

**HARDIN COUNTY FISCAL COURT  
RESOLUTION NO. 2013-145**

**BE IT RESOLVED**, upon recommendation of Judge/Executive Harry L. Berry, to approve a grant application to the Division of Emergency Management for the FY 2014 Search and Rescue Aid Program.

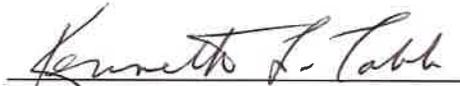
**BE IT FURTHER RESOLVED**, to authorize the County Judge/Executive to sign all documents concerning this grant, so as to expedite the grant process.

**ADOPTED**, by the Hardin County Fiscal Court in its regular meeting on 27 August 2013.



Harry L. Berry  
Hardin County Judge/Executive

ATTEST:



Kenneth L. Tabb  
Hardin County Clerk

# **FY 14 SEARCH & RESCUE AID PROGRAM**

## **APPLICATION**

**State Fiscal Year July 1, 2013 – June 30, 2014**



**Kentucky Emergency Management  
Administrative Branch  
Grants Management Section  
100 Airport Road 3<sup>rd</sup> Floor  
Frankfort, KY 40601**

**FY July 1, 2013 – June 30, 2014 (FY14)**

## **Search and Rescue Aid Program Announcement**

### **Request for Applications**

The Division of Emergency Management (KYEM) is pleased to announce the Request for Application period for the Commonwealth of Kentucky – FY 14 Search and Rescue Aid Program. The total amount available for distribution under this grant is estimated at \$120,000 statewide. A final funding level will be announced by August 1, 2013.

The purpose of this program is to assist Kentucky search and rescue squads with solving identified problems and preparedness gaps. Priority for grant funding will be given to rescue squads that have no other means of funding, i.e., federal grants, KOHS grants, etc., and to requests that fulfill unique needs within a community or region and teams that do not charge for services. These funds will be allocated by the Administrative Branch of the Division of Emergency Management through this competitive grant process. For additional information squads should refer to the FY 14 Rescue Aid Program Guidance.

#### **Key Application Dates**

Application period opens: July 9, 2013

Grant Development Workshop in Frankfort: July 9, 2013

Applications due to the Regional Coordination Centers: August 30, 2013

Regional review of applications: September 1 – September 30, 2013

CERC Grant Committee Meeting to Assess Applications: October 15, 2013

Award notification and briefings: October 20, 2013

\*dates are subject to change.

#### **Qualifying Programs**

Qualifying Rescue Squads must meet the following criteria to submit an application:

- Comply with KRS 39F.120
- Submit quarterly reports to KyEM within required time frame
- Shall have written bylaws and SOPs. A current copy of the bylaws and SOPs must be filed with the Regional Office of each squad.
- Have a vehicle dedicated solely to rescue service (unless waived by statute).
- Have a minimum of twelve (12) persons identified by name as active members of the rescue squad (these members are separate from fire service members for squads operating in conjunction with a fire division). Rescue squad members cannot be counted for more than one squad.
- Conduct a formal training program that consists of not less than two (2) hours of formal rescue training per month.
- Be formally affiliated with the local disaster and emergency services organization
- Shall maintain a full complement of **required minimum** equipment appropriate to the type of rescue to be undertaken as stated in their mission statement

Kentucky Revised Statute: Chapter 39F Search and Rescue

<http://www.lrc.ky.gov/KRS/039F00/CHAPTER.HTM>

Kentucky Administrative Regulations: Title 106

<http://www.lrc.ky.gov/kar/TITLE106.HTM>

**Kentucky Emergency Management**  
**FY 2014**  
**July 1, 2013 – June 30, 2014 Search and Rescue Aid Program**  
***Terms and Conditions***

1. The award process will not begin until the KYEM Administrative Branch receives a duly executed Acceptance of Terms and Conditions due with the application.
2. Funds awarded for the FY 14 KYEM Search and Rescue Aid Program will be distributed in one payment and are subject to these terms and conditions.
3. The FY14 Search and Rescue Aid Program award is supplemented with federal funds that are restricted to reimbursement only. Under Federal regulation advancement of funds from the state to the county are not permitted.
4. Within (30) thirty calendar days of award notification, the county must submit a duly executed Master Agreement (PON2) and the duly executed acceptance of Terms and Conditions, to Regional Response Manager. The agreement will be between the state (1st party) and the county (2nd party); therefore only a person with signature authority for the applicable county may sign the Master Agreement.
5. Work cannot begin until the Master Agreement has been executed and received by KYEM. The Squad's senior official and the county fiscal representative will be notified by the KYEM Administrative Branch when work will be permitted to begin.
6. Purchases will be made according to the funding amount, item description, and quantity listed on the Rescue Aid Program award letter. Any purchases made outside of the scope are subject to denial of reimbursement by KYEM.
7. No later than March 15, 2014 the grantee shall submit to their Regional Response Manager:
  - A completed KYEM Master Agreement Invoice
  - A copy of the invoice(s) for the approved items for purchase under the grant award.
  - A copy of the cancelled check, cashier's check, or other proof of payment of the submitted invoices. A cancelled check is said to be canceled once it has been processed by a financial institution and all accounts have been credited. Once a check has been cancelled, it is typically stamped by a bank, marking the check as being cleared. If cancelled checks are not available a printed bank statement or ledger demonstrating the funds as "cleared" is acceptable.
  - KYEM reserves the right to request additional information to ensure state and federal allowable cost and auditing compliance.
  - Any grantee who fails to meet this requirement will be considered out of compliance and are subject to denial of reimbursement.
8. Any cost overrun must be approved by the KYEM Administrative Branch prior to the purchase of equipment. Grantees must submit a letter detailing the reason(s) for the overrun request and supporting bid documentation.
9. The Regional Response Manager will retain a copy of the documents for use during the site visit and shall submit the original documents to the KYEM Administrative Branch.
10. The County (grantee) agrees to:
  - Assure that the purchases are made in accordance with County purchasing policies and or county code;
  - Assure appropriate purchases are made and documentation (Purchase Orders, Invoices, Cancelled Checks) is maintained for all purchases;
  - Assure timely payment for purchases are made and provide documentation of the payment to the Rescue Squad for submission to the Regional Response Manager or facilitate the transfer of the grant funds awarded to the Rescue Squad so that payment may be made by the rescue squad.
  - Assure no personal checks or personal credit card purchases are made. Purchases must be made with an account owned by the squad or county.

11. The grantee shall notify the Regional Response Manager when all of the equipment has been received by the rescue squad and make the equipment available for inspection on a date proposed by the Regional Response Manager. Reimbursements will not be disbursed to the grantee until all equipment is accounted for and delivered.
12. Upon notification by the grantee that all of the equipment has been received, the Regional Response Manager within thirty (30) calendar days will:
  - Conduct a site visit with the rescue squad;
  - Verify that the equipment for which the rescue squad was involved is in fact what was ordered and is physically in the possession of the rescue squad;
  - Attach property tags to equipment requiring such;
  - Take a photograph of the equipment and a photograph showing the property tag attached to the equipment;
  - Complete an equipment inventory record; and
  - Submit such to the State Search and Rescue Coordinator.
13. The rescue squad shall be responsible for maintaining possession of all equipment purchased pursuant to the requirements outlined in KRS 39F.140.
  - Equipment will be made available for inspection upon request until such time ownership is transferred to the rescue squad.
  - Equipment purchased in part or in whole with rescue squad grant funds will be surrendered to Kentucky Emergency Management on request if not being properly used or maintained.
14. At any point in time during the FY 2014 grant cycle if the grantee ceases to meet the requirements in KRS 39F.120 the grantee will withdraw their request for funding or grant award.
15. A member of the search and rescue squad command and a fiscal representative from the county agree to participate in an award briefing.

**Questions regarding the terms and conditions should be directed to:**

Greg Shanks, KYEM Administrative Branch  
 502-607-5796 / [greg.shanks@us.army.mil](mailto:greg.shanks@us.army.mil)

*Your signature verifies that you have read and agree to the terms outlined in this document:*

Date	8/12/13
County Name	HARDIN
Signature of County Judge / Executive Harry L. Berry	
Email address	hcgo@hcky.org
Rescue Squad Name	HARDIN COUNTY SEARCH and RESCUE
Signature of Rescue Squad Senior Official	
Email address	chiefhcsan@gmail.com



# Kentucky Division of Emergency Management

100 Minuteman Parkway  
Frankfort, Kentucky 40601



## FY 2014 Application for Rescue Aid Program

1.  Minimum Equipment 2.  Optional Equipment

Please Check One -- Only One Application May Be Submitted Annually Pursuant to 106 KAR 1:340 (3)

Name of Rescue Squad Hardin County Search and Rescue

If there has been a name change, please list effective date and previous name:

Address of Primary Physical Location: 6038 Rineyville Road

City/County/State/Zip: Rineyville, Hardin, KY 40162

Administrative Phone: 270-737-2494 Fax: \_\_\_\_\_ Dispatch: 270-765-2900

Name of Chief Rescue Officer: Byron Smith

Mailing Address (If different from physical location): PO Box 167

City/County/State/Zip: Rineyville, Hardin, KY 40162

E-Mail Address: chiefhcsar@gmail.com

*All substations operated by the above service in the same geographic location should be listed below:*

**Address(es) of all substations, including telephone number: (Use additional sheets if necessary)**

- Address of Substation: N/A

Administrative Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

- Address of Substation: N/A

Administrative Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please indicate the total number of rescue squad responses made in the last calendar year: 2

### If your rescue squad is a totally volunteer squad, please note:

You must include with this application a 24-hour contact number, where the Director, Fire Chief, etc. can be located if no one is available at the service (station). 24-Hour Contact Number: (270)307-3823

### Is the rescue squad operated by:

- |  |   |
|--|---|
| <input type="checkbox"/> City and/or County Government | <input type="checkbox"/> For profit corporation or LLC                |
| <input type="checkbox"/> Fire Department               | <input checked="" type="checkbox"/> Not for profit corporation or LLC |
| <input type="checkbox"/> Taxing District               | <input type="checkbox"/> Individually owned                           |
| <input type="checkbox"/> State Government              | <input type="checkbox"/> Other: _____                                 |

### Area Served:

*Please designate specific geographic area and include an outlined map delineating the geographic area served.)*

Political boundaries of Hardin County \_\_\_\_\_  
\_\_\_\_\_

**Rescue Squad Contact Information** (for disasters and other emergency situations)

- 1<sup>st</sup> in Command: Byron Smith Cell Phone: 270-307-3823  
Email Address: chiefhcsar@gmail.com
- 2<sup>nd</sup> in Command: Larry Wharton Cell Phone: 270-369-6608  
Email Address: jnlwhart@yahoo.com
- 3<sup>rd</sup> in Command: Eric Morgan Cell Phone: 270-312-7616  
Email Address: eric.morgan1975@gmail.com

**Radio Frequency Information:**

Receive Frequency: N/A Transmit Frequency: N/A P/L Tone: \_\_\_\_\_  
The above frequency is Wideband Narrowband and is used in Analog Digital mode.

If equipment is NexEdge, MotoTurbo or P25 compatible operating in digital mode, please provide the information needed to complete the programming of radio equipment \_\_\_\_\_

It is very important that your radio frequency information is correct and complete. If you are unsure regarding the information needed, please provide us with the contact information for your dispatch coordinator or radio service and we will contact them for your system information.

- Is your radio frequency monitored by your 24 hour warning point or 911 dispatch center? Yes  No
- Does KyEM have your permission to program your frequency into the radios of our Command Staff, Regional Response Managers and Mobile Command Vehicle for emergency contact capability if needed?  
X Yes No
- Have you signed the Memorandum of Understanding with the Kentucky State Police for the use of the voice Mutual Aid frequencies for Immediate Mutual Aid and Interoperability? X Yes No
- If so, what bands are you currently utilizing? X VHF UHF 800 MHz
- Do you have the voice Mutual Aid frequencies programmed into all of your radio equipment? X Yes No
- If you are not familiar with the Kentucky Wireless Interoperability Executive Committee or the Statewide Voice Interoperability Mutual Aid radio frequencies you can find information by going to the following web address: <http://kwlec.ky.gov/interoperability/mutualaid.htm>.

***Your radio system information will not be shared except in disaster response situations.***

### Kentucky Division of Emergency Management - Vehicle Information Form

Vehicle #	Vehicle ID <small>(Rescue 4, EC-1, etc.)</small>	Model Year of Vehicle	Make of Vehicle Ford, Chevrolet, etc.	Vehicle Identification Number <small>(VIN)</small>	License Number	General Purpose of the Vehicle
1.	7072	2012	Ford	1FDOW5HT6CEB46013	KY P7078	Rescue Truck
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

*If your Rescue Squad has more than 12 vehicles, please copy the form as needed.* **7**

Please answer the following questions by circling either "Yes" or "No"

- |   |     |    |
|---|-----|----|
| 1. Does your Rescue Squad hold a current "Affiliation Agreement" signed by the chief elected official and local emergency management director for the political jurisdictions in which you routinely respond? PLEASE PROVIDE A SIGNED COPY OF THE CURRENT AFFILIATION AGREEMENT WITH YOUR APPLICATION. Required pursuant to KRS 39F.020(1)(9) | Yes | No |
| 2. Does the Rescue Squad have written bylaws and standard operating procedures? PLEASE PROVIDE A COPY OF YOUR BYLAWS AND STANDARD OPERATING PROCEDURES WITH THIS APPLICATION. Required pursuant to KRS 39F.120 (1)(2)   | Yes | No |
| 3. Is the Rescue Squad part of another organization such as a fire department or emergency medical services agency?   | Yes | No |
| 4. If so, does the unit have 12 members dedicated to performing rescue services that are not incidental to their primary mission? Required pursuant to KRS 39F.120 (11)   | Yes | No |
| 5. Does the Rescue Squad charge for its services? Required pursuant to KRS 39F.120 (13)   | Yes | No |

Please provide answers to the following questions:

6. What is the population of the Rescue Squad's response area as shown in the response area map provided with this application? Requested pursuant to KRS 39F.130 (4)(a)
7. How many rescue missions did the rescue squad respond to between July 1, 2012 and June 30, 2013? Requested pursuant to KRS 39F.130 (4)(c)
8. What is the rescue squad's longest response time to areas within their response area?
9. What was the rescue squad's average response time to all rescue missions shown in question number 7?
10. How many total hours of training were completed by rescue squad members between July 1, 2012 and June 30, 2013? PLEASE PROVIDE COPIES OF THE KYEM RESCUE SQUAD QUARTERLY TRAINING REPORT FOR ALL (4) FOUR QUARTERS OF FY13. Required pursuant to KRS 39F.120 (8)
11. What has been the rescue squad's average operational budget over the past four years?
12. What is the rescue squad's operating budget for the current fiscal year?
13. What has been the rescue squad's average equipment acquisition budget for the past four years?
14. What is the rescue squad's equipment acquisition budget for the current fiscal year?
15. Are you willing to accept partial funding of your request if Kentucky Emergency Management is unable to provide 100% funding for your request?
16. How much money is available locally to assist with the purchase of the equipment in this grant?

107,456	
2	
20 min	
14 min	
578 man hours	
\$1,000	
\$1,000	
\$400	
\$400	
Yes	No

PLEASE CHECK THE TYPE OF RESCUE SERVICES PROVIDED: (Check all that apply)

- General Rescue Squad (Includes: Extrication, Low Angle Rescue and EMS Support Services)  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 2
- Water Rescue and Recovery Not Utilizing Divers  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 3
- Water Rescue and Recovery Using Divers  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 4  
If checked, you must provide copies of certifications for all divers on your rescue squad with this application
- Cave Rescue  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 5
- High Angle Rescue  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 6
- Search Dog Rescue Squad which searches for lost, trapped or missing persons  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 7
- Search and Rescue Squad which searches for lost, trapped or missing persons  
If checked, you must possess all of the minimum equipment listed in 106 KAR 1:350 Section 8

**KENTUCKY DIVISION OF EMERGENCY MANAGEMENT  
 FY 14 RESCUE SQUAD AID PROGRAM "MINIMUM" EQUIPMENT PROJECT APPLICATION**

**FUNDING REQUEST**

PRIORITY	QUANTITY	ITEM DESCRIPTION	UNIT PRICE	TOTAL COST	AMOUNT APPROVED KYEM USE ONLY
1	1	Portable Generator, 8KW	\$1369	\$1369	
2	1	Mobile radio with power supply and antenna	\$985	\$985	
3	2	1000W Tripod Light with mounting bracket	\$1140.80	\$2281.60	
4	1	Rescue Basket Stretcher	\$699	\$699	
5	1	First Responder Aid Bag, stocked	\$144	\$144	
6	16	CPR Mask kit	\$16.99	\$288.83	
7					
8					
9					
10					
11					
12					
13					
14					
15					
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19					
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21					
22					
<b>TOTALS</b>				<b>\$5767.43</b>	

**KENTUCKY DIVISION OF EMERGENCY MANAGEMENT  
FY 14 RESCUE SQUAD AID FUND "MINIMUM" EQUIPMENT PROJECT APPLICATION**

**JUSTIFICATION STATEMENT**

**PROVIDE A WRITTEN EXPLANATION OF THE NEED FOR THE "MINIMUM" EQUIPMENT BEING REQUESTED.**

IF THE RESCUE SQUAD IS REQUESTING FUNDS FOR REPLACEMENT OF "MINIMUM" EQUIPMENT THAT EXCEEDS THE NUMBER REQUIRED ON THE "MINIMUM" EQUIPMENT LISTED IN THE APPROPRIATE KAR, JUSTIFICATION FOR SUCH SHOULD BE CLEARLY OUTLINED IN THIS "JUSTIFICATION STATEMENT".

- A. Any single item that has a cost in excess of \$100 but not more than \$5,000 requires an estimate or quote that outlines the price of the item(s), the delivery schedule for the item(s), and maintenance provisions for the item(s).**
- B. Any single item that has a single item cost of \$5,000 or more requires an estimate or quote from at least three (3) different vendors that outlines the price of the item(s), the delivery schedule for the item(s), and maintenance provisions for the item(s)**
- C. If possible, to ensure accuracy of the final purchase price, every effort should be made to obtain cost projections from potential vendors.**

*(BE AS EXPLICIT AS POSSIBLE WHEN DEFINING THE NEED FOR THIS EQUIPMENT. USE ADDITIONAL SHEETS AS NECESSARY)*

SEE ATTACHED

CHIEF RESCUE OFFICER SIGNATURE: \_\_\_\_\_ DATE SIGNED: \_\_\_\_\_

## Minimum Equipment Grant

### Justification Statement

Hardin County Search and Rescue Inc. was formed in late October, 2012. There was a recognized lack of a formal, properly trained response to the call of lost or missing persons in the unincorporated parts of the county. To that end, leadership from Hardin County EM and Rineyville Fire Department helped facilitate the formation of an independent entity. Our membership is a large majority of lay person volunteers, as opposed to already volunteer firemen. These volunteers have worked to get the proper training as demonstrated by the 578 man hours of training completed in only three quarters of last year.

In order to facilitate formation of the group, equipment to fill the minimum equipment list has been loaned from Rineyville Volunteer Fire Department, including the dedicated vehicle for response. A vehicle with the appropriate BSAR equipment is available for response and dedicated to HCSAR use in the event needed. This has been agreed upon and put in writing (agreement is in the agreement section of this application packet). This is the reason our equipment inventory shows us having the minimum equipment yet we are asking for several items from the minimum list. HCSAR has purchased the necessary hand held radios and owns those. Hardin County EM has given HCSAR a laptop computer and printer to be used to print necessary topographic maps as needed per response.

We are asking for a generator and tripod lights, first aid bag and CPR masks, mobile radio, and basket stretcher to fill the minimum equipment list and return what we are using to the Rineyville Volunteer Fire Department. The generators maintenance will be tracked and performed per manufacturers recommendations by HCSAR.

*The following documents must accompany this application.*

*Missing or incomplete documents will render the application ineligible for consideration for funding.*

Please place a check in each of the boxes to ensure each element is incorporated into the application.

- Search and Rescue Cumulative Equipment Inventory – KYEM Form 465 (available in the Regional office)
- Search and Rescue Squad Quarterly Active Membership List – KYEM Form 430 (available in the Regional office)
- Search and Rescue Squad Quarterly Training report for all (4) four quarters of FY13 (available in the Regional office)
- A copy of the Standard Operating Procedures for the Rescue Squad
- A current copy of all required Affiliation Agreements
- A current copy of the Bylaws of the Rescue Squad
- Applicable quotes for minimum or optional equipment

#### CERTIFICATION AND COMPLIANCE AGREEMENT

I certify I have examined this document, including all supporting documents, and to the best of my knowledge, verify that it is true, correct, and complete. I understand that falsification of the information contained herein may subject me to penalties related to perjury.

**I affirm that this rescue squad possess the minimum equipment for the types of rescue indicated above and understand and agree that this rescue squad may be inspected by the Kentucky Division of Emergency Management to verify compliance. Further, I certify that the information given in this application is true and accurate to the best of my knowledge.**

I further agree to comply with the statutes and regulations under which rescue squad aid funds are awarded; to use all funds as specified on this application; to purchase only those items approved by Kentucky Emergency Management; and to make all equipment available for inspection by authorized state and local officials upon request.

CHIEF RESCUE OFFICER SIGNATURE:



DATE SIGNED: 8/12/13

KENTUCKY DIVISION OF EMERGENCY MANAGEMENT  
 FY 2014 RESCUE SQUAD AID PROGRAM APPLICATION

**PART II - LOCAL EMERGENCY MANAGEMENT DIRECTOR'S  
 REVIEW/COMMENTS/RECOMMENDATIONS**

Please answer the following questions:

As the local Emergency Manager, I verify that all quarterly training, membership, and incident reports are on file in my office for the period July 1, 2012 through June 30, 2013.	<i>Doug Lentz</i>
How many rescue squads in your county are submitting applications for this grant cycle.	1
Of all the applications submitted from your county, what priority ranking do you give this application? (1, 2, 3, .....)	1

As the local Emergency Manager, I offer the following comments relative to this application:

*Hardin County Search and Rescue is a SAR that has just started up in Hardin County. This group is very energetic and has shown the commitment to training and the desire to serve the citizens of Hardin County. Hardin County has signed an affiliation agreement with Hardin County SAR. Since their formation I have attended training and have seen their commitment to being professional and very well organized to the County.*

I have reviewed this application and verify that it appears complete and contains all of the required attachments and documentation.

Local EM Director Signature: *Doug Lentz*

Date Signed: 8/20/2013