or may be exposed to the hazards at an emergency response scene, are not required to meet the training required in this subsection for the employer's regular employees.

However, these personnel shall be given an initial briefing at the site prior to their participation in any emergency response. The initial briefing shall include instruction in the wearing of appropriate personal protective equipment, what chemical hazards are involved, and what duties are to be performed. All other appropriate safety and health precautions provided to the employer's own employees shall be used to assure the safety and health of these support personnel.

(5) Specialist employees: Employees who, in the course of their regular job duties, work with and are trained in the hazards of specific hazardous substances, and who will be called upon to provide technical advice or assistance at a hazardous substance release incident to the individual in charge, shall receive training or demonstrate competency in the area of their specialization annually.

(6) Training: Training shall be based on the duties and function to be performed by each responder of an emergency response organization. The skill and knowledge levels required for all new responders (those hired after the effective date of this standard) shall be conveyed to them through training before they are permitted to take part in actual emergency operations on an incident. Employees who participate, or are expected to participate, in emergency response, shall be given training in accordance with the following subsections:

(A) First Responder, Awareness Level (FRA): First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release. First responders at the awareness level shall have sufficient training or have had sufficient experience to objectively demonstrate competency in the following areas:

Appendix H: California HazMat Training Requirements

1. An understanding of what hazardous substances are, and the risks associated with them in an incident.
2. An understanding of the potential outcomes associated with an emergency created when hazardous substances are present.
3. The ability to recognize the presence of hazardous substances in an emergency.
4. The ability to identify the hazardous substances, if possible.
5. An understanding of the role of the first responder awareness individual in the employer's emergency response plan (including site security and control), and the U. S. Department of Transportation's Emergency Response Guidebook.
6. The ability to realize the need for additional resources, and to make appropriate notifications to the communication center.

(B) First Responder, Operations Level (FRO): First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures. First responders at the operational level shall have received at least eight hours of training or have had sufficient experience to objectively demonstrate competency in the following areas in addition to those listed for the awareness level; and the employer shall so certify:

1. Knowledge of the basic hazard and risk assessment techniques.
2. Know how to select and use proper PPE provided to the first responder operational level.
3. An understanding of basic hazardous materials terms.
4. Know how to perform basic control, containment, and/or confinement operations and rescue injured or contaminated persons within the capabilities of the resources and PPE available with their unit.
5. Know how to implement basic equipment, victim, and rescue personnel decontamination procedures.
6. An understanding of the relevant standard operating procedures and termination procedures.

(C) Hazardous Materials Technician: Hazardous materials technicians are individuals who respond to releases or potential releases of hazardous substances for the purpose of stopping the release. They assume a more aggressive role than a first responder at the operations level in that they will approach the point of release in order to plug, patch, or otherwise stop the release of a hazardous substance. Hazardous materials technicians shall have received at least 24 hours of training of which 8 hours shall be equivalent to the first responder operations level and in addition have competency in the following areas; and the employer shall so certify:

1. Know how to implement the employer's emergency response plan.
2. Know the classification, identification, and verification of known and unknown materials by using field survey instruments and equipment.
3. Be able to function within an assigned role in the ICS.
4. Know how to select and use proper specialized chemical PPE provided to the hazardous materials technician.
5. Understand hazard and risk assessment techniques.

Appendix H: California HazMat Training Requirements

6. Be able to perform advanced control, containment, and/or confinement operations and rescue injured or contaminated persons within the capabilities of the resources and PPE available with the unit.
7. Understand and implement equipment, victim, and rescue personnel decontamination procedures.
8. Understand termination procedures.
9. Understand basic chemical and toxicological terminology and behavior.

(D) Hazardous Materials Specialist: Hazardous materials specialists are individuals who respond with and provide support to hazardous materials technicians. Their duties parallel those of the hazardous materials technician, however, those duties require a more directed or specific knowledge of the various substances they may be called upon to contain. The hazardous materials specialist would also act as the site liaison with Federal, state, local, and other government authorities in regards to site activities. Hazardous materials specialists shall have received at least 24 hours of training equal to the technician level and in addition have competency in the following areas; and the employer shall so certify:

1. Know how to implement the local emergency response plan.
2. Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.
3. Know of the state emergency response plan.
4. Be able to select and use proper specialized chemical PPE provided to the hazardous materials specialist.
5. Understand in-depth hazard and risk techniques.
6. Be able to perform specialized control, containment, and/or confinement operations within the capabilities of the resources and PPE available.
7. Be able to determine and implement decontamination procedures.
8. Have the ability to develop a site safety and health control plan.
9. Understand chemical, radiological, and toxicological terminology and behavior.

(E) Incident Commander/On-scene Manager: Incident commanders, who will assume control of the incident scene beyond the first responder awareness level, shall receive at least 24 hours of training equal to the first responder operations level and in addition have competency in the following areas; and the employer shall so certify:

1. Know and be able to implement the employer's incident command system.
2. Know how to implement the employer's emergency response plan.
3. Know and understand the hazards and risks associated with employees working in chemical protective clothing.
4. Know how to implement the local emergency response plan.
5. Know of the state emergency response plan and of the Federal Regional Response Team.
6. Know and understand the importance of decontamination procedures.

NOTE TO (q)(6)(E): Management personnel who, during an emergency situation, stay out of the hazardous area and who are not taking charge of the incident, and are not a "specialist" employee under subsection (q)(5) of this section are not subject to the provisions of this section.

(7) Trainers: Trainers who teach any of the above training subjects shall have satisfactorily completed a training course for teaching the subjects they are expected to teach, such as the courses offered by the California Specialized Training Institute, the

Appendix H: California HazMat Training Requirements

California State Fire Marshal's Office, the University of California, or the U. S. National Fire Academy; or they shall have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach.

(8) Refresher training.

(A) Those employees who are trained in accordance with subsection (q)(6) of this section shall receive annual refresher training of sufficient content and duration to maintain their competencies, or shall demonstrate competency in those areas at least yearly.

(B) A statement shall be made of the training or competency; and if a statement of competency is made, the employer shall keep a record of the methodology used to demonstrate competency.

(9) Medical surveillance and consultation.

(A) Members of an organized and designated HAZMAT team, and hazardous materials specialists shall receive a baseline physical examination and be provided with medical surveillance as required in subsection (f) of this section.

(B) Any emergency response employee who exhibits signs or symptoms which may have resulted from exposure to hazardous substances during the course of an emergency incident, either immediately or subsequently, shall be provided with medical consultation as required in subsection (f)(3)(B) of this section.

(10) Chemical protective clothing: Chemical protective clothing and equipment to be used by organized and designated HAZMAT team members, or to be used by hazardous materials specialists shall meet the requirements of subsections (g)(3) through (5) of this section.

(11) Post-emergency response operations: Upon completion of the emergency response, if it is determined that it is necessary to remove hazardous substances, health hazards, and materials contaminated with them (such as contaminated soil or other elements of the natural environment) from the site of the incident, the employer conducting the clean-up shall comply with one of the following:

(A) Meet all of the requirements of subsections (b) through (o) of this section; or

(B) Where the clean-up is done on plant property using plant or workplace employees, such employees shall have completed the training requirements of the following: 8 CCR 3220, 8 CCR 5144, 8 CCR 5194, and other appropriate safety and health training made necessary by the tasks that they are expected to perform such as the use of PPE, and decontamination procedures. All equipment to be used in the performance of the clean-up work shall be in serviceable condition and shall have been inspected prior to use.

Appendix J: Release Reporting Requirements

Adapted from CalOES Release Reporting Requirements, February 2014

This matrix summarizes pertinent emergency notification requirements and may not be all inclusive. For precise legal requirements, review specific laws and regulations.

TYPE OF RELEASE	AMOUNT	WHO REPORTS?	TO WHOM	WHEN	LEGAL AUTHORITY
Any release with serious injury or fatality of any employee, except on Federal lands or facilities	Any amount	Responding fire or police agency, EMS, receiving hospital, or employer	Cal-OSHA (530) 224-4743	As soon as practically possible but not longer than 8 hours	Chapter 3.2 Cal/OSHA Sub. 2 Art. 3 §342
Any release with serious injury or fatality of any employee, occurring on Federal lands or facilities	Any amount	Responding fire or police agency, EMS, receiving hospital, or employer	(800) 321-OSHA (800) 321-0742	Within 8 hours for a work-related fatality Within 24 hours for a work-related hospitalization, amputation, or eye loss	29 CFR 1904.39.
(Federal) Navigable Waters ¹	Any Amount "Harmful quantity" ³	Any person in charge of a vessel or facility (offshore or onshore)	National Response Center (800) 424-8802	Immediately, when it can be done safely	FWPCA §311 33 CFR 153.203 40 CFR 110.6
(State of California) Marine Waters ¹	Any amount	Any party responsible for the discharge/threatened discharge; Responding local or state agency	Cal OES (800) 852-7550 National Response Center (800) 424-8802	Immediately, but not later than 30 minutes after discovery of the spill or threatened release	CGC 8670.25.5; CGC 8670.26 <i>California State Oil Spill Contingency Plan</i> FWPCA §311 33 CFR 153.203 40 CFR 302.6
State Waters ¹	Any amount of oil or petroleum product	Any person	Cal OES (800) 852-7550 Regional Water Quality Control Board	Immediately upon knowledge of a release.	CWC 13272 (a) CGC 8670.25.5; CGC 8670.26 <i>California State Oil Spill Contingency Plan</i>
Oil Discharge to Land (Onshore drilling, exploration, or production operation)	More than 1 barrel (42 gallons)	Facility owner or operator	Cal OES (800) 852-7550	Immediately upon knowledge of a release.	Public Resources Code (PRC) 3233 CWC 13272 (f) <i>California State Oil Spill Contingency Plan</i>
Aboveground Storage Tank (AST)	More than 1 barrel (42 gallons)	Facility owner or operator of a tank facility	Cal OES (800) 852-7550 CUPA, and 911/Dispatch	Immediately upon knowledge of a release.	HSC 25270.8
CERCLA HS Release	More than Reportable Quantity	Person in charge of a facility	National Response Center (800) 424-8802	Immediately upon knowledge of a release. Written report to follow.	CERCLA §103 (a) 40 CFR 302.6

Appendix J: Release Reporting Requirements

HAZARDOUS MATERIALS INCIDENTS (may include oil & radioactive materials)					
TYPE OF RELEASE	AMOUNT	WHO REPORTS?	TO WHOM	WHEN	LEGAL AUTHORITY
EPCRA EHS Release	More than Reportable Quantity	Owner/Operator of facility	CalOES National Response Center LEPC CUPA	Immediately upon knowledge of a release. Written report to follow.	EPCRA §304 '40 CFR 355
Release or Threatened Release (except transporting on highway)	If there is a reasonable belief that the release poses a significant hazard to human health & safety, property, or environment ²	Handler	Cal OES CUPA and/or 911	Immediately upon knowledge of a release.	HSC 25510
Illegal Discharge or Threatened Discharge of Hazardous Waste	Any amount that is observed or has knowledge of likely to cause injury to public health and safety.	Designated Government Employee	Local Health Officer or local Board of Supervisors	Within 72 hours	HSC 25180.7(b)
Highway	Any transportation release.	Any person who causes the spill.	CHP (who then notifies Cal OES)	Immediately upon knowledge of a release.	CCVC 23112.5
Railroad	Release/threatened release that may harm person, property, or environment ²	Railroads regulated by the State PUC & FRA	Appropriate emergency response agency and Cal OES	Immediately upon knowledge of a release.	PUC General Order No. 161, Rule #3, 8-7-91
Hazardous Waste Discharge Transporter	Any spill in CA	Transporter who discharged waste	CHP NRC	Immediately upon knowledge of a release. As soon as practical, but no later than 12 hours after accident occurs. Written Report: to DTSC and DOT within 30 days.	CVC 23112.5 CVC 2453 22 CCR 66263.15 22 CCR 66263.30 49 CFR 171.15 49 CFR 171.16
Pipeline	Every rupture, explosion or fire More than 5 barrels	Pipeline operator	Fire Dept Cal OES	Immediately notify the State Fire Marshal's Pipeline Safety Division through Cal OES Warning Center at (800) 852-7550 Written report to State Fire Marshal within 30 days	CGC 51018(c)

Appendix J: Release Reporting Requirements

TYPE OF RELEASE	AMOUNT	WHO REPORTS?	TO WHOM	WHEN	LEGAL AUTHORITY
Aboveground Storage Tank (AST)	Any release or threatened release	Facility owner or operator	Cal OES CUPA	Immediately upon knowledge of a release.	HSC 25510
Underground Storage Tank (UST)	Any release, if it poses significant hazard	Facility owner or operator	CalOES CUPA	Immediately upon knowledge of a release.	HSC 25510
	Into secondary containment – no fire or explosion hazard and no deterioration	Facility owner or operator	CalOES CUPA	Do not have to report BUT do need to record on the Operator's Monitoring Report.	HSC 25294
	Escapes from secondary containment; or from a primary containment if no secondary containment; or if there's a fire or explosion hazard or deterioration	Facility owner or operator	CalOES CUPA	Within 24 hours after the release has been detected Full written report within 5 working days	HSC 25295 HSC 25510
Release beyond Treatment, Storage & Disposal Facility (TSDF) Boundary	A harmful quantity that could threaten human health or environment.	Facility owner or operator; TSDF Emergency Coordinator	Cal OES (800) 852-7550 National Response Center (800) 424-8802	Immediately upon knowledge of a release.	CERCLA §103 (b) 22 CCR 66264.56(d) HSC 25510
Release within Treatment, Storage & Disposal Facility (TSDF) Boundary	Any release that poses a significant hazard. Imminent or actual emergency situation that could threaten human health or environment.	Owner/Operator of facility TSDF Emergency Coordinator (designated in the Contingency Plan).	CalOES CUPA Local ER agencies	Immediately upon knowledge of a release. Written report: to DTSC within 15 days.	HSC 25507 22 CCR 66264.51 22 CCR 66264.52 22 CCR 66264.56

Appendix J: Release Reporting Requirements

AIR INCIDENTS					
TYPE OF RELEASE	AMOUNT	WHO REPORTS?	TO WHOM	WHEN	LEGAL AUTHORITY
Stationary Sources	Any release that poses a significant hazard Exceeds emission standards	Operator of the source	Cal OES Air Pollution Control District (APCD) or Air Quality Management District (AQMD)	Immediately upon knowledge of a release. Within 96 hours	HSC 25510 HSC 42706
Proximity to Schools	A release within ½ mile of a school.	Emergency rescue personnel	Superintendent of affected school district	Immediately upon knowledge of a release.	HSC 25510.3
	A threat of an air contaminant within 1000 feet of a school.	Air Pollution Control Officer	CUPA Local Fire Dept	Within 24 hours	HSC 42301.7
SEWAGE SPILLS					
Sewage to Waters Other Sewage and Hazardous Substances	1000 Gallons unauthorized discharge into State waters ¹ Any hazardous substance and sewage that needs to be reported ²	Any person	Cal OES	Immediately upon knowledge of a release.	23 CCR 2250 (a) HSC 5411 CWC 13272 (a)

Key to legal authorities

CCR	California Code of Regulations	EPCRA	Emergency Planning & Community Right to Know Act
CERCLA	Comprehensive Environmental Response, Compensation, & Liability Act	FWPCA	Federal Water Pollution Control Act
CFR	Code of Federal Regulations	HSC	California Health & Safety Code
CGC	California Government Code	PRC	California Public Resources Code
CVC	California Vehicle Code	PUC	California Public Utilities Commission
CWC	California Water Code		

¹ The terms navigable waters, state waters, and marine waters are used according to the applicable laws & regulations. Navigable waters could also include state waters and marine waters; State waters could include navigable and marine waters; and marine waters could include navigable and state waters.

² Even if the quantities or situations that are outlined above have not been met, and you still believe that the release poses a significant hazard to human health & safety, or the environment -- report it to Cal OES Warning Center.

³ "Harmful quantity" is any quantity of discharged oil that violates state water quality standards, causes a film or sheen on the water's surface, or leaves sludge or emulsion beneath the surface.

Appendix J: Release Reporting Requirements

Lassen County School Superintendents

Notification Requirements:

The emergency response personnel, responding to the reported release or threatened release of a hazardous material or of a regulated substance, or to any fire or explosion involving a material or substance that involves a release that would be required to be reported, shall immediately advise the superintendent of the school district having jurisdiction, if the location of the release or threatened release is within **one-half mile of a school**. (Emphasis added)

California Health and Safety Code §25510.3

District	Schools	Superintendent Contact All Area Code (530)
Big Valley Joint Unified School District	Big Valley Elementary School Big Valley Jr./Sr. High School	294-5231
Fort Sage Unified School District	Sierra Primary (K-6) Herlong Jr./Sr. High School Mt. Lassen Charter School	827-2129
Janesville Unified School District	Janesville Elementary School	253-3551 or 253-3660
Johnstonville Elementary School Dist.	Johnstonville Elementary School	257-2471 or 251-8926
Lassen Community College District	Lassen Community College	251-8820
Lassen Union High School District	Lassen High School Adult Education/Diploma Gold Lassen Community Day School	257-5134
Ravendale-Termo Elementary SD	Juniper Ridge Elementary Long Valley Charter School	257-8200
Richmond Elementary School District	Richmond Elementary School	257-2338
Shaffer Elementary School District	Shaffer Elementary School	254-6577
Susanville School District	Diamond View School McKinley School Meadow View School	257-8200
Westwood Unified School District	Fletcher Walker School Westwood Jr./Sr. High School	256-2311
Lassen County Office of Education		257-2196

Appendix K: HazMat Resource Phone Lists

Local Contact Numbers	
9-1-1/Lassen County Public Safety Dispatch	9-1-1 or (530) 257-6121
Lassen County CUPA/Environmental Health	(530) 251-8528
Banner Lassen Medical Center Emergency Dept.	(530) 252-2096
Lassen County Agriculture Commissioner	(530) 251-8110
Lassen County Office of Emergency Services	Emergency: (530) 257-5575 (Dispatch) Office: (530) 257-8504
Lassen County Public Health Department and Health Officer	24 hour/Emergency: (530) 310-2428 Office: (530) 251-8183
Lassen County Public Works/Roads	Emergency: (530) 252-1588 Office: (530) 251-8288
Local Fire Departments Susanville Interagency Fire Center	(530) 252-1588 (SIFC)
Railroads:	
Burlington Northern Santa Fe (BNSF)	(800) 832-5452
Union Pacific (UP)	(888) 877-7267
Susanville Interagency Fire Center	(530) 252-1588
Susanville Police Department	(530) 257-1083
Susanville Public Works Department	Emergency: (530) 252-1588 (SIFC) Gas Utilities: (530) 257-1041 Streets: (530) 257-1041
TransCanada/Tuscarora Pipeline	Emergency: (800) 447-8066

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State Contact Numbers

Office of Emergency Services (Cal OES) Warning Center	(800) 852-7550 or (916) 845-8911
Conservation, Division of Oil, Gas & Geothermal Resources (DOGGR)	Northern District (916) 322-1110
Fire Marshall (SFM)	(916) 323-7390 (Emergencies only)
Fish & Wildlife - Office Of Spill Prevention and Response (OSPR) Sacramento	(800) 852-7550 or (916) 445-9338
Highway Patrol (CHP)	(530) 252-1900 (Susanville Dispatch)
Occupational Safety and Health Administration (OSHA)	(530) 224-4743 (24/7) Redding District Office
Poison Control System	(800) 222-1222
Regional Water Quality Control Board (RWQCB)	(530) 542-5400 Lahontan (most of Lassen Co.) (530) 224-4845 Redding (western county)
Transportation (Caltrans)	(530) 242-3210 (CHP Redding Dispatch)

Federal Contact Numbers

National Response Center (NRC)*	(800) 424-8802 or (202) 267-2675
United States Environmental Protection Agency (USEPA), Regional Response Center http://www.epa.gov/osweroe1/content/reporting/index.htm	(800) 321-7349 or (415) 947-8000 (General number) (415) 947-4400 (Spill Phone) (800) 424-9346 (SARA Title III Hotline) (800) 300-2193 (Region IX Duty Officer)
US Occupational Safety & Health Administration (OSHA) <u>In any Federal facility or on Federal lands notify for any employee injury or exposure resulting in amputation, permanent disfigurement, fatality, or hospitalization longer than 24 hours.</u>	(800) 321-OSHA
United States Department of Transportation (USDOT)	Contact via National Response Center (NRC)
<p>* Note: One call to the NRC fulfills the requirement to report releases of hazardous substances under CERCLA and several other regulatory programs, including those under CWA § 311, RCRA, and the USDOT's Hazardous Materials Transportation Act (HMTA). Anybody who discovers a hazardous substance release or oil spill is encouraged to contact the federal government, regardless of whether they are the responsible party.</p>	

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Immediate Notifications

State Warning Center, CalOES	(800) 852-7550	All hazmat emergencies
9-1-1/Lassen County Dispatch	(530) 257-6121	All hazmat emergencies
CHP/Caltrans	(530) 252-1900	On-highway spills
National Response Center	(800) 424-8802	Rail incidents OR for federal assistance
Lassen County CUPA	(530) 251-8528	All hazmat emergencies

Fire Agencies

Agency	24-Hour Contact
Big Valley FPD	<p>(530) 252-1588</p> <p>Emergency contact for all fire agencies is through the Susanville Interagency Fire Center.</p>
California Correctional Center	
CalFIRE	
Clear Creek CSD	
Doyle FPD	
Herlong VFD	
Janesville FPD	
Lake Forest VFD	
Little Valley CSD	
Madeline FPD	
Milford FPD	
Sierra Army Depot FD	
Spaulding CSD	
Standish-Litchfield FPD	
Stones-Bengard CSD	
Susan River FPD	
Susanville City FD	
U.S. Forest Service	
Westwood FD/CSD	
SCHMRT	(530) 225-4564 SHASCOM 24hr number

Law Enforcement

Agency	Office Phone	24-Hour	Notes
California Highway Patrol	(530) 252-1900	(530) 252-1900	Susanville Dispatch
Lassen County Sheriff's Office	(530) 257-6121	(530) 257-6121	County Dispatch
Susanville Police Department	-(530) 257-5603	(530) 257-6121	County Dispatch

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Agency	Office Phone	24-Hour	Notes
Regional Contacts			
Lassen County Air Pollution Control District	(530) 252-4247	N/A	
Water Quality			
Nor-Cal Emergency Medical Services (EMS) Agency	(530) 229-3979	None	
Regional Disaster Medical/Health Specialist (Sierra-Sacramento Valley EMS Agency)	(530) 410-6008	(916) 625-1710	24-hour duty officer
Emergency Medical/Disaster Medical			
Banner Lassen Medical Center	(530) 252-2244	(530) 252-2096	
California Poison Control Center	(800) 222-1222	(800) 222-1222	
Lassen Co. Public Health	(530) 251-8183	(530) 310-2428	
Mercy Medical Center Redding	(530) 225-7201	(530) 225-7201	
Regional Disaster Medical/Health Coord.	(530) 410-6008	(916) 625-1710	
Renown Regional Medical Center Reno	(755) 785-6295	(755) 982-2005	
SEMSA (ground and air ambulance)	(888) 366-5022	(209) 725-7011	
Clinics: Consider notification if contaminated victims may arrive			
Banner Lassen Clinic, Susanville	(530) 252-2500	N/A	
Big Valley Medical Center, Bieber	(530) 294-5241	N/A	
Lassen Indian Health Ctr., Susanville	(530) 257-2542	N/A	
Northeastern Rural Health, Susanville	(530) 251-5000	N/A	
Westwood Family Practice, Westwood	(530) 256-3152	N/A	
V.A. Diamond View Clinic, Susanville	(530) 251-4550	N/A	
24-Hour HazMat Cleanup Contractors			
Ben's Truck and Equipment	(530) 527-5040	(530) 527-5040	Red Bluff
Impact Construction	(530) 310-1006	(530) 310-1006	Susanville
McGinley and Associates	(755) 829-2245	(755) 829-2245	Reno
Stoneco Construction	(530) 257-8640	(530) 257-8640	Susanville
Susanville Towing	(530) 257-5114	(530) 257-5114	Susanville
URSA Engineering	(530) 241-5363	(530) 241-5363	Redding

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Agency	Office Phone	24-Hour	Notes
NATURAL GAS PIPELINE CONTACT INFORMATION			
Tuscarora Gas Transmission Company	(775) 336-3200 x22 (775) 530-5460	(800) 447-8066	
City of Susanville Gas Utility	(530) 257-1041	(530) 257-7236	24/7 on-call

RAILROADS			
Burlington Northern Santa Fe (BNSF)	(800) 832-5452 press 3, then 2	(800) 832-5452	
Union Pacific (UP)	(888) 877-7267	(888) 877-7267	

STATE/FEDERAL EMERGENCY FUNDING/RESPONSE			
Dept. of Toxic Substances Control - Emergency Reserve Account	(800) 260-3972	(800) 852-7550 (Cal OES) Ask For Duty Officer	
Dept. of Toxic Substances Control - Clandestine Drug Lab Account	(800) 260-3972	(800) 852-7550 Ask For DTSC Duty Officer	
Dept. of Fish and Wildlife – Fish & Wildlife Pollution Account	(888) 334-2258 Extension D	(800) 852-7550 (Cal OES) Ask for Duty Officer	
Office of Spill Prevention & Response – Oil Spill Response Trust Fund	(800) 852-7550	800) 852-7550	
State Water Resources Control Board Water Pollution Cleanup & Abatement	(800) 852-7550	(800) 852-7550	
EPA Superfund Emergency Response	(800) 300-2193	(800) 300-2193	Extension 3
Civil Support Team (Weapons of Mass Destruction)	(916) 854-3440	(916) 854-3440	

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Agency	Office Phone	24-Hour	Notes
STATE AGENCIES			
All can be contacted 24 hours via Cal OES 800-852-7550			
Cal OES All Incident Reporting System (State Warning Center)	(916) 845-8911	(800) 852-7550	
Air Resources Board (ARB)	(800) 242-4450	(800) 852-7550	
CalFire Fire Marshall - Pipeline Safety/ Failure Investigation	(916) 263-6300	(800) 852-7550	
Cal Office of Emergency Services Hazardous Materials Division Region III - Redding	(916) 845-8768 (530) 224-4835	(800) 852-7550	
Cal OSHA – (24hr enforcement)	(916) 263-2800	(916) 263-2800	Accident at work site
California Highway Patrol (Motor Carrier)	(530) 242-3210	(530) 242-3210	Redding Dispatch
CalTrans- Emergency Dispatch	(530) 225-3426	(530) 242-3210	Redding Dispatch
Dept. of Fish and Wildlife Office of Spill Prevention and Response	(530) 225-2300 (916) 445-9338	(888) 334-2258	
Dept. of Pesticide Regulation	(916) 445-4300	(800) 852-7550	
Dept. Public Health Center for Infectious Disease	(916) 445-0062	(800) 852-7550	
Dept. of Public Health (Radiologic Health-Sacramento)	(916) 327-5106	(800) 852-7550	
Dept. of Toxic Substances Control (Sacramento)	(916) 255-3545	(800) 852-7550	
Office of Environmental Health Hazard Assessment (Sacramento)	(916) 324-7572	(800) 852-7550	
State Water Resources Control Board	(916) 341-5455	800) 852-7550	

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Agency	Office Phone	24-Hour	Notes
FEDERAL AGENCIES			
Center for Communicable Diseases	(770) 488-7100	(800) 323-4623	
FBI Emergency Operations Sacramento	(916) 746-7000	(916) 746-7000	
FBI Redding Field Office	(530) 223-6473	N/A	Non-Emergency
Homeland Security	(202) 282-8000	(202) 282-8000	
National Response Center	(800) 424-8802	(800) 424-8802	
National Weather Service Reno	(775) 673-8109	(775) 673-8109	
US EPA (Environmental Protection Agency – Region IX- San Francisco)	(415) 947-8000	(800) 300-2193	
US Bureau of Prisons (Herlong)	(530) 827-8302		
NON-GOVERNMENTAL RESOURCE AGENCIES			
CHEMTREC	(800) 424-9300	(800) 424-9300	
ASSESSMENT INDUSTRIAL HYGIENISTS/LABORATORIES			
Office of Environmental Health Hazard Assessment	(916) 324-7572	(800) 852-7550	

Appendix L: Local Hazardous Materials Response Resources

All emergency response units are presumed to possess capabilities to act quickly and effectively in a HazMat emergency. These include:

- Communications capabilities to report an incident provide updates to dispatch centers and other responders, request additional resources, initiate protective actions (evacuation or in-place sheltering) for those threatened by the release, and request mass notifications as necessary.
- The current US Department of Transportation Emergency Response Guidebook, available as a printed book from OES or as a free mobile application or download. This guide provides information to help in early assessment and effective safety and response actions.
- Ability to effectively initiate incident command and establish an ICS structure.
- Under Federal and California law, all emergency responders must be trained to the minimum of First Responder Operations level, maintained annually. These courses provide basic training in responder and public safety, hazard assessment, action planning, decontamination, and other essential skills.

Fire agencies can transport and deliver large volumes of water for emergency decontamination, and many vehicles carry hand tools to carry out flow containment or diversion from a safe distance.

It is important to note that structural firefighting clothing offers little or no protection from chemical hazards.

CDCR, Sierra Army Depot, and Susanville Fire Department have more comprehensive response capabilities. Susanville Fire Department operates a Type II Hazardous Materials Response Team with extensive product identification and incident stabilization capabilities.

Law enforcement agencies are well suited to perimeter and traffic control measures, and are usually the first choice to carry out evacuations.

Banner Lassen Medical Center can provide consultation on field medical care, including through consultation with the Poison Control System and others. The hospital maintains mass decontamination equipment on site.

Lassen County Environmental Health

- As Certified Unified Program Agency (CUPA), LCEH serves as the county's regulatory agency for hazardous materials stored at fixed locations. Although not a 24-hour scene responder at the time of this plan's adoption, LCEH may be able to provide site information. LCEH also coordinates local use of the California Environmental Reporting System, which response agencies can use to examine business plans.
- The CHEMPACK nerve agent/poisoning countermeasures cache is maintained by LCEH, who will arrange its deployment and transportation in a qualifying emergency.

Public Works departments operate a variety of earth moving equipment and other vehicles, can deliver sand and other bulk materials, and are skilled at perimeter and traffic control.

Natural gas pipeline operators (Tuscarora and the City of Susanville) provide local technicians and response equipment, as well as 24-hour emergency phone numbers.

Railroad operators BNSF and UP maintain 24-hour phone numbers to report related emergencies and obtain response guidance. Both can provide technical assistance on scene.

Appendix L: Local Hazardous Materials Response Resources

Lassen County Hazardous Materials Response Capabilities

August 2018

Agency	FRO	Decon	HM IC	Tech/ Spec	Specialty	Countywide	Other information
Banner Lassen MC							Mass decontamination equipment on site
Big Valley FPD							
BNSF Railroad	✓		✓	✓	✓		24-hour response alerting and consultation
CDCR (CCC and HDSP)	✓	✓	✓	✓		✓	Basic response supplies, HazCat, confined space capabilities
CalFire	✓		✓			✓	Decon trailer @ Westwood
California Highway Patrol	✓					✓	Traffic/perimeter control; units carry limited containment equipment
CalTrans	✓					✓	
Clear Creek CSD							
Doyle FPD							
Fed. Corr. Inst. Herlong	✓						Relies on Sierra Army Depot for response
Herlong VFD							
Janesville FPD	✓	✓	✓			✓	Absorbents, splash suits
Lake Forest VFD							
Lassen Co. Agriculture					✓	✓	Agricultural chemicals reference
Lassen County Environmental Health		✓		✓		✓	Decon trailer, CHEMPACK cache, Not a routine HM responder.
Lassen County Public Works						✓	Earth moving equipment, traffic control devices, site containment, sand, etc.
Lassen County Sheriff's Office	✓					✓	Basic PPE, perimeter/traffic control, evacuation
Little Valley CSD							
Madeline FPD							
Milford FPD	✓	✓					Will respond within immediate area
SEMSA	✓					✓	Limited biohazard PPE
Shasta-Cascade HMRT							
Sierra Army Depot FD	✓	✓	✓	✓	✓	✓	3 HazMat trailers; monitors for radiological, chemical agents; mass decon
Spaulding CSD							
Standish-Litchfield FPD							
Stones-Bengard CSD							Will respond within a 10 mile radius
Susan River FPD							
Susanville City FD	✓	✓	✓	✓	✓		Type II response team
Susanville Indian Rancheria		✓	✓				Public works equipment: earth moving, traffic control, etc.
Susanville Police Dept.							Perimeter/traffic control, evacuation
Susanville Public Works					✓		Gas pipeline response personnel and equipment; Earth moving equipment, traffic control devices, site containment, sand, etc.
Tuscarora Pipeline					✓		Local gas pipeline emergency response staff, equipment, and consultation
UP Railroad	✓			✓	✓		24-hour response alerting and consultation

Appendix L: Local Hazardous Materials Response Resources

Westwood FD/CSD	✓	✓	✓	✓	✓		
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CHEMPACK Nerve Agent/Poisoning Countermeasures Program

Description

CHEMPACK containers include large quantities of medications used to treat victims of nerve agent or organophosphate exposure. Each EMS CHEMPACK is designed to treat up to 454 patients based on varying amounts of exposure.

Authorization to Access CHEMPACK Materiel

Immediate deployment may be authorized by the following positions under the conditions specified for each:

1. Primary Medical Control: Authorization should first be sought from the Advanced Life Support (ALS) Medical Control (Base Hospital, Base Station, or Alternative Base Station) nearest a qualifying event. That facility then initiates deployment.
2. Alternate Medical Control: If the contact described above cannot be made promptly, another nearby Medical Control facility may authorize and initiate deployment.
3. If no ALS Medical Control can be reached for authorization, the Region III RDMHS may be contacted directly to authorize and initiate deployment.
4. Backup CHEMPACK program and site contact information will be available to public safety and EMS dispatch centers, county offices of emergency services, county health officers and or Medical Health Operational Area Coordinators (MHOAC), and others designated by each county.
5. The RDMHS should be notified by the host site of any deployment, break of seal or location change of a CHEMPACK container.
6. The RDMHS will ensure that the California Department of Public Health/ Emergency Preparedness Office (CDPH/EPO) is notified promptly of any movement or deployment of CHEMPACK materiel. CDPH-EPO will in turn notify CDC.

Qualifying Events – Emergency Deployment

Authorization to deploy, break the seal on, or move a CHEMPACK container from its specified location without prior approval will be limited to an event that:

- Threatens the medical security of the community; and
- Places multiple lives at risk; and
- Is otherwise beyond local emergency response capabilities; and
- Will likely make the materiel medically necessary to save human life.

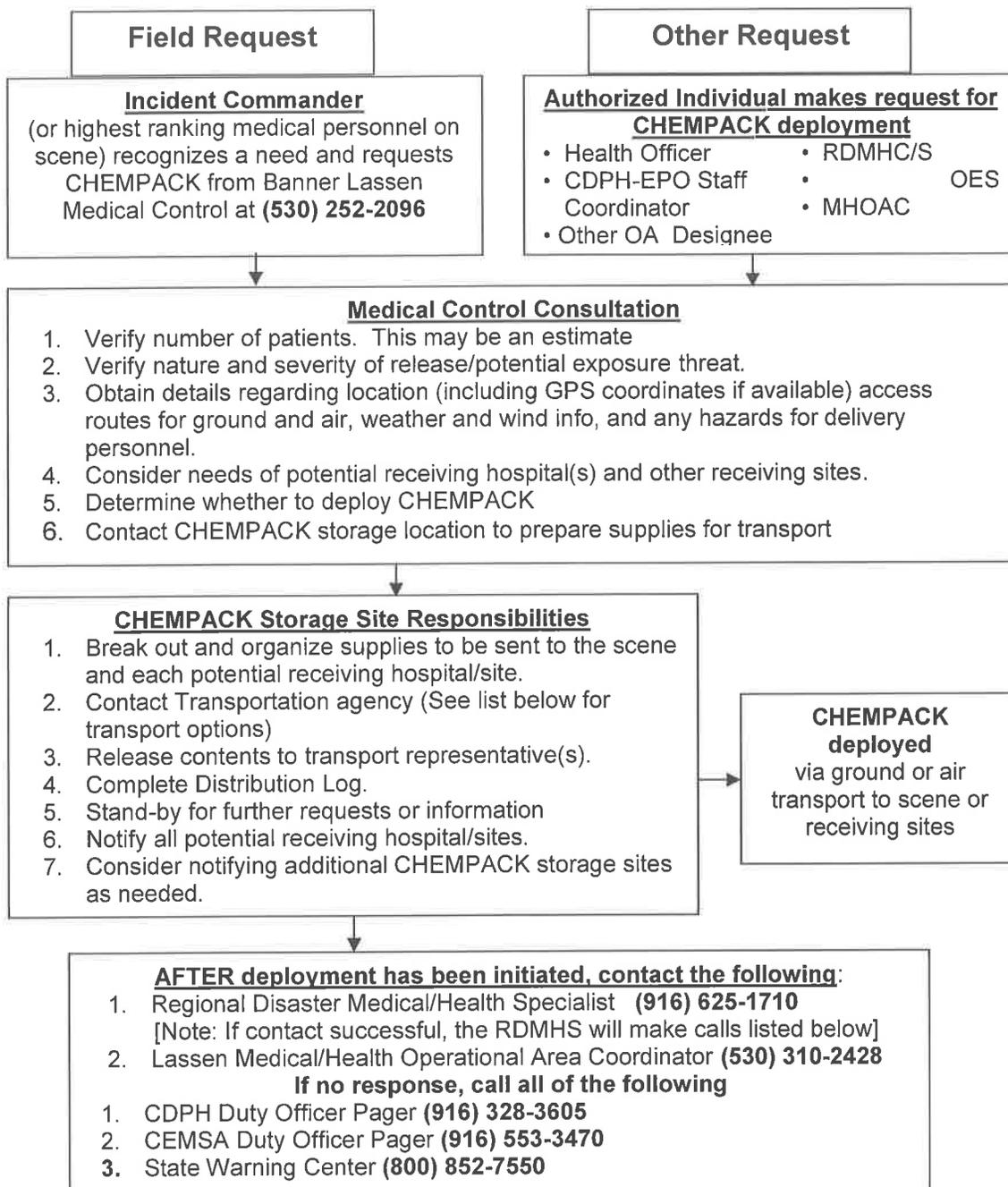
Incidents may entail:

- Release of a nerve agent or potent organophosphate with human effects or immediate threats too great to adequately manage with other pharmaceutical supplies available.
- Large or unusual occurrence of patients presenting with signs and/or symptoms consistent with nerve agent or organophosphate exposure or intoxication.
- A credible threat of an imminent event of a nature and magnitude likely to require the assets of the CHEMPACK.
- An event with potential to create a release with human exposure (e.g. a transportation accident with a potential for fire or loss of container integrity)
- Any incident or event which, in the judgment of a County Health Officer, MHOAC, hazardous materials team, county Emergency Services coordinator, or other official designated by the county, justifies the deployment of CHEMPACK supplies. Any such deployment requires concurrence of the RDMHS when contact is immediately possible. Deployment should not be unduly delayed while making multiple contact attempts.
- A threat to CHEMPACK integrity itself.

Adapted from the California Region III CHEMPACK Plan 2009

Appendix L: Local Hazardous Materials Response Resources

LASSEN COUNTY CHEMPACK NERVE AGENT ACTIVATION PROTOCOL



CONTACTS & RESOURCES					
CHEMPACK Storage Site Lassen Co. Public Health		Air Transport Options		Ground Transport Options	
24-hour on-call	(530) 310-2418	CHP Dispatch	(530) 242-3210	CHP Dispatch	(530) 242-3210
Business Hours	(530) 251-8183	SEMSA	(209) 725-7011	Lassen Sheriff	(530) 257-6121
				SEMSA	(209) 725-7011
				Susanville PD	(530) 257-6121

For training and detailed planning consult the current plan.

Appendix M: Hazardous Materials Training Resources

Northern California Hazardous Materials Response Training Sources

Notes:

- Local agencies and individuals may be qualified to provide this training without appearing on this list
- This list may not be all inclusive

Provider (listed alphabetically)	FRA	FRO	Responder Decontamination	Casualty Decontamination	Incident Commander/Scene Manager	Assistant Hazmat Safety Officer	Technician	Specialist	Specialty
Butte College (530) 895-2402 whiteca@butte.edu www.butte.edu		✓	✓				✓		✓
California Specialized Training Institute (805) 549-3535 CSTIRegistration@caloes.ca.gov www.caloes.ca.gov		✓	✓	✓	✓	✓	✓	✓	✓
Chemical Safety Training Heinz Laboratories Contact: Brian Heinz (530) 722-9889 chemsafety@aol.com	✓	✓	✓		✓	✓	✓	✓	
Preparedness Consulting & Training Contact: Larry Masterman, CEM (530) 941-9084 Larry@pcti.org www.pcti.org	✓	✓	✓	✓	✓	✓			✓

Appendix M: Hazardous Materials Training Resources

Pipeline Emergency Training

TransCanada/Tuscarora Pipeline Company

Contact: Kevin W. Walker
1140 Financial Blvd #900
Reno, NV 89502
(775) 336-3200 x22
Kevin_Walker@TransCanada.Com

Paradigm Liaison Services California Pipeline Awareness

Holds regular training and exercises in Susanville and Reno areas

Contact: Brent Sumner, Program Manager
222 S. Ridge Rd
Wichita, KS 67209
(877) 477-1162
brents@bdigm.com
http://ca.pipeline-awareness.com/emergency_officials

National Association of State Fire Marshals

Pipeline Emergency Response Training
<https://nasfm-training.org/pipeline/>

TEEX (Texas A&M Engineering Extension Service)

Emergency Services Training Institute
esti@teex.tamu.edu
(866) 878-8900

Railroad Hazardous Emergency Training

BNSF HazMat Training

Includes online training and information on live training provided or funded by the railroad.

Contact: Kevin W. Walker
TransCanada Borders West Region / Tuscarora
1140 Financial Blvd # 900
Reno, Nevada 89502
kevin_walker@transcanada.com
<https://www.bnsfhazmat.com/>
(775) 336-3200 X22

TRANSCAER

TRANSCAER (Transportation Community Awareness and Emergency Response) is a voluntary national outreach effort that focuses on assisting communities to prepare for and respond to a possible hazardous materials transportation incident. TRANSCAER members consist of volunteer representatives from the chemical manufacturing, transportation, distributor, and emergency response industries, as well as the government.

<https://www.transcaer.com/>
(202) 249-6723

Appendix M: Hazardous Materials Training Resources

Other HazMat Training Resources

Region III Local Emergency Planning Committee

The LEPC provides coordination of hazardous materials training throughout the 13-county region, distributes announcements, communicates regional training needs and priorities to the State, and provides other valuable services in support of Hazmat preparedness and response.

Contact: William E. Fuller
Yuba City Fire Department
824 Clark Avenue
Yuba City, CA 95991
(530) 822-4809
wfuller@yubacity.net

Lassen County Public Health

LCPH can pursue and provide funding for training on related topics, such as hazardous materials awareness and response, the Incident Command System, multi- and mass-casualty operations, and others.

Contact: Emergency Preparedness Coordinator
Lassen County Public Health
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8547

Local Hazmat Trainers

Local agencies, businesses, and individuals may offer various levels and types of training. Consult the CUPA or Susanville Fire Department for information.

Appendix N: HazMat Initial Actions Guide

HAZMAT Initial Actions Guide

1

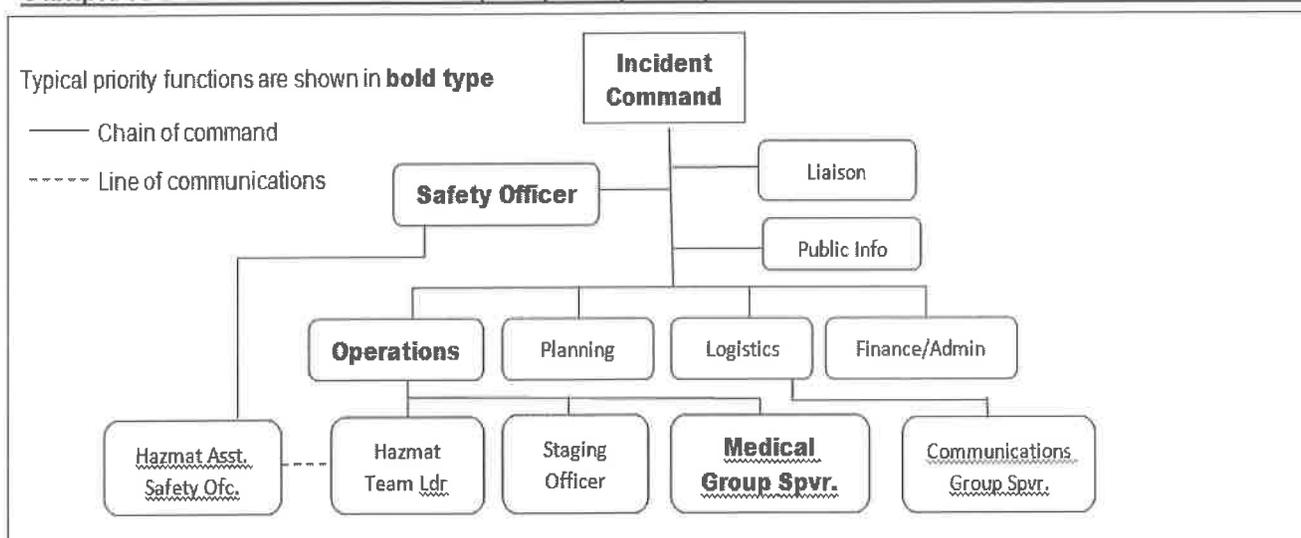
This guide has been developed to assist first responders in establishing an effective response to a hazardous material incident. It is intended to be used in conjunction with the current U.S. DOT Emergency Response Guidebook, the FIRESCOPE Field Operations Guide, and the local Hazardous Materials Area Plan.

For Every Hazardous Materials Emergency

- Establish command; Locate the Incident Command Post in the cold zone
- Communicate staging or reporting locations & routes for other responding units
- Establish & communicate a safety priority for all incident operations
- Maintain a safe distance:** Approach from uphill, upwind & upstream, maintaining a safe distance based on available information
 - Use binoculars as necessary to assess conditions
 - Assess weather conditions including wind direction and velocity
 - Assess topography, including uphill approaches
 - Identify any initial exposures
- Make notifications and request additional resources as needed**
 - Notify medical facilities if they may receive contaminated casualties**
- Isolate the release; deny entry to the public & other responders as appropriate**
 - Preliminary identification:**
 - NFPA 704 placards (fixed site); DOT vehicle placards or package labels
 - Container type, shape, & size (pressure vessel, cargo trailer, bags, barrels)
 - Container condition (impact damage, flame impingement, corrosion, other)
 - Site, shipper, or carrier contact for product information
 - Fixed site: Consider occupancy and operations (fuel storage, industry)
 - Fixed site: Check business plan
 - Transportation incident: Check current Emergency Response Guidebook
 - Examine shipping documents, if accessible and safe
 - Safety Data Sheet(s) (SDS)
- Evaluate need for rescue of incident casualties & adequacy of resources to conduct safe & effective rescue:**
 - Initiate rescue as appropriate
 - Provide for victim & rescuer decontamination
- Evaluate & initiate protective actions for the public (evacuation and/or shelter-in-place)
- Refer to the FIRESCOPE Field Operations Guide (ICS 420-1) for position checklists
- Mass Notification & Warning**
 - Assess need for mass notification, consult as necessary**
 - Initiate notification/warning through Dispatch SO and/or SIFC as needed**
 - Code Red telephone alerting system
 - Emergency Alert System/IPAWS
 - Social media
 - Direct alerting by public safety personnel by PA system or door-to-door

Appendix N: HazMat Initial Actions Guide

Sample ICS Structure for Hazmat (Early Response)



Required Agency Notifications

Incident	Agency	Phone #s	
Mandatory notifications for every hazardous materials emergency	1. Lassen Co. Communications (9-1-1)	9-1-1	(530) 257-6121
	2. State Warning Center (CalEMA)	(800) 852.7550	(916) 845-8911
	3. County Unified Program Agency (Environmental Health)	(530) 251.8528	
On highway or road	California Highway Patrol	9-1-1	(530) 252-1900
State waters or wildlife threat	California Fish & Wildlife		(916) 445-9338
Federal assistance or notification	National Response Center	(800) 424.8802	(202) 267-2675
Other notifications are required for specific incidents. See the Lassen County Area Plan for details.			

Response & Support Resources

Hazmat Teams:	Susanville Fire	9-1-1	(530) 252-1588
	Shasta Cascade Hazmat Response Team	9-1-1	(530) 225-4564
CHEMTREC	(800) 424.9300	BNSF Railroad	(800) 832-5452
Banner Lassen MC	(530) 252-2096	Union Pacific Railroad	(888) 877-7267 24 hour
Mercy MC Redding	(530) 225-7201	PG&E Emergency Dispatch (Public Safety)	(888)743-4911
Renown MC Reno	(755) 982-2005	Tuscarora Pipeline	(800) 447-8066 24 hr
REMSA Dispatch			
Poison Control	(800) 222.1222		

Appendix N: HazMat Initial Actions Guide

For Fixed Facilities

NFPA 704 System

Found at fixed sites, e.g. near building exterior doors & on large fixed containers.

The white quadrant may provide a specific product name, other hazard, or miscellaneous information.



HAZARD RATING	HEALTH HAZARD	FLAMMABILITY HAZARD	INSTABILITY HAZARD	SYMBOL	SPECIAL HAZARD
4	Can be lethal	Will vaporize & readily burn at normal temperatures	May explode at normal temperatures & pressures	ALK	Alkaline
3	Can cause serious or permanent injury	Can be ignited under almost all ambient temperatures	May explode at high temperature or shock	ACID	Acidic
2	Can cause temporary incapacitation or residual injury	Must be heated or at high ambient temperature to burn	Violent chemical change at high temperature or pressures	COR	Corrosive
1	Can cause significant irritation	Must be preheated before ignition can occur	Normally stable. High temperatures make unstable	OX	Oxidizer
0	No hazard	Will not burn	Stable	☢	Radioactive
				W	Reacts violently or explosively with water
				W OX	Reacts violently or explosive with water; Also oxidizing

Business plan information is available for pre-planning purposes through the Certified Unified Program Agency. All fire agencies are eligible to receive viewing permission for the California Environmental Reporting System. It is recommended that local business plan information be maintained in print or on portable devices for use during response.

Business Plan information includes:

- Substance names
- Quantities
- Locations at the facility
- Site emergency procedures
- Hazard classes
- Container types
- Building plan
- Contact information

Natural Gas Pipeline Emergency

Natural Gas Properties:

- Highly flammable and explosive
- Lighter than air, will rise and diffuse rapidly in air
- All Tuscarora natural gas in Lassen County is odorized with mercaptan and detectable well below its lower explosive limit of 5%.
- Not toxic or poisonous, but may displace oxygen in an enclosed space
- Contact with leaking product may cause frostbite

Local Facilities:

- Mainline operating at pressures between 800 to 1,000 PSIG; flow is from north to south
- Pipeline markers along the underground route show the approximate location; consult the pipeline operator for details
- A compressor station and pig launcher/receiver are located near Standish
- Automatic mainline valves will close when pipeline pressures fall below 400 PSI

Emergency Actions:

- Protect yourself and the public
- Protect exposures and control secondary fires if safe to do so
- Evacuate all public within 875 yards / 0.5 mile unless directed otherwise by a pipeline technician
- Provide traffic and crowd control
- Secure the site – ensure public safety. Maintain a safe distance.
- Evacuate unnecessary personnel
- Eliminate all ignition sources if safe to do so
- Provide first aid as needed
- Allow pipeline employees clear access to the site
- DO NOT attempt to operate any valves
- DO NOT attempt to extinguish any ignited natural gas

Contact Information:

- Tuscarora pipeline emergency number: (800) 447-8066
- Susanville Public Works gas tech on call: (530) 257-7236
- Tuscarora Susanville technician: (775) 530-5460



Railroad Hazardous Materials Emergency

Local Facilities:

- BNSF operates track and small facilities in the western areas of the county, including Westwood and Bieber
- UP operates track and small facilities in the eastern areas, including Susanville and the Sierra Army Depot

Emergency Actions:

- ❑ **Make immediate contact with the railroad involved or threatened:**
 - BNSF (800) 832-5452
 - UP (888) 877-7267

Personnel Safety

- Keep your head on a swivel!
- NEVER step ON a rail. Step OVER a rail. This is a major slip, trip, and fall hazard
- NEVER stand BETWEEN the rails.
- If it is necessary to climb on rail equipment, remember to maintain three points of contact at all times. Rail equipment ladders often curve around the profile of the car, and the first step up is a long way off the ground. When stepping down from the last rung, DO NOT jump. A good plan is to use your own ladders. Block the feet, and tie them off at the top of the car or equipment.
- Locomotive steps should be considered ladders. Always face the equipment going up and down, and maintain three points of contact.
- Locomotives in rail yards may be operated via remote control. NO crew to see you!

Incident Scene Safety

- Contact the railroad dispatching center, and report your emergency. Advise if train traffic needs to be stopped.
- Identify yourself, your agency, your city/state, and location
- Report all emergencies including stalled vehicles, grass fires, structural fires, and medical emergencies near or on railroad tracks.
- If you are at a derailment scene, beware of tipped and leaning equipment. Be especially aware of bent and stressed rail which can suddenly move and lash out. As the clearing operations begin, watch out for heavy equipment such as bulldozers and loaders
- When responding to any rail emergency, remember that rail equipment is very large, and does hang out over the edge of the track. Always park your vehicles AT LEAST 25 FEET out from the edge of any track.
- Use railroad milepost numbers and/or railroad-highway crossing DOT Numbers

Consult the AskRail application, if installed on an available device and approved for access. **Note: Access is not available to the general public. Prior download, installation and authorization is required.**

AskRail provides real-time information on:

- Contents of individual cars
- Contents of entire trains
- Emergency response procedures
- Contact information

For more information and a download link:

https://www.bnsfhazmat.com/wp-content/uploads/2016/03/UG_AskRail.pdf

Appendix N: HazMat Initial Actions Guide

Local Contact Numbers

9-1-1/Lassen County Public Safety Dispatch	9-1-1 or (530) 257-6121
Lassen County CUPA/Environmental Health	(530) 251-8528
Banner Lassen Medical Center Emergency Dept.	(530) 252-2096
Lassen County Agriculture Commissioner	(530) 251-8110
Lassen County Office of Emergency Services	Emergency: (530) 257-5575 (Dispatch) Office: (530) 257-8504
Lassen County Public Health Department and Health Officer	24 hour/Emergency: (530) 310-2428 Office: (530) 251-8183
Lassen County Public Works/Roads	Emergency: (530) 252-1588 Office: (530) 251-8288
Local Fire Departments Susanville Interagency Fire Center	(530) 252-1588 (SIFC)
Railroads: Burlington Northern Santa Fe (BNSF) Union Pacific (UP)	(800) 832-5452 (888) 877-7267
Susanville Interagency Fire Center	(530) 252-1588
Susanville Police Department	(530) 257-1083
Susanville Public Works Department	Emergency: (530) 252-1588 (SIFC) Gas Utilities: (530) 257-1041 Streets: (530) 257-1050
TransCanada/Tuscarora Pipeline	Emergency: (800) 447-8066

Appendix O: Emergency Public Information Checklist

Source: CalOES Hazardous Materials Tool Kit (updated 2014)

Information Officer

The following are examples of information material to assist the Information Officer (IO):

HAZARDOUS MATERIALS DO NOT CROSS HAZARDOUS MATERIALS DO NOT CROSS

**Media
right to
access**

In exercising their First Amendment rights, duly authorized representatives of the media (any news service, newspaper, or radio or television station or network) are allowed to enter a closed area, according to the California Penal Code § 409.5 (d).

All reasonable efforts should be made to accommodate members of the media in their collection of the news; however, "upon determination by authorized personnel (409.5 of the Penal Code authorizes more than just police to close areas) that unrestricted access of press representatives to a disaster site will interfere with emergency operations, restrictions on media access may be imposed for only so long and only to such extent as is necessary to prevent actual interference, and members of the press must be accommodated with whatever limited access to site may be afforded without interference [Leiserson v. City of San Diego (Appellate.4 Dist.1986)]."

Further, "a sheriff has a statutory duty to enforce the laws of the state and maintain public order and safety, and such duty implicitly carries authority to limit public access to certain events, including discretion to permit or not permit press and reporters to cross police lines [Los Angeles Free Press, Inc. v. City of Los Angeles (1970)]." Members of the media should be aware that any personnel and/or equipment exiting the Exclusion Zone (Hot Zone) may be subject to decontamination. Access may also be restricted if a site is determined to be a crime scene.

HAZARDOUS MATERIALS DO NOT CROSS HAZARDOUS MATERIALS DO NOT CROSS

Appendix O: Emergency Public Information Checklist

Emergency Public Information Checklist

The following Emergency Public Information (EPI) Checklist is specific to hazardous material incidents and should be considered in addition to the basic EPI Checklist within a jurisdiction's emergency plan. EPI actions are initially taken by the on scene IO Team, using personnel assigned by the primary responding agency (additional EPI Staff may be requested from the jurisdiction). The EPI staff at the Emergency Operating Center (EOC) will be mobilized depending on the extent of the hazard. Media should be briefed periodically throughout the year on hazardous material incident response procedures and related EPI procedures.

NOTE: *According to ICS, all press releases **must** be cleared through the on-scene Incident Commander/Unified Command! The EOC Manager is authorized to release information about EOC issues only.*

Unidentified Material

- If the incident is in a heavy traffic area and alternate routes are available, notify media (radio) and request frequent announcements of instructions to avoid the area (coordinate announcements with responding law agency).
- Notify media with full explanation as soon as material has been identified (clear with Incident Commander and technical adviser to avoid unduly alarming or confusing the public).
- If traffic will not impede response efforts, simply respond to media inquiry as necessary.

Low Hazard/Confined Incident (No General Evacuation)

- If appropriate, notify media (primarily radio) that incident has occurred. Indicate alternate routes for traffic and request frequent announcements of instructions to avoid the area.
 - Indicate nature of incident and precautions for the public.
 - Release hotline number for public inquiries (if available and staffed).
 - Indicate response agencies involved (coordinate with response agency IOs), cleanup efforts underway, and time frame for resumption of normal traffic patterns, if known.

High Hazard Incident (General Evacuation Requested/Mandatory)

- Release all of the above information.
- Release evacuation instructions to media (radio). Use established **Emergency Alert System (EAS)** procedures as appropriate.
- Release mass care information when known (coordinate with the care and Shelter Branch at the incident and the American Red Cross).
- Have medical/technical spokesperson(s) available to describe the nature of the toxic substance, possible symptoms, and precautions for the public to take.

Source: CalOES Hazardous Materials Tool Kit (updated 2014)

Appendix O: Emergency Public Information Checklist

- Hold media briefing(s) at scene where Incident Commander and medical/technical spokesperson can answer media questions. Arrange for Emergency Manager to hold similar media briefings at the EOC if needed. Spokespersons should be prepared to answer questions similar to those listed below. Suggested responses or cautions are given in quotations:
 1. How many deaths/injuries were there? Any property damage?
 2. What response agencies were involved?
 3. Why was evacuation ordered? Why wasn't evacuation ordered? Number of persons evacuated.
 4. What are the long-term effects on people and the environment? Note: Long-term studies have not been done on most chemicals. Be careful not to speculate.
 5. What chemicals are involved? How toxic are they? What symptoms are produced? What are their normal uses? What precautions should residents take?
 6. What company/agency was involved? Is legal action being considered? Unless a definite Yes or No answer is known, do not speculate. Indicate "I don't know at this time," or "That would be the responsibility of the _____ and I can't answer for them."
 7. Has the company been involved in any other incidents recently?
 8. Does this jurisdiction have a plan for response to such incidents? If not, why? If so, how did it work? Answer honestly. If there are areas of improvement needed, or if more time is required to fully evaluate response procedures used, so indicate.
 9. What hazardous material incident training is required for your response personnel? How can such incidents be avoided in the future? Do not speculate. "This is a subject all the agencies involved, including the _____ company, will be delving into during the next few months. We all want to avoid incidents of this type if at all possible."

Sample Media Message #1: Unidentified Spill/Release in Heavy Traffic Area

This is _____ at the _____. An unidentified substance, which may be hazardous, has been spilled/-released at _____ (specific location). Please avoid the area, if possible, while crews are responding. The best alternate routes are _____. If you are already in the area, please be patient and follow the directions of emergency response personnel. The substance will be evaluated by specially trained personnel, and further information will be released as soon as possible.

Thank you for your cooperation.

Source: CalOES Hazardous Materials Tool Kit (updated 2014)

Appendix O: Emergency Public Information Checklist

Sample Media Message #2: Low Hazard/Confined Incident (No General Evacuation)

This is _____ at the _____. A small amount of _____, a hazardous substance, has been spilled/released at _____. Streets are blocked, traffic is restricted, and authorities have asked residents in the immediate _____ block area to evacuate. Please avoid the area. The material is slightly/highly toxic to humans and can cause the following symptoms (list): _____. If you think you may have come in contact with this material, you should (give health instructions and hotline number, if available). For your safety, please avoid the area if at all possible. Alternate routes are _____ and traffic is being diverted. If you are now near the spill/release area, please follow the directions of emergency response personnel. Cleanup crews are on the scene.

Thank you for your cooperation.

- Suggest: EAS use; request repeated broadcast.
- Optional: Close windows and vents. Do not use heaters or air conditioners and other in place protection information.

Sample Media Message #3: High Hazard (General Evacuation Requested/Mandatory)

This is _____ at the _____. A large/small amount of _____, a highly hazardous substance, has been spilled/released at _____. Because of the potential health hazard, authorities are requesting/requiring all residents within _____ blocks/miles of the area to evacuate. If you are (give evacuation zone boundaries), you and your family should/must leave as soon as possible/now. Go immediately to the home of a friend or relative outside the evacuation area or to _____. If you can drive a neighbor who has no transportation or notify friends or neighbors with hearing impairments, please do so. If you need transportation, call _____. Children attending the following schools (list): _____ will be evacuated to _____.

Do not drive to your child's school! Pick your child up from school authorities at the evacuation center. Listen to this station for further instructions.

- Suggest: EAS use; request repeated broadcast
- Optional: The material is highly toxic to humans and can cause the following symptoms: _____. If you are experiencing any of these symptoms, seek help at a hospital outside the evacuation area, or at the evacuation center at _____. To repeat, if you are in the area of _____, you should/must leave, for your own safety. Do not use your telephone unless you need emergency assistance

Source: CalOES Hazardous Materials Tool Kit (updated 2014)

Appendix O: Emergency Public Information Checklist

Summary Statement for Media: Hazardous Material Incident

At approximately _____ a.m./p.m. today, a spill/release of a potentially hazardous substance was reported to this office by (a private citizen, city employee, etc.). (Police/fire) units were immediately dispatched to cordon off the area and direct traffic. The material was later determined to be (describe), a (hazardous/harmless) (chemical/substance/material/gas) which, upon contact, may produce symptoms of _____. Precautionary evacuation of the (immediate/X-block) area surrounding the spill was (requested/required) by (agency). Approximately (number) persons were evacuated. Cleanup crews from (agency/company) were dispatched to the scene, and normal traffic had resumed by (time), at which time residents were allowed to return to their homes. There were no injuries reported/or _____ persons, including (fire, police) personnel, were treated at area hospitals for _____ and (all, number) were later released. Those remaining in the hospital are in _____ condition. The response agencies involved were _____.

To be adapted according to the situation.

Source: CalOES Hazardous Materials Tool Kit (updated 2014)

Appendix P: Evacuation/Shelter in Place Checklist

EVACUATION/SHELTER-IN-PLACE SELECTION CRITERIA

This checklist is intended as a guide for incident commanders and government officials in determining the appropriateness of evacuation and/or sheltering-in-place during a hazardous materials emergency.

The information contained in this checklist is from the National Institute for Chemical Studies, Protecting the Public in a Hazardous Material Emergency (Final Project Report) (Charleston, WV: University of Charleston, 1988), pp. 10-12. This information is used with the permission of the National Institute for Chemical Studies. Refer to Part II, Section V of this plan - "Evacuation and Shelter-in-Place Actions" - for additional information on evacuation and sheltering-in-place.

INITIAL ASSESSMENT

1. Is this incident an actual or potential threat to public health and safety? If "Yes" or "Uncertain," continue to evaluate the incident using this checklist.
- Yes
- No
- Uncertain

REQUIRED INFORMATION

2. The following is necessary to properly evaluate the appropriateness of evacuation and/or shelter-in-place actions:
- Material(s) involved
- Population threatened
- Time factors involved
- Current and forecast weather conditions
- Ability to disseminate warnings and emergency public information
- Capabilities of emergency response organizations to contain, stabilize, and mitigate the emergency

TECHNICAL ASSISTANCE

3. Have technical experts (i.e., hazardous materials technicians/specialists, Division of Environmental Health personnel, CHEMTREC, the manufacturer, facility representatives, etc.) been consulted and/or recommended actions?
- Yes
- No

Appendix P: Evacuation/Shelter in Place Checklist

FACTORS IMPORTANT TO THE DECISION

4. _____ Evaluate factors related to the hazardous material(s) involved, its (their) characteristics, quantity, condition, configuration, and location:

_____ Physical characteristics:

_____ State: _____ Solid _____ Dust _____ Liquid _____ Gas

_____ Density: _____ High _____ Low

_____ Vapor pressure: _____ High _____ Low

_____ Water soluble: _____ Yes _____ No

_____ Explosive or flammable: _____ Yes _____ No

_____ Characteristics unknown

_____ Health characteristics:

_____ Toxicity: _____ High _____ Low _____ Irritant

_____ Type of hazard: _____ Inhalation _____ Ingestion _____ Dermal

_____ Hazard is: _____ Immediate (acute) _____ Long-term (chronic)

_____ Hazardous residue: _____ Yes _____ No

_____ Toxic combustion product: _____ Yes _____ No

_____ Unknown hazard.

_____ Quantity: _____

_____ Release factors:

_____ Contained, but offers potential for release.

_____ Uncontained: _____ Controlled _____ Uncontrolled

_____ Type of release: _____ Continuous _____ Cloud _____ Pool

_____ Vapor _____ Dust _____ Elevated _____ Ground-hugging

_____ Vapor is: _____ Heated _____ Cool _____ Caused by fire

_____ Location:

_____ Accessible: _____ Yes _____ No

_____ Distance to public: _____ ft/mi

_____ Material relative to public: _____ Above _____ Below _____ Same level

_____ Vapor enhancements or obstructions: _____

_____ Nearby hazards: _____ Yes (_____) _____ No

Appendix P: Evacuation/Shelter in Place Checklist

5. _____ Evaluate factors related to the population at risk, and its capability and resources to implement the recommended protective action:

_____ Population characteristics:

_____ Type: _____ Residential _____ Institutional _____ Commercial

_____ Industrial _____ Transient

_____ Density: _____ High _____ Low _____ Mixed

_____ People are: _____ Indoors _____ Outdoors _____ Near structures

_____ Population groups: _____ Families _____ Groups _____ Individuals

_____ Different languages spoken? _____ Yes (_____) _____ No

6. _____ Evaluate factors related to time and their effect on the selected protective action:

_____ Time of incident:

_____ Day of week/time of day: _____/_____

_____ Season: _____ Holiday _____ Tourist

_____ Rate of escalation or de-escalation of emergency:

_____ Release: _____ Over _____ Occurring _____ Predicted

_____ Release is unknown or unlikely

_____ Rate of release: _____ Rapid _____ Slow

_____ Likely duration of release: _____ min/hr

_____ Rate of movement of hazardous material:

_____ Rate is: _____ Known _____ Predicted _____ Uncertain

_____ Movement of material is: _____ Enhanced _____ Obstructed

_____ Time until contact with populated area: _____ min/hr

_____ Estimated time needed for protective action:

_____ Deploy emergency response personnel: _____ min

_____ Provide warning and emergency public information: _____ min

_____ **EVACUATION:**

_____ Likely public mobilization and travel time: _____ min/hr

_____ Mobilization and travel time for special populations (handicapped, institutional, commercial, industrial, recreational): _____ min/hr

_____ **IN-PLACE SHELTERING:**

_____ Public response: _____ min/hr

_____ Response time for special populations: _____ min/hr

_____ Likely duration: _____ min/hr

_____ Time required for environmental monitoring, termination, and building egress: _____ min/hr

7. _____ Evaluate the effect of present and forecast meteorological conditions on the control and movement of hazardous materials and feasibility of protective actions:

_____ Impact on hazardous material(s) movement:

Appendix P: Evacuation/Shelter in Place Checklist

- Wind direction: (from N, E, etc.)
- Wind speed: mph
- Wind gusty: Yes No
- Rain: Yes No
- Weather expected to change? Yes No
- Impact on emergency response capability:
 - Roads: Open Blocked Traffic delayed
 - Travel: Safe Dangerous
 - Difference between outdoor and indoor temperatures: °

8. Evaluate the capability to communicate with both the population at risk and emergency response personnel during and after the emergency:

- Communication with the public:
 - Able to warn public, handicapped, institutions, transients, etc.
 Yes No
 - Able to instruct public: Yes No
 - Able to update public and terminate response: Yes No
- Communication with emergency responders:
 - Able to notify and deploy emergency responders: Yes No
 - Able to activate Emergency Broadcast System and/or contact media:
 Yes No
 - Total coverage of area: Yes No
 - Able to contact mutual aid: Yes No

9. Evaluate the capabilities and resources of the response organizations to implement, control, monitor, and terminate the protective action(s):

- Mobilize available or required specialized personnel and resources:
 - Able to mobilize existing or additional resources and personnel:
 Yes No
 - Able to obtain specialized resources or control equipment: Yes No
- Control the hazardous materials:
 - Able to prevent, limit, contain, direct, and/or neutralize the release?
 Yes No
- Control an evacuation:
 - Evacuation plan available: Yes No
 - Road capacity adequate: Yes No
 - Enough personnel and vehicles: Yes No
 - Able to move handicapped, institutionalized, transients: Yes No

Appendix P: Evacuation/Shelter in Place Checklist

- Are reception and care facilities available for evacuees: Yes
No
- Control in-place sheltering:
- Structures available: Yes No
- Is public knowledgeable: Yes No
- Will public accept instructions: Yes No
- Able to initiate and terminate: Yes No
- Are institutions, commercial buildings, and industries prepared?
 Yes No

SELECT AND IMPLEMENT THE MOST EFFECTIVE PROTECTIVE ACTION(S)

10. Review the items marked on this checklist, noting the factors involved in this emergency (some factors are more important than others). Determine if evacuation, sheltering-in-place, or a combination of the two are appropriate.
 Evacuation Shelter-in-Place Both
11. Implement evacuation and/or in-place sheltering actions.
12. Terminate evacuation and/or in-place sheltering



Mazhew Rodriguez
Secretary for
Environmental Protection



Department of Toxic Substances Control

Deborah O. Raphael
Director
8900 Cal Center Drive
Sacramento, California 95826-3200



Edmund G. Brown Jr.
Governor

DTSC Policy for Removal of Hazardous Materials From Off-Highway Emergency Response Incidents

EMERGENCY REMOVAL ACTIONS:

Health and Safety Code, Section 25354 provides funding for the purpose of taking immediate corrective action necessary to remedy or prevent an emergency resulting from a fire or an explosion of, or human exposure to, hazardous substances caused by the release or threatened release of a hazardous substance.

The DTSC Emergency Response Unit provides for removal and disposal of hazardous substances from emergency hazardous materials incidents in response to requests from local agencies. This includes responding to abandoned hazardous substances, uncontrolled or threatened releases of hazardous substances, spill situations involving an unknown responsible party, or an incidents requiring stabilization or mitigation to prevent potential emergencies. Requests for removal actions or other assistance can be made by contacting the DTSC Emergency Response Duty Officer.

Note: Pursuant to H&S Code Section 25353, DTSC will not perform emergency removal actions for incidents where a government agency is the responsible party or otherwise has jurisdictional responsibility, unless special circumstances exist, such as an immediate danger of fire or explosion or significant threat to human health or the environment.

TO REQUEST DTSC ASSISTANCE:

DTSC assistance for off-highway removal and disposal of hazardous materials may be requested by local agencies such as local health, environmental health, fire, or law enforcement agencies. A business or a private citizen concerned about hazardous materials, an emergency hazardous materials incident, or some abandoned hazardous materials, should contact one of the above-mentioned local government agencies.

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

A local government agency wanting to request DTSC assistance during normal work hours (Monday-Friday, 8:00 AM-5:00 PM), should call the State Department of Toxic Substances Control (DTSC) at (800) 260-3972 or (916) 255-6504, and request to speak to the **DTSC Emergency Response Duty Officer**. Between 5:00 PM and 8:00 AM, weekends, or on holidays, call the California Office of Emergency Services (Cal OES) Warning Control Center at (800) 852-7550. Notify Cal OES of the incident and of the fact that you are requesting DTSC assistance for the emergency removal. They will contact the DTSC Emergency Response Duty Officer who will then contact you.

INFORMATION REQUIRED

Before requesting assistance, you should:

- 1) Determine if the material is a hazardous waste or hazardous substance.
- 2) Determine whether any containers are leaking, and the quantity released, if any.
- 3) HAZCAT (perform hazard categorization tests) to identify or categorize the hazards presented by the substances. **To qualify for state funding of a removal action, the substances must exhibit at least one of the following characteristics or criteria:**
 - ✓ Toxicity
 - ✓ Corrosivity (A pH of 12.5 or higher, or a pH of 2.0 or less)
 - ✓ Reactivity to air or water
 - ✓ Flammability
 - ✓ Explosivity
 - ✓ Have some other characteristic that makes it a serious hazard to human health or the environment.
- 4) Prepare an inventory of materials requiring removal, including approximate quantity, chemical name or type (hazard class), number and size and condition of containers and the approximate quantity or surface area of contaminated soil, if any.
- 5) Determine the location of the incident relative to waterways, public access, and nearest population.
- 6) Determine whether the property is publicly or privately owned (areas under the control of Indian reservations or federal or state agencies may not be eligible for funding).
- 7) Gather any available information regarding the responsible party (RP).
- 8) Determine whether the RP (if known) is able or willing to pay.
Note: An attempt must be made to contact the RP (if known) and inform them of their responsibility to pay.
- 9) Determine whether the incident would be more appropriately handled and/or funded by another agency (See the Section entitled "Alternative Funding" below). If you are unsure or have questions about alternative funding sources contact the Emergency Response Duty Officer.

THE DTSC EMERGENCY RESPONSE DUTY OFFICER

The DTSC Emergency Response Duty Officer (Emergency Response Duty Officer) will evaluate the above information to determine if the incident is eligible for an emergency removal action. If the incident qualifies for DTSC assistance:

- 1) The Emergency Response Duty Officer will contact and dispatch a contractor to perform the removal and disposal. **This is not a reimbursement program. Do not contact a local contractor and dispatch them on your own. If you do contact a contractor and request their services, your agency will be responsible for any costs incurred.**

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

- 2) The Emergency Response Duty Officer will establish the scope of work for the contractor. Any changes to the scope of work must be approved by the Emergency Response Duty Officer. **DTSC will not pay for work that was not authorized by the Emergency Response Duty Officer.**
- 3) The Emergency Response Duty Officer will provide you with an Emergency Response Expenditure Report (ERER) number, which must appear on all documentation submitted to DTSC.
- 4) DTSC's Emergency Response Unit will not conduct removals in situations that are not emergencies. The Emergency Response Duty Officer will only provide removal and disposal of those hazardous materials which meet one or more of the above criteria specified in this policy document, and pose a serious threat to human health or the environment. If it is not an emergency, or does not pose serious threat to human health or the environment, the incident will not qualify for DTSC assistance. If you are unsure whether a situation warrants a removal action, contact the Emergency Response Duty Officer and provide the required information. The Emergency Response Duty Officer will determine whether an emergency removal action is warranted.
- 5) 5) If the incident exceeds the resources available from DTSC, the Emergency Response Duty Officer will contact the U.S. Environmental Protection Agency (USEPA) and request assistance.
- 6) 6) If technical assistance is needed from DTSC, the Emergency Response Duty Officer will contact the appropriate staff and coordinate their involvement in the response. The DTSC Emergency Response Program will not perform site mitigation or remediation activities. If your agency requires state assistance in performing a remedial action at a hazardous waste site, the Emergency Response Duty Officer will assist in referring the request to the appropriate DTSC office.

The on-scene response personnel must attempt to identify the wastes involved by field testing (HAZCAT) or observation. If your agency cannot accomplish this task, the Emergency Response Duty Officer may send a contractor to perform that task, but will not be able to provide removal if the materials do not exhibit one or more of the HAZCAT characteristics specified in number 3 under "Information Required" above.

DOCUMENTATION

As a condition of receiving assistance from DTSC, the requesting agency is required to provide on-scene oversight, including documentation of removal actions. This includes filling out and signing the Off-Highway Emergency Removal Incident Report and the Off-Highway Emergency Removal Work Log. The requesting agency must also sign the Hazardous Waste Manifest on the "Generator" line (Line 15).

The Off-Highway Emergency Removal Incident Report, Emergency Removal Work Log, and any other documentation should be mailed to DTSC within 10 working days of the initial request for DTSC assistance. All such information should be mailed to:

**DTSC, Emergency Response Unit
8800 Cal Center Drive
Sacramento, CA 95826**

For incidents not involving drug lab waste, the requesting agency is the Generator. In addition to signing on line 15 of the Manifest, the requesting agency's name and mailing address should be written or typed on line 5 of the Manifest, and so DTSC should not appear there. The requesting agency's main office phone number should go on line 3 of the Manifest.

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

SPECIAL POLICIES

ALTERNATIVE ASSISTANCE

- ✓ If there has been a release to fish or wildlife habitat, call Cal OES at (800) 852-7550 and request assistance from the Department of Fish and Wildlife, Fish and Wildlife Pollution Account.
- ✓ If the incident is an oil spill, request assistance from the Department of Fish and Wildlife Office of Oil Spill Prevention and Response, Oil Spill Response Trust Fund by calling (916) 445-0045.
- ✓ If there has been a release to surface or ground water, request assistance from the State Water Resources Control Board (SWRCB), Water Pollution Cleanup and Abatement Account by calling Cal OES at (800) 852-7550 and requesting that they contact someone at the SWRCB.
- ✓ If the incident is on a State highway or within a State highway right-of-way, call Cal OES at (800) 852-7550 and request assistance from the California Department of Transportation.
- ✓ If the incident involves radioactive materials, call Cal OES at (800) 852-7550 and request that Cal OES call the California Department of Public Health (CDPH) Duty Officer who will then contact the CPDH Radiologic Health Branch.

EPA IDENTIFICATION NUMBERS

The agency requesting DTSC assistance for an emergency removal of hazardous wastes must include an EPA Identification (EPA ID) number on the manifest. Normally, the requesting agency will use the County's EPA ID number, which has the format: CAS 111 111 0XX, where XX is the County Number, between 1 and 58. The Emergency Response Duty Officer can provide this number to on-scene personnel, if needed.

If the responsible party is conducting the removal but needs an EPA ID number to manifest Non-RCRA waste, or RCRA waste that does not exceed 220 lbs., they may obtain a California EPA ID number by calling DTSC at (800) 618-6942 or (916) 255-1136 Monday - Friday 8:00 AM to 5:00 PM. From 5:00 PM to 8:00 AM or on weekends or holidays etc., they can obtain a Temporary California EPA Number from the DTSC Emergency Response Duty Officer.

If the responsible party needs an EPA ID number for RCRA waste, or a combination of RCRA waste and Non-RCRA waste, where the RCRA waste exceeds 220 lbs., they should call (800) 300-2193. Upon calling that number, the caller will hear a message which will direct them to press #1 to contact the National Response Center (NRC) if they have not yet reported the spill. If they have already made the spill notification, they should press #3 to contact the USEPA Region 9 Duty Officer who will provide the caller with an EPA ID Number for the RCRA waste.

INNOCENT LANDOWNERS

In instances where hazardous materials have been abandoned on property where the owner is clearly not the perpetrator and the materials do not have an identifiable owner, DTSC assistance may be requested from the Emergency Response Duty Officer.

GUARANTEE OF PAYMENT

If the responsible party (RP) wants or is willing to pay for the emergency removal, the RP may contact the HazMat contractor of their choice to make arrangements. However, many contractors are unwilling to perform cleanup/removal actions for private RPs without some proof of their ability to pay. In the middle of the night or on weekends, it is often not possible for RPs to provide that sort of proof. In such situations involving RPs that **are** willing to pay, the Duty Officer may guarantee payment so that the contractor will be paid if the RP fails to pay the invoice. **The Duty Officer will only do this if the RP agrees to use one of the DTSC contractors.**

EXCLUDED MATERIALS

The emergency removal of the following materials involved in incidents will not be funded unless

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

special circumstances exist which are determined by the DTSC Emergency Duty Officer to represent a significant threat to human health or the environment (e.g., the presence of PCB's unless confirmed by laboratory analysis):

- ✓ Waste oil (the mere presence of chlorine is not enough to demonstrate the presence of PCBs)
- ✓ Petroleum fuels (diesel, gasoline, crude oil, or any fraction thereof)
- ✓ Fuel tank spills from vehicular accidents
- ✓ Radioactive waste
- ✓ Infectious waste
- ✓ Latex paint
- ✓ Household hazardous waste/materials

RADIOACTIVE WASTE

DTSC does not handle radioactive materials. Radioactive wastes are handled by the California Department of Public Health (CDPH) Radiologic Health Branch. They should be contacted for assistance on an incident involving radioactive materials. They can be contacted Monday - Friday from 8AM - 5PM at (916) 445-0931 and after hours through Cal OES.

INFECTIOUS WASTE

DTSC will not provide removal of infectious waste.

CYLINDERS

In situations where it is necessary to move cylinders to a nearby safe location for emergency treatment (venting, sparging, neutralization, etc), the DTSC contractor will only do so when escorted by representatives of a law enforcement agency. The DTSC contractor must transport cylinder in a manner that will ensure that all workers involved with the transport are not exposed to health and/or safety hazards enroute.

GOVERNMENT LAND

Indian reservations and properties owned by the Federal Government or by the State of California may not be eligible for emergency removal actions (H&S Code Section 25353). The specific agency in control of the property will bear responsibility for the removal unless a clear emergency exists which the responsible agency is unable to address in a proper and timely manner. In remote areas or other instances where ownership is uncertain, the Emergency Response Duty Officer may authorize a removal if a delay to verify ownership would create an endangerment.

ON-HIGHWAY SPILLS

Releases on State highways, or within State highway right-of-ways, will be handled by the Caltrans. Reports of such releases should be addressed to Cal OES, who will in turn notify Caltrans.

Revised: 2-27-2012

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

State of California – California Environmental Protection Agency

Department of Toxic Substances Control

OFF-HIGHWAY EMERGENCY REMOVAL INCIDENT REPORT

DTSC Duty Officer: _____ EREER # _____

Date of Incident: _____ Time: _____

Address: _____ Zip: _____

Descriptive Location:

HAZARDOUS MATERIALS (ATTACH ADDITIONAL SHEETS, IF NECESSARY)

SUBSTANCE	QUANTITY	HAZCAT RESULTS

RESPONSIBLE PARTY (NAME, DRIVER'S LICENSE NUMBER, DATE OF BIRTH, VEHICLE REGISTRATION NUMBER, ADDRESS, PHONE) :

DESCRIPTION OF MITIGATION MEASURES (ISOLATION, EVACUATION, CROWD CONTROL):

REPORT BY : _____ TITLE: _____

OFFICE PHONE: _____ AGENCY: _____

I CERTIFY THAT THIS INCIDENT REQUIRED IMMEDIATE CORRECTIVE ACTION NECESSARY TO REMEDY OR PREVENT AN EMERGENCY RESULTING FROM EITHER A FIRE, AN EXPLOSION, OR HUMAN EXPOSURE TO HAZARDOUS SUBSTANCES:

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

OFF-HIGHWAY EMERGENCY REMOVAL WORK LOG

Date(s) of Removal: _____ ERE # _____

Location of Removal: _____

Contractor: _____ Phone: _____

Contractor's Representative: _____

Time of Contractor Arrival: _____ Time of Equipment Arrival: _____

Description of Extent of Contamination: _____

Soil: _____

Water: _____

Structure: _____

Description of Removal Activities: _____

EQUIPMENT USED			LABOR USED		
DESCRIPTION	TIME		JOB CLASSIFICATION	TIME	
	ARRIVE	DEPART		ARRIVE	DEPART

MATERIALS USED		MATERIALS USED	
DESCRIPTION	NUMBER OF UNITS	DESCRIPTION	NUMBER OF UNITS

(USE ADDITIONAL SHEETS FOR THE ABOVE INFORMATION IF NEEDED)

QUANTITY OF HAZARDOUS MATERIALS REMOVED (IDENTIFICATION PROCEDURES, LAB RESULTS IF AVAILABLE):

REGISTERED HAULER USED: _____ HAULER NUMBER: _____

MATERIAL TRANSPORTED TO: _____ MANIFEST NUMBER: _____

TIME AND DATE JOB WAS COMPLETED: _____

REPORT BY: _____ AGENCY: _____

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

State of California – California Environmental Protection Agency

Department of Toxic Substances Control

CLAN LAB REMOVAL WORK LOG

Date(s) of Removal: _____ CLUE # _____

Location of Removal: _____

Contractor: _____ Phone: _____

Contractor's Representative: _____

Description of Clandestine Laboratory (Type of Process): _____

Description of Removal Activities: _____

LABOR USED DESCRIPTION	TIME ARRIVED	TIME DEPARTED	EQUIPMENT USED DESCRIPTION	TIME ARRIVED	TIME DEPARTED

MATERIALS USED DESCRIPTION	NUMBER OF UNITS	EQUIPMENT USED DESCRIPTION	NUMBER OF UNITS

(USE ADDITIONAL SHEETS FOR THE ABOVE INFORMATION IF NEEDED)

COMMENTS ON CONTRACTOR'S PERFORMANCE: _____

REGISTERED HAULER USED: _____ HAULER NUMBER: _____

MATERIAL TRANSPORTED TO: _____ MANIFEST NUMBER: _____

TIME AND DATE JOB WAS COMPLETED: _____

REPORT BY: _____ AGENCY: _____

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

DTSC 1206 (8/02)
 State of California – California Environmental Protection Agency

Department of Toxic Substances Control

CLAN LAB REMOVAL INCIDENT REPORT

DTSC Duty Officer: _____ CLUE# _____

Date of Incident: _____ Time _____

Address: _____ Zip: _____

Descriptive Location: _____

HAZARDOUS MATERIALS (ATTACH ADDITIONAL SHEETS, IF NECESSARY)

SUBSTANCE	QUANTITY	HAZCAT RESULTS

CLAN LAB OPERATOR (NAME, DRIVER'S LICENSE NUMBER, DATE OF BIRTH, VEHICLE REGISTRATION NUMBER, ADDRESS, PHONE):

PROPERTY OWNER (NAME, DRIVER'S LICENSE #, DATE OF BIRTH, CAR REGISTRATION NUMBER, ADDRESS, APN, PHONE, ETC.):

US-EPA ID NUMBER (ISSUED FOR CLAN LAB): _____

Warrant Issued: YES ___ or NO ___

Law Enforcement Agency Case Number: _____

Warrant Number (if available): _____

REPORT BY (PRINT): _____ TITLE: _____

OFFICE PHONE: _____ SIGNATURE: _____

AGENCY: _____ TASK FORCE: _____

Appendix Q: DTSC Emergency Reserve/Clan Lab Procedures

Appendix R: Chemical Hazard of Illegal Cannabis Operations

Chemical Hazards of Illegal Cannabis Grow Operations & Butane Hash Oil Extraction

Overview:

Illegal cannabis grow operations and butane hash oil extraction impact every county in northern California, often at levels unrecognized by local emergency response agencies and healthcare services. Even after California's decriminalization of many marijuana activities, illegal activities persist, with potential hazards to responders, innocent members of the public, and even those engaged in these criminal enterprises.

Grows may include tens of thousands of plants, with attendant quantities of pesticides, fertilizers, motor fuels, and other hazardous chemicals. These large grows often occur on public lands or on large tracts of private land, either with or without the knowledge of the landowner.

Butane hash oil, often known as butane honey oil or BHO, is extracted from cannabis plant material using butane as a solvent. When a butane-rich atmosphere finds an ignition source, fire is a predictable outcome.

Although the long term environmental damage caused by illicit grows is becoming widely recognized, the scope of this paper is limited to the hazards of chemical exposure to public safety, environmental health, and other responders who may find themselves involved in a raid, crop eradication, plant transportation, or a medical aid call. The risk is not limited to those who respond to a grow site, but may be shared by staff at a medical facility where a contaminated worker may report spontaneously.

Cannabis Grow Operations

1.4 million illegal marijuana plants were eradicated in California in wildlands in 2017. It is estimated that only 25% to 40% are discovered by authorities. Small grows are generally considered to be between 500 and 1,500 plants. Large grows have been found to contain as many as 80,000 plants. Grows of 10,000 to 20,000 and more are common in the Northstate.

These illicit commercial grows share many practices in common, including:

- off-label use of chemicals
- smuggling products banned in the U.S. for decades
- disregard for safety practices, and
- leaving behind large quantities of chemical and other wastes.

Even if the crops had been legal, not one of the trespass grows discovered during the period of 2010 to 2014 would have been permitted by state or federal agriculture agencies.

Agent	Key ingredients	Chemical hazards
Fertilizers	Ammonia, nitrate based	Toxic, reactive
Insecticides	Organophosphorous based	Toxic
Fungicides	Sulfur based	Toxic
Rodenticides	Organophosphorous or anticoagulant	Toxic; skin absorption
Rooting promoter	Silica based	Respiratory toxin

Appendix R: Chemical Hazard of Illegal Cannabis Operations



Assorted products retrieved at a 3,000 plan grown in Northern California

Product packaging may bear warning labels, indicating these toxic hazards.

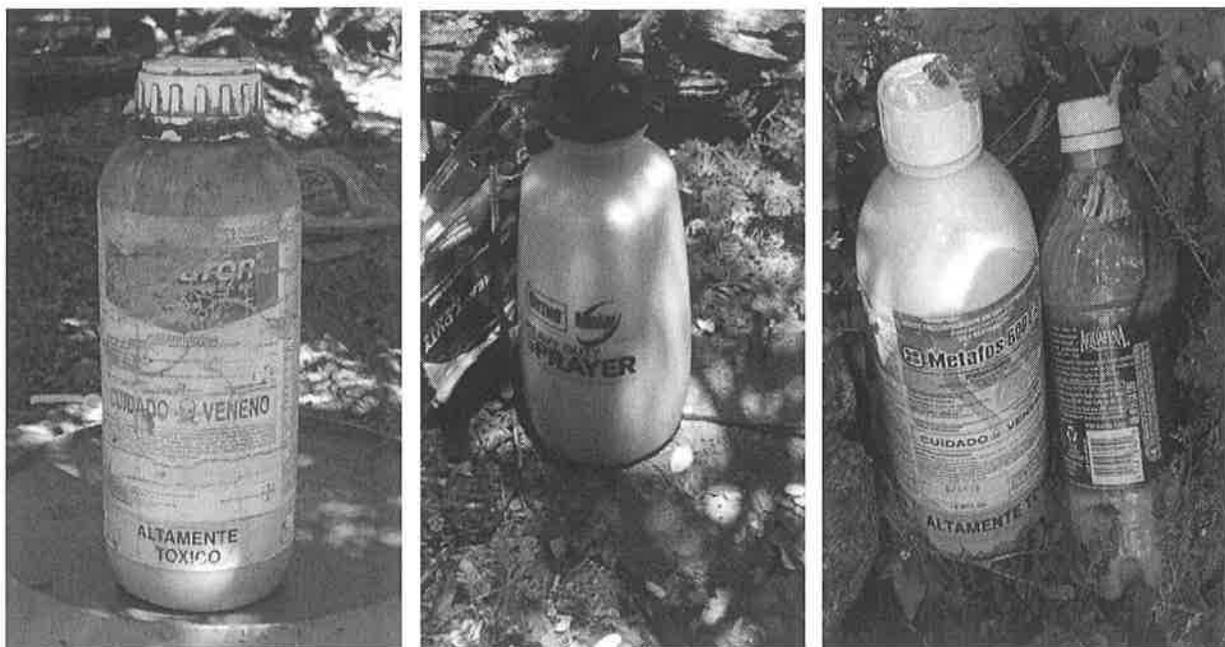
SIGNAL	TOXICITY RATING	LETHAL DOSE 160 lb. human ²
Danger ¹	Highly toxic OR Highly corrosive	Few drops to 1 Teaspoon.
Warning	Moderately toxic	1 Teaspoon to 1 Tablespoon.
Caution	Least toxic	1 Tablespoon to a pint or greater.
<p>¹ Sometimes the word 'Danger' appears with the word 'Poison' and the skull and crossbones symbol for extremely toxic pesticides. Danger by itself usually relates to the pesticide's capacity to cause serious skin or eye damage.</p>		
<p>² Remember that a 40 lb. child could be poisoned by one-fourth the amount required for an adult. Always store pesticides in their original containers and keep away from children, livestock, pets and anyone not trained in pesticide use.</p>		

Appendix R: Chemical Hazard of Illegal Cannabis Operations

Carbofuran is one of the most common and hazardous products used at these sites, being found in 78% of the plantations eradicated in 2017, up from 15% in 2012. It is a neurotoxic pesticide going by a number of different trade names. The product has been banned in the U.S., Canada, and the European Union since 2009, and containers found at California grow sites invariably are smuggled into the country.

Identifying features of Carbofuran include a distinctive pink color when mixed with water, its most commonly found state. Many have compared its appearance to Pepto Bismol. It is packaged as a light colored crystalline powder. When dry on plants, it has a white or light grey color. It has a tendency to coat its container, and since 2012 has always been found with Spanish language labeling. It must be diluted for application, so is often found in backpack sprayers and other mixing and application containers.

It has been known to be mixed with foods and placed to bait those animals. A quarter teaspoon will kill a 300-pound bear.



Examples of Carbofuran as found at illegal marijuana grows in Northern California

Signs and symptoms of Carbofuran exposure are similar to military nerve agents and other organophosphate compounds. According to the manufacturer's 2016 Safety Data Sheet:

This substance is a reversible cholinesterase-inhibiting pesticide, which elicits symptoms in humans typical of cholinesterase inhibition including headache, light-headedness, weakness, abdominal cramps, nausea, excessive salivation, perspiration and blurred vision. More severe signs of cholinesterase inhibition include tearing, pin-point pupils, excessive respiratory secretions, cyanosis, convulsions, generalized tremor and coma. Excessive cholinesterase inhibition may result in death.

It bears repeating here that concentrations found at grow sites may be 1,000 times greater than the manufacturer's directions for use.

In these high concentrations, Carbofuran persists in the environment for years. In an October 2017 Shasta County case, US Forest Service cleanup workers were restoring a former grow site that had been eradicated and abandoned in 2014. Several team members sustained toxic exposures 39 months after the site had been eradicated and abandoned.

Appendix R: Chemical Hazard of Illegal Cannabis Operations

Chemicals may be present in any or all of these areas of a grow site:

- Growing plants
- Cut, drying, and processed product
- Contaminated soil throughout the camp environment
- Areas of chemical mixing, preparation, storage, and dumping

Other common chemical hazards in addition to crop enhancing chemicals include diesel fuel, gasoline, and propane, often found in containers with questionable integrity. Large indoor grows may have atmospheres artificially enhanced with carbon dioxide, leaving the oxygen concentration in question.

Other dangers in addition to the chemical hazards at these locations include booby traps, the frequent presence of firearms, and violent confrontations by those tending the grow sites. A more mundane hazard is poor hygienic practices and abundant amounts of human waste.

Recommendations:

- Those who may respond to these sites should be trained to recognize these hazards and take effective protective actions
- Once a scene is secure from threats from suspects, pause to assess remaining hazards, including booby traps and chemicals
- Develop a plan for safe search, evidence collection, and crop eradication
- Personal protective equipment (PPE) should be used whenever practical, including
 - Lightweight chemical protective clothing, such as Tyvek coveralls
 - Eye protection
 - Respiratory protection, such as dust masks
 - Lightweight moisture-resistant gloves, such as nitrile
 - Shoe or boot covers
- Contaminated PPE should be removed, contained, and discarded with due care
- When chemical resistant clothing is not practical or available, responders should take care to avoid unnecessary or repeated exposure to contaminated clothing, footwear, equipment, and vehicles.

Butane Hash Oil (BHO) Extraction Operations

In recent years BHO extraction has become commonplace in marijuana cultivation regions. This process typically uses butane as a solvent to extract the THC-rich oils from low-yield marijuana plant matter. The problem in western states is prevalent enough that many convenience stores sell cans of Butane by the case or pallet.

Although equipment is sold proclaiming its safety, it is still common to find low-budget makeshift or commercially available devices, often constructed from instructions widely available on the Web. Because Butane is heavier than air, it can collect undetected in low areas of a dwelling, trailer, or other indoor location where the process is under way. It can also soak into clothing, upholstery, and other soft goods. The butane/air mixture may be inadvertently ignited when an occupant takes a smoke break, the butane finds a pilot light, or a space heater or other appliance cycles on, causing an explosion and/or fire without warning.

Appendix R: Chemical Hazard of Illegal Cannabis Operations

Hazards to responders include:

- The potential to enter a structure with a Butane-rich atmosphere for a medical aid call or other request that doesn't provide warning of a chemical hazard.
- Large quantities of stored Butane canisters, both full and discarded "empties" that still pose hazards.
- Improvised security measures, including booby traps, false walls, hidden rooms, and firearms.



*One type of BHO extraction (L) The result of a BHO explosion and fire (R)
Both photos courtesy of the New Jersey State Fire Marshal*

Recommendations:

- Be alert for evidence of BHO extraction in dwellings and other locations. This might include:
 - PVC, plastic, steel, or glass extraction tubes with holes along the tube or in end caps. Some extraction tubes resemble pipe bombs, so respond accordingly.
 - Supplies of marijuana "trash", such as stems and stalks, possibly in quantities as large as one or more trash bags.
 - Large numbers of Butane canisters, including empties, which may fill trash bags or be tossed into a back yard or other disused space.
 - A location or occupant history of related activity.
- Consider alternatives to premise entry, such as directing occupants to exit to a safe distance.
- If necessary to enter or remain near a location, minimize the number of occupants and responders, take positive steps to eliminate ignition sources, wear structural firefighting gear, and minimize time in the hazard area.
- Consider fire protective measures.
- Notify law enforcement and hazardous materials authorities.

Appendix R: Chemical Hazard of Illegal Cannabis Operations

Casualty Decontamination Guide



Preparedness Consulting & Training, Int'l.
PO Box 2667
Weaverville, CA 96093-2667
www.pcti.org
(530) 941.9084

Appendix S: Casualty Decontamination Guide (PRISM)

This information is excerpted from several recent publications of the U.S. Department of Health and Human Services, Centers for Disease Control, and other authorities.

IMPORTANT NOTE: This is not intended as an operational guide, but as a training aid. Each agency and facility with potential responsibility for casualty decontamination should develop its procedures based on current best practices, regulations, and local capabilities.

It must also be remembered that every emergency is different, and there is no single procedure that is ideal for every one. First responders, receivers, support personnel, and their leadership should be sufficiently trained and practiced to guide specific actions and equipped to carry them out.

This material describes a procedure for decontaminating individuals as well as victims of a mass casualty incident. It was derived from Guidelines for Mass Casualty Decontamination during an HAZMAT/Weapon of Mass Destruction Incident: Volumes I and II, published by the U.S. Army Edgewood Chemical Biological Center (ECBC) and updated in August 2013, and from the Emergency Response Safety and Health Database.

Format and additional content have been provided by PCTI to aid in training and emergency operations. Added notes are provided in italics.

Decontamination Procedures

In this procedure, you:

1. Set up the decontamination and support areas
2. Conduct decontamination triage (for mass casualty incidents)
3. Disrobe the victims
4. Decontaminate the victims
5. Segregate victims for observation or treatment
6. Release the victims

Each of these steps is discussed in further detail.

Appendix S: Casualty Decontamination Guide (PRISM)

Step 1: Set Up Decontamination and Support Areas

Once the initial isolation and protective action distances (and thus the Hot, Warm, and Cold Zones) have been established, set up the decontamination and support areas. These include the:

- Primary decontamination corridor
- Secondary decontamination corridors (if necessary)
- Safe refuge/observation area
- Medical triage area

The decontamination and support areas are established within the Warm Zone, also referred to as the Contamination Reduction Zone.

Decontamination Corridors

Decontamination involves thorough washing to remove contaminants. It should be performed in an area upwind of the Hot Zone. An area that is uphill, with good drainage, and easily accessible for responders is preferred.

In mass casualty incidents, decontamination corridors can be set up that consist of high volume, low pressure water deluges. An effective and expedient method for setting up a water shower deluge is to use the Ladder Pipe Decontamination System (LDS):

- Position two fire engines parallel to each other and approximately 20 feet apart to create a corridor of water spray from both sides using hose lines and deck guns
- If available, position an additional truck with a ladder pipe to provide high-volume, low-pressure water flow from above
- Assign personnel to decontamination stations to control and instruct victims when they enter the decontamination area

If the contaminant was a liquid — especially an oily liquid (e.g., sulfur mustard) — then secondary decontamination with an emulsifier (such as soap) may be necessary. Secondary decontamination corridors should be set up between:

- The primary decontamination corridor and the medical triage area AND
- The primary decontamination corridor and the safe refuge/observation area

If sufficient resources are available, multiple LDSs may be used to:

- Lengthen decontamination corridors to accommodate larger groups of victims
- Decontaminate different groups separately (for example, ambulatory vs. non-ambulatory victims)
- Decontaminate victims at hospitals

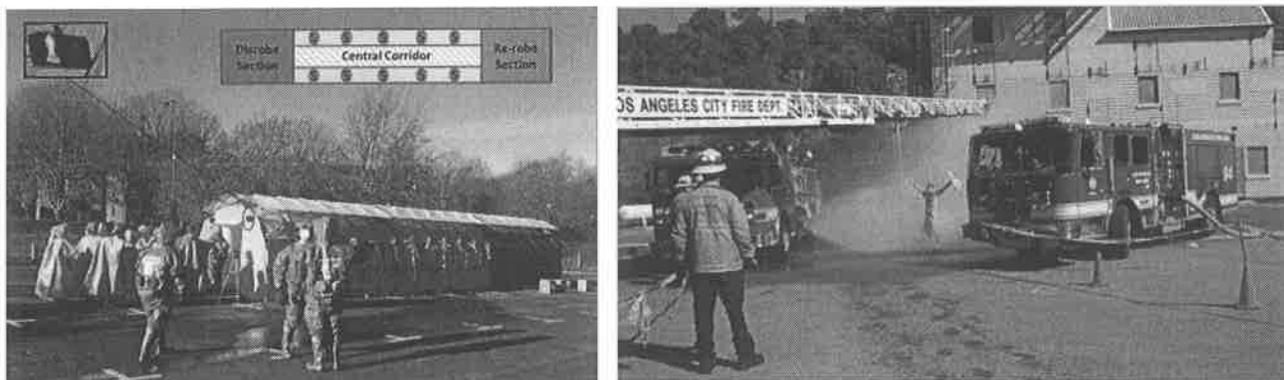
The decontamination system should be designed to include:

- Children of all ages
- Unattended children
- Non-ambulatory subjects
- Those with special needs

It should also allow families to stay together.

Appendix S: Casualty Decontamination Guide (PRISM)

Use step-by-step, child-friendly instructions that explain to children and parents what they need to do, why they are doing it, and what to expect. Take into consideration that infants are slippery when wet. You may need an inventive way to get them through the decontamination process using plastic buckets, car seats, or stretchers.



Photos: Mass decontamination unit and improvised “ladder pipe system” decontamination examples.

Safe Refuge/Observation Area

Set up or assign an area or building as a safe refuge/observation area for victims who do not require medical attention. Here they can be monitored for a delayed outbreak of symptoms or indications of residual contamination.

Unattended children may require supervision. Provide additional staff as necessary. Recommended age-appropriate staffing ratios for unattended children are:

- 1 adult to 4 infants
- 1 adult to 10 preschool children
- 1 adult to 20 school-age children

Medical Triage Area

Set up a separate medical triage area for victims who are symptomatic and might require treatment and transportation to a medical facility.

Take precautionary measures to preserve the health and safety of emergency responders working within the Contamination Reduction (Warm) Zone and the Exclusion (Hot) Zone. This includes ensuring responders wear appropriate personal protective equipment (PPE).

Appendix S: Casualty Decontamination Guide (PRISM)

Step 2: Conduct Decontamination Triage

Once the necessary areas have been set up, conduct decontamination triage on victims as they are evacuated from the Hot Zone.

Decontamination triage is especially important in mass casualty incidents and should not be confused with medical triage. Decontamination triage is the process of determining which victims require decontamination and which do not. Rapidly identifying victims who may not require decontamination can significantly reduce the time and resources needed for mass decontamination.

Direct victims to either the decontamination corridor or the safe refuge/observation area, depending on their condition:

Victim routing

Victim can walk, has no symptoms or obvious signs of exposure	Direct to the Safe Refuge/Observation Area to be monitored for delayed symptoms
Victim can walk, exhibits symptoms or has been exposed to the contaminant	Direct to the decontamination area
Victim can't walk, exhibits symptoms, or has been exposed to the contaminant	Assist through the decontamination area or transport directly to a medical facility, depending on the severity of injuries Note: Patients should generally not be transported to a medical facility while still contaminated. Doing so delays patient decontamination, prolongs exposure, contaminates the transport vehicle, and complicates care at the receiving facility. Carefully consider any such transport.

Step 3: Disrobe Victims

Guided disrobing is shown to remove 90% of contaminants.

- Perform disrobe as early as possible after exposure. Do not delay disrobe while waiting for decontamination.
- Assign one or more responders to monitor and direct disrobing. Consider preparing multi-lingual instruction cards, pictorial instructions, gestures, and other communications methods to assure understanding.
- Avoid removing clothing over the head; provide shears to cut off such clothing items or instruct victims to hold breath, close eyes, and hold garment away from face during removal
- Place contaminated clothing, jewelry, and other personal items in durable plastic bags. Use clear bags or label with the owner's name.
- If decontamination will be delayed provide clean temporary cover or clothing after disrobe
- If victims are uncomfortable removing all their clothes, don't waste time arguing. In most cases, stripping down to underwear is a reasonable compromise.
- Allow/encourage families to assist one another as appropriate

Appendix S: Casualty Decontamination Guide (PRISM)

Step 4: Decontaminate Victims

Guide or assist victims in improvised (dry) decontamination.

- Remove contaminant by brushing, wiping, or blotting with absorbent material
- Move from head to toe
- Allow/encourage families to assist one another as appropriate
- Instruct victims to check for detectible residual contaminant
- Treat used absorbent materials as contaminated waste

Before victims go through the water shower, instruct them in the proper method for removing contamination (use signage with pictorial or written instructions in the appropriate language if possible). Direct them to:

- Cover open wounds.
- Moving from head to toe, thoroughly wash and rinse contaminated skin and hair.
- Avoid breaking or abrading their skin.
- Tilt their heads back, raise their arms, and spread their legs to expose their armpits and groin.
- Prevent runoff from their head or hair from getting into their eyes, nose, or mouth.
- Turn 90 degrees (a 1/4 turn) periodically to expose their entire body to the cross stream of water.

If the contamination involves:

- A particulate, fine aerosol, or gas: Victims should rub with their hands, a soft cloth, or a sponge to remove contaminants, starting with their head and proceeding down their body to their feet.
- A liquid: Rubbing without the aid of soap is not recommended, since it may spread the agent over a larger surface area of the body, increasing the medical risk. Soap or a solution of detergent and water (which should have a pH of at least 8 but should not exceed 10.5) should be used as soon as possible, but its absence should not delay decontamination.

Direct victims through the gross decontamination corridor. Wash time should be at least 60 seconds but no longer than 3 minutes to ensure thorough soaking. (After 3 minutes, tissue damage from increased chemical absorption may occur with some chemical agents.)



Common casualty decontamination tools: Buckets, shears, sponges, wipes, soapy water, ground cover

Appendix S: Casualty Decontamination Guide (PRISM)

Step 5: Segregate Victims for Observation or Treatment

After victims have gone through improvised and gross decontamination:

- Direct them to technical decontamination, if necessary.
- Provide clothing or cover.
- This helps restore modesty and provides warmth. It may include things like disposable paper gowns, socks or slippers, foil rescue blankets, sheets, and even large plastic garbage bags.
- Note: Children and the elderly are at increased risk for hypothermia. Provide them warm showers, if possible, and blankets.
- Tag them to identify their decontamination status.
- This aids medical personnel and others in determining the potential risk to themselves when treating or assisting victims. The identification method should account for both primary and (if necessary) secondary decontamination. Examples include the use of colored rubber bands and special triage tags.
- Direct them for observation or treatment.
- Victims with no visible symptoms of contamination should be directed to the area(s) of safe refuge for observation where they can be monitored for a delayed outbreak of symptoms. Symptomatic and ambulatory victims should undergo additional medical triage and possible transport to a medical facility/transfer station.



SEMSA air ambulance at Banner Lassen Medical Center, Susanville CA

Appendix S: Casualty Decontamination Guide (PRISM)

Step 6: Release Victims

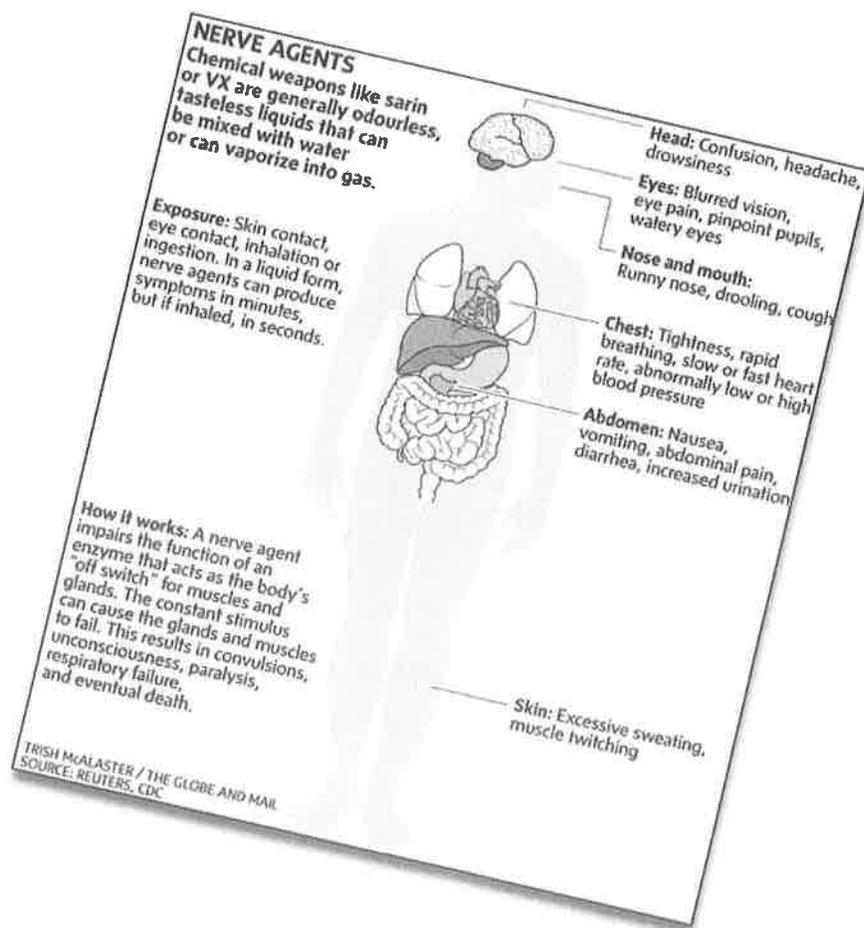
Prior to release, any evidence of residual contamination (such as off-gassing) should be examined by trained medical personnel. Perform secondary decontamination, if necessary.

Once the Incident Commander has consulted with the safety officer, medical team, technical specialists, and other response personnel and deems the incident scene safe and secure, victims in the safe refuge/observation area can be released. Victims sent to a medical facility/transfer station should be released as directed by medical personnel.

Once personal belongings have been decontaminated or deemed safe, they may be returned to victims.

Upon release, provide victims with information about delayed symptoms and guidance on seeking follow-up medical care.

Consider referral to mental health/counseling resources, or providing information for such services.



Special Considerations

Cold Weather

Cold, and even cool weather can promote hypothermia in nude and/or wet people, especially children, the elderly, and those with significant injuries or chemical exposure syndromes. Responders must remain alert for:

- Severe shivering
- Pallor in adults and flushed skin in children
- Decreased hand coordination
- Confusion
- Slurred speech

Note that even a light breeze intensifies the effects of cold.

Victims exhibiting signs of hypothermia may need to be treated both for exposure to the HAZMAT/WMD and exposure to the cold.

Plan to provide effective cover and/or prompt movement of victims to climate-controlled shelter.

First Responder & First Receiver Considerations

First responders and receivers are at risk of contamination during hazardous material incidents.

Pregnant or susceptible healthcare providers should not be permitted to work in:

- Pre-decontamination areas
- Decontamination areas

First responders may also require decontamination due to their proximity to the release, contact with contaminated victims, and clean-up of the contaminated area. Decontamination procedures are slightly different because of first responders' use of PPE.

Once a responder exits contaminated areas:

1. Wash PPE before removing it.
 - Use a soap and water solution and a soft brush.
 - Brush downward from head to toe.
 - Get into all areas, especially the folds in the garment.
 - Wash and rinse thoroughly until the contaminant is removed.
2. Remove the PPE by rolling it downward (from head to toe) and avoid pulling it off over the head.
3. When possible, remove respiratory protection after other PPE has been removed.
4. Place all PPE in labeled, durable, 6-mil polyethylene bags.

Appendix S: Casualty Decontamination Guide (PRISM)

Infants, Children, and Adolescents (Pediatric) Considerations

Infants, children, and adolescents have anatomical, physiological, psychological, and developmental characteristics that are different than the adult population.

First receivers and receivers should be prepared to deliver age-appropriate care, including decontamination.

Infants and children can have limitations in communication skills, self-care, independence, supervision, mobility, and comprehension of what is happening.

Infants and children may not be able to answer triage questions about their symptoms, or to follow instructions given to them.

Children and adolescents could be encouraged to do self-decontamination such as clothing removal and showering.

Ideally, decontamination of infants, children, and adolescents will maintain family units to maximize efficiency, minimize psychological trauma, e.g. from disrobing in front of others, and possibly improve physical outcome.

Elderly, Pregnant Women, and People with Chronic Medical Conditions: Considerations

In addition to Infants, children, and adolescents, the elderly, pregnant women, and people with chronic medication conditions should be considered for prioritization because of a possible higher risk for injury from a toxic exposure, and possible limitations in self-care, independence, supervision, and transportation.

For example, caring for older adults can range from people who are very active to those who are frail. Also, they could be living in short or long-term care facilities, and might not be mentally or legally competent to make their own decisions.

Appendix S: Casualty Decontamination Guide (PRISM)



Critical Phone Numbers for Professionals and the General Public

American Association of Poison Control Centers www.aapcc.org/

1-800-222-1222

(Staffed 24/7) phone number connects anyone in the US to their local poison center. All calls are answered by a medical professional, with the goal of providing immediate poison exposure management instructions.

ASPCA National Animal Poison Control Center www.asPCA.org/pet-care/poison-control/

1-888-426-4435

(Staffed 24/7) A fee may be charged per case. Allied with the University of Illinois College of Veterinary Medicine.

Centers for Disease Control / Agency for Toxic Substances Disease

Registry www.atsdr/cdc.gov/

1-770-488-7100 or 1-800-232-4636

(Staffed 24/7) CDC's main emergency operations center.

CHEMTREC www.chemtrec.com/

1-800-424-9300

(Staffed 24/7) public service hotline for emergency responders. CHEMTREC® is part of the American Chemistry Council.

Federal Bureau of Investigation (FBI) www.fbi.gov/investigate/wmd

1-202-324-3000 (Headquarters)

Contains resources for citizens and others to prepare for and respond to a terrorist event, including victim assistance, training, incident reporting, and understanding threat levels.

Federal Emergency Management Agency (FEMA) www.fema.gov/contact-us

1-800-621-FEMA

Contains chemical emergency-related information for households and communities, including preparation, and what to do during and after an emergency event.

National Response Center (US Coast Guard) www.nrc.uscg.mil/

1-800-424-8802

(Staffed 24/7) Federal point of contact for reporting oil and chemical spills; hotline for chemical & biological weapons of mass destruction incidents.

Appendix S: Casualty Decontamination Guide (PRISM)

Recent Planning Guidance

Patient Decontamination in a Mass Chemical Exposure Incident: National Planning Guidance for Communities (DHS)

<https://www.dhs.gov/publication/mass-decontamination-guidance>

A "Patient Decontamination in a Mass Chemical Exposure Incident: National Planning Guidance for Communities" provides non-binding recommendations for first responders dealing with mass chemical exposure incidents. The need for examination of current patient decontamination practices was identified by experts in the emergency response and medical communities and the White House National Security Council followed-up with a request to DHS and HHS for an evidence-based national planning guidance for mass patient decontamination in a large scale chemical release. Efforts to enhance preparedness for patient decontamination in a mass exposure incident may also benefit the care that is provided to individually contaminated patients in other circumstances. The guidance is intended for senior leaders, planners, incident commanders, emergency management personnel and trainers of local response organizations and health care facilities.

Recent Strategic, Tactical, and Operational Guidance

The Primary Response Incident Scene Management (PRISM) series of reports were written to provide authoritative, evidence-based guidance on mass casualty disrobe and decontamination during a chemical incident. For example, disrobing is an important decontamination method to protect people from chemical contamination. Removing clothes removes up to 90 percent of chemical contamination and wiping exposed skin with a paper towel or wipe removes another 9 percent of chemical contamination. After these steps, showering and drying off with a towel or cloth provide additional decontamination and can bring contamination levels down 99.9 percent. The PRISM guidance, based on scientific evidence gathered under a program of research sponsored by the Biomedical Advanced Research Development Agency (BARDA), is in three volumes: 1) Strategic Guidance, 2) Tactical Guidance, and 3) Operational Guidance.

Appendix S: Casualty Decontamination Guide (PRISM)

References

1. Guidelines for Mass Casualty Decontamination during an HAZMAT/Weapon of Mass Destruction Incident: Volumes I and II (PDF - 4.61 MB) (U.S. Army ECBC)
2. The Emergency Response Safety and Health Database (CDC/NIOSH)
3. Zhao X, Dughly O, Simpson J. Decontamination of the pediatric patient. *Curr Opin Pediatr*. 2016 Jun;28(3):305-9. [PubMed citation]
4. Johnson HL, Ling CG, Gulley KH. Curriculum Recommendations for Disaster Health Professionals. The Pediatric Population. (PDF - 684 KB) (National Center for Disaster Medicine & Public Health, Uniformed Services University of the Health Sciences. 2014)
5. Ling SG, McBee EC, Johnson HL. Curriculum Recommendations for Disaster Health Professionals. The Geriatric Population. (PDF - 313 KB) (National Center for Disaster Medicine & Public Health, Uniformed Services University of the Health Sciences. 2014)
6. Patient Decontamination in a Mass Chemical Exposure Incident: National Planning Guidance for Communities (DHS)
7. Primary Response Incident Scene Management (PRISM) series of reports (BARDA):
 - Volume 1: Strategic Guidance (PDF - 2.83MB)
 - Volume 2: Tactical Guidance (PDF - 1.70 MB)
 - Volume 3: Operational Guidance (PDF - 1.29 MB)

Appendix T: Pesticide Drift Protocol

Pesticide Drift Protocol Lassen County

- In January of every third year beginning in 2020, the County Agricultural Commissioner's office will provide to the County Environmental Health Department a list of any pesticides used in the production of an agricultural commodity which have had confirmed drift in the previous three years, or are known to drift or volatilize, and/or are applied at high rates per acre. If there are substantive changes to the types of agricultural chemicals in any year prior to the end of the three year cycle, the Agricultural Commissioner's office will send a list of these chemicals to the Environmental Health Department, Public Health Department, and local fire agencies in the CUPA jurisdiction.
- The Environmental Health Department will review this list and update the Pesticide Drift Appendix every three years as part of the Area Plan update process, and will distribute the updated Area Plan to all appropriate departments/agencies as noted above. The appendix will include chemical hazards, emergency response issues, decontamination, and emergency medical treatment.
- The Lassen County Agricultural Commissioner's office will be immediately contacted through Dispatch of any pesticide incident. They can provide product and exposure symptom information, and will be involved in the follow-up investigation. Other resources include, but are not limited to, the California Poison Control System and Department of Pesticide Regulations, listed in **Appendix L**.
- Notification procedures and coordination of evacuation or sheltering of affected non-occupational personnel shall be followed as provided in **Appendix J**, **Appendix P**, and the Lassen County/City of Susanville Joint Emergency Operations Plan.
- The Incident Commander shall, in coordination with responding agencies, determine the need for on-site or nearby emergency shelters. Shelter shall only be provided after decontamination of exposed individuals has been completed. Long-term evacuation and sheltering procedures shall be implemented as described in the local Emergency Operations Plan.
- Emergency response personnel and/or Dispatch shall assess the need for foreign language interpretation services. For example, they will need to be aware that individuals who do not speak English may not understand requests and instructions for decontamination or evacuation. The AT&T Language Line translation service or similar translation service can be used to assist with language issues.
- Banner Lassen Medical Center (BLMC) is responsible for notifying neighboring hospitals and other healthcare facilities of an incident. The Lassen County Health Officer may disseminate additional information on the suspected pesticide to physicians for appropriate treatment as provided by the California Department of Public Health (CDPH) Division of Environmental and Occupational Disease Control

Appendix T: Pesticide Drift Protocol

(DEODC). The designated Lassen County Health and Social Services Agency spokesperson or Public Information Officer (PIO) will assist in the dissemination of information concerning emergency shelter and medical treatment options and will coordinate with the Health Officer and BLMC representative as appropriate. Public service announcements concerning exposure and medical treatment options shall be broadcast for 7 days or as needed after a pesticide drift incident. Efforts to individually notify residents and businesses within a 1 mile radius of a pesticide exposure drift incident will be conducted on an as-needed basis. All notifications will identify the incident location, date, pesticide(s) involved, and availability for medical cost reimbursement.

- All medical treatment facilities will be notified through established Public Health networks of the availability for reimbursement of medical treatment costs for pesticide drift incidents as needed.
- The Agricultural Commissioner's office will investigate the incident as soon as possible to determine if any violations have occurred. If it is determined that a Class A violation as defined in 3 CCR 6130 (1) occurred, the Agricultural Commissioner will make a formal referral to the District Attorney as required by 3 CCR 6128 (c) (1) (A), or take an enforcement action. If the referral to the District Attorney is declined, the Agricultural Commissioner may take appropriate enforcement or compliance action.

Reviewed by:  Interim City Administrator

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Dan Newton, Interim City Administrator

Action Date: December 5, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider authorizing expenditure of City Council discretionary funds in support of the Holiday with a Hero event.

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: Councilmember Brian Moore has requested this item be placed on the agenda for consideration of authorizing the expenditure of city council discretionary funds in support of the Holiday with a Hero event.

The Susanville City Council adopted a civic contribution policy on September 5, 2018. Per the policy, each Councilmember is allocated \$1,000.00 in discretionary funds. Discretionary disbursements are eligible for activities that provide a community benefit. Each councilmember has \$700.00 remaining in their respective discretionary funds and may chose to allocate up to the full amount for the Holiday with a Hero event.

The Holiday with a Hero event provides and opportunity for our local youth to interact with public safety personnel in a positive environment that fosters trust and builds relationships. Positively engaging local disadvantaged youth with public safety personnel provides a benefit to the community. Disadvantaged community members are statistically more likely to commit crimes and having positive interactions with public safety personnel at a young age may ultimately lead to a reduction of crime and a greater likelihood for future positive interactions with law enforcement.

FISCAL IMPACT: Civic contributions from individual council members up to \$700.00 each.

ACTION REQUESTED: Motion to approve civic contributions from discretionary allocation for Holiday with a Hero event.

ATTACHMENTS: Civic Contribution Policy
Civic Contribution Budget

CITY OF SUSANVILLE CIVIC CONTRIBUTION POLICY

Discretionary Allocation Disbursements

1. Civic Contributions are defined as financial contributions to events, organizations, individuals, charities, and other activities that provide a benefit to the community.
2. Each City Council Member is allocated \$1,000 per fiscal year to be used at their discretion for civic contributions, upon approval of the majority of the city council, as voted on in open session of a properly noticed city council meeting.
3. When a Council Member desires to disburse funds from their discretionary allocation, the Council Member will notify Administrative Staff to place the item on the Agenda for Council Approval.
4. Upon depletion of the Civic Contribution fund, additional civic contribution approvals will require a budget amendment and will be subject to a higher standard of review and justification.
5. Organizations within the community seeking civic contributions should reach out to Council Members first, then to the City Administrator. Requests for Civic Contributions during public comment of a city council meeting will be addressed in one of three ways:
 - a. A Council Member may request, of Council, that the item be placed on a future agenda for disbursement from their discretionary allocation, if funds are available.
 - b. Defer to requests to City Administrator for consideration in accordance with item 6.
 - c. Council direction to place the item on a future agenda.
6. The City Administrator may place a civic contribution item on the Agenda for consideration by the entire City Council if the City Administrator finds that the item is of significant benefit to the public and the City Administrator can identify a funding source to accommodate the request.

Non-Discretionary Allocation Disbursements

1. Civic Contributions are defined as financial contributions to events, organizations, individuals, charities, and other activities that provide a benefit to the community.
2. Each year, as part of the budget preparation process, City Staff will contact recurrent recipients of civic contributions and solicit requests to be considered by City Council as part of the budget approval process.
3. Staff will attempt to accommodate all requests within the following guidelines for Non-Discretionary Disbursements.
 - a. Annual Budget for Non-Discretionary Allocation Civic Contributions will be \$5,000, unless otherwise approved by City Council.

- b. The Junior Fishing Derby will have an annual budget of \$1,000, unless otherwise approved by City Council; separate from the Non-Discretionary allocation. The \$1,000 funding for the Derby will first be taken from the Recreation Roundup Account which holds the donations from utility customers who roundup their utility bills to help fund the fishing derby. If funding in this account is less than the \$1,000 amount, the remaining funds will be taken from the budgeted line item
 - c. Organizations requesting funds for Non-Discretionary Allocation disbursements, must be a 501(c)(3) organization or a public agency.
 4. Upon depletion of the Civic Contribution fund, additional civic contribution approvals will require a budget amendment and will be subject to a higher standard of review and justification.
 5. Organizations within the community seeking civic contributions should reach out to City Council members first, then the City Administrator. Requests for Civic Contributions during public comment of a city council meeting will be addressed in one of three ways:
 - a. A Council Member may request, of Council, that the item be placed on a future agenda for disbursement from the non-discretionary allocation budget, if funds are available.
 - b. Defer to requests to City Administrator for consideration in accordance with item 6.
 - c. Council direction to place the item on a future agenda.
 6. The City Administrator may place a civic contribution item on the Agenda for consideration by the entire City Council if the City Administrator finds that the item is of significant benefit to the public and the City Administrator can identify a funding source to accommodate the request.

CITY OF SUSANVILLE
INCOME STATEMENT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2018

GENERAL FUND

	BUDGET	YTD ACTUAL	% EXPENDED	ENCUMBRA	UNEXPENDED	% UNEXP.
<u>ECONOMIC OPPORTUNITY</u>						
<u>CIVIC CONTRIBUTIONS</u>						
1000-466-33-4596	CONTRIBUTIONS-JR FISHING DERBY	1,000.00	.00	.00	0	1,000.00 100.00
1000-466-33-4597	CONTRIBUTIONS-HONEY LAKE JPA	80,000.00	80,000.00	100.00	0	.00 .00
1000-466-33-4600	CIVIC CONTRIBUTIONS	5,000.00	.00	.00	0	5,000.00 100.00
1000-466-33-4601	DISCRETIONARY - MAYOR STAFFORD	1,000.00	300.00	30.00	0	700.00 70.00
1000-466-33-4602	DISCRETIONARY - MYR PROTEM JF	1,000.00	300.00	30.00	0	700.00 70.00
1000-466-33-4603	DISCRETIONARY - COUNCIMBR MS	1,000.00	300.00	30.00	0	700.00 70.00
1000-466-33-4604	DISCRETIONARY - COUNCIMBR BW	1,000.00	300.00	30.00	0	700.00 70.00
1000-466-33-4605	DISCRETIONARY - COUNCIMBR BM	1,000.00	300.00	30.00	0	700.00 70.00
	TOTAL CIVIC CONTRIBUTIONS	91,000.00	81,500.00	89.56	0	9,500.00 10.44
	TOTAL ECONOMIC OPPORTUNITY	91,000.00	81,500.00	89.56	0	9,500.00 10.44
	TOTAL FUND EXPENDITURES	91,000.00	81,500.00	89.56	0	9,500.00 10.44
	REVENUE OVER (UNDER) EXPENDITURES	(91,000.00)	(81,500.00)	(89.56)	0	(9,500.00) (10.44)
	GRAND TOTAL REVENUE	.00	(592,275.92)	.00	0	592,275.92 .00
	GRAND TOTAL EXPENDITURES	(91,000.00)	(81,500.00)	(89.56)	0	(9,500.00) (10.44)
	TOTAL NET REVENUE(EXPENDITURES)	(91,000.00)	(673,775.92)	(740.41)	0	582,775.92 640.41