AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: 2020 EM Preparedness Grant

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement: BOCC & DHSEM

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

2020 Emergency Management Preparedness Grant

Fiscal Impact: Gunnison County match is 50%

Submitted by: B. Lucero for S. Morrill **Submitter's Email Address:** smorrill@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns, included in the 2020 adopted budget. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 12/30/2019

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok db 12/31/19

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 12/31/2019 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 1/3/2020

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 1/7/2020

Revised April 2015

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Department of Public Safety

The FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) requires the Division of Homeland Security and Emergency Management (DHSEM) to collect the following information for each EMPG sub-award of $25,000.00 or more. This information is required by the Office of Management and Budget (OMB) and must be submitted by DHSEM into the SUB-AWARD REPORTING SYSTEM (FSRS).

Unless otherwise indicated, all fields must be completed in order to be an eligible sub-grant recipient.

Information Field	Field Description	Response
Agency or Jurisdiction DUNS #	DUNS number assigned to your jurisdiction or specifically to your agency	133115220
Parent Organization DUNS number, if applicable	If the Jurisdiction has a DUNS number and the Agency has one as well, insert the Jurisdiction's DUNS here.	
Name of Entity Receiving Award	Jurisdiction or Agency Name to which the DUNS number is assigned	Gunnison County. Colorado
Location of Entity Receiving Award	Full Street Address of the Recipient Agency	200 E. Virginia Av Gunnison, CO 81230
Primary Location of Performance of the Award	Include City, State, Zip Code **(must provide 9 digits)** and Congressional District	200 E. Virginia Av Gunnison, CO 81230-2248 3rd Congressional District

The Information below is required if **all** the following three conditions are met, otherwise enter "Not Required" in row 1:

1. In the preceding fiscal year, 80% or more of the entity annual gross revenues are from the Federal government; and
2. Those revenues are greater than $25M annually; and
3. Compensation information is not already available through reporting to the IRS or SEC

Names and Total Compensation of the Five (5) most highly compensated officers
1.Not Required
2.
3.
4.
5.

Signature:_____Date: _____

Agency's Authorized Representative (usually the Grant Administrator or Program Manager or Coordinator)

By signing above, I certify that the information contained in this FFATA data report is complete and accurate to the best of my knowledge.

+

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Part I
Calendar Year 2020 EMPG-LEMS Grant Activities
Work Plan Template (v.091719)
GUNNISON COUNTY

Instructions

Use the 15 EMF categories as a framework for planning your annual work program and consider identified capability gaps or shortfalls that need to be addressed. This can be done in four steps.

1. First, consider your community's long-term strategy for developing and sustaining an all-hazards preparedness strategy, including initiatives that can be accomplished during the grant performance period as well as those objectives that will need to be phased over multiple years.
2. Second, identify Planned Activities that, when completed, will assist you in achieving your long-term strategy. Complete the Work Plan Template by identifying Planned Activities for each Emergency Management Function (EMF) that is relevant to your strategy. Identify to the extent possible the measurable outcome for each Planned Activity.
3. Third, place those activities that can be accomplished during the current performance period in the quarter that you expect the activity to be completed (it is recognized that schedules and priorities change and that activities may actually be accomplished in a different quarter than the one projected).
4. Fourth, determine if the products/activities you have identified combine to make your program eligible for 100% of your award (use the product/activity table from the guidance)
5. Finally, submit the finished document to your assigned DHSEM Regional Field Manager.

Please don't hesitate to contact your DHSEM Regional Field Manager for assistance in completing this Work Plan Template.

Signatures

Must be signed (in ink) or (Adobe Acrobat digital signature) by the emergency manager and forwarded to the assigned DHSEM Regional Field Manager for approval.

By signing, the applicant acknowledges that he/she has read and understands the calendar year 2020 Program Guidelines and Application Kit.

Jurisdiction: Gunnison County_____

Jurisdiction Administrator (Title): _____Date: _____

Emergency Manager of Jurisdiction: _____Date: _____

DHSEM Regional Field Manager: _____Date: _____

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Part I
2020 EMPG-LEMS Grant Activities
Work Plan Template

2020 EMPG-LEMS Grant Activities		
EMF-1		
Finance and Administration		
Objective(s) of Planned Activities: *Budget preparation, grant administration, LEMS application, expense tracking, quarterly reimbursement requests, quarterly performance reports, equipment monitoring*		
Mandatory Federal Activities for this EMF: Submit updated FFATA		
1st Quarter	Planned Activities: Submit 1st Quarter report and reimbursement request.	Results:
2nd Quarter	Planned Activities: Submit 2nd Quarter report and reimbursement request.	Results:
3rd Quarter	Planned Activities: Submit 3rd Quarter report and reimbursement request.	Results:
4th Quarter	Planned Activities: Submit 4th Quarter report and reimbursement request.	Results:

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2020 EMPG-LEMS Grant Activities		
EMF-2		
Laws and Authorities		
Objective(s) of Planned Activities: *Ordinances, resolutions, emergency declarations, EMAP accreditation, compliance with laws and regulations*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: • Revision of Resolution 2017-19 (Gunnison County Emergency and Disaster Management and Procedures)	Results:
2nd Quarter	Planned Activities:	Results:
3rd Quarter	Planned Activities: • Gunnison County procurement policy	Results:
4th Quarter	Planned Activities:	Results:

2020 EMPG-LEMS Grant Activities		
EMF-3		
Risk Assessment		
Objective(s) of Planned Activities: *Development/upgrade of local/tribal THIRA (Threat and Hazard Risk Identification and Assessment) or (HIRA Hazard Risk Identification and Assessment), development of corresponding risk management strategies*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities:	Results:

2nd Quarter	Planned Activities:	Results:
3rd Quarter	Planned Activities:	Results:
4th Quarter	Planned Activities:	Results:

2020 EMPG-LEMS Grant Activities		
EMF-4		
Hazard Mitigation Plans and Projects		
Objective(s) of Planned Activities: *Development of local/tribal hazard mitigation plans, implementation of hazard mitigation projects, coordination of Environmental and Historic Preservation (EHP) reviews*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: • HMP Draft will have been submitted to DHSEM by Dec 30. Monitor progress and make revisions as necessary. • Submit to FEMA?	Results:
2nd Quarter	Planned Activities:	Results:
3rd Quarter	Planned Activities:	Results:
4th Quarter	Planned Activities:	Results:

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2020 EMPG-LEMS Grant Activities		
EMF-5		
Emergency Operations Plans		
Objective(s) of Planned Activities: *Development/upgrades of local/tribal emergency operations plans (EOPs) in accordance with CPG-101, Version 2.0, fostering partnerships with EOP stakeholder agencies and organizations.*		
Mandatory Federal Activities for this EMF: All EMPG Program grantees/sub-grantees must maintain, or revise as necessary, jurisdiction-wide all-hazards Emergency Operations Plans that are consistent with CPG-101 v.2 (November 2010) and provide copies of new and revised EOPs/Annexes to DHSEM Regional Field Manager.		
1st Quarter	Planned Activities: Review status of EOP and components. Determine development and update priorities. • Begin review of Gunnison County EOP Sections 1 - 4, using CPG 101 v.2. • Part of review will include changes made to departmental COOP's as well as revisions made to resolution 2017-19 • Begin update of PHEOP.	Results:
2nd Quarter	Planned Activities: • Begin review of Sections 5 – 9, using CPG 101 v.2. Sections 6 and 7 will be heavy lifts, requiring involvement of county staff. • Finalize update of PHEOP and cross reference it with EOP.	Results:
3rd Quarter	Planned Activities: •	Results:
4th Quarter	Planned Activities: •	Results:

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2020 EMPG-LEMS Grant Activities		
EMF-6		
Recovery Plans		
Objective(s) of Planned Activities: *Development/upgrades of local/tribal recovery plans, fostering partnerships with recovery stakeholder agencies and organizations*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities:	Results:
2nd Quarter	Planned Activities: •	Results:
3rd Quarter	Planned Activities:	Results:
4th Quarter	Planned Activities:	Results:

2020 EMPG-LEMS Grant Activities		
EMF-7		
Training		
Objective(s) of Planned Activities: *NIMS training delivery, staff professional development, development of Training & Exercise Plans (TEPs)*		
Mandatory Federal Activities for this EMF, (1) all EMPG program funded personnel (State/Local/Tribal) must complete the following NIMS training courses and record proof of completion: IS 100; IS 200; IS 700; and IS 800; FEMA Professional Development Series: IS 139; IS 230.a; IS 235.a; IS 240.a; IS 241.a; IS 242.a; and IS 244.a, (2) all grantees and sub-grantees are required to develop a Multi-Year TEP that incorporates linkages to core capabilities and update it annually.		
1st Quarter	Planned Activities: 1. Implement the CY20 TEP 2. Update CY 21 of the multi-year training and exercise plan. This plan should include required training for EMPG funded personnel 3. Report completed training for EMPG funded personnel. 4. Bobbie attending CWFIMA – L962	Results:

	5. February ICS 100/700 (TEP) 6. Monthly EOC Trainings 7. Requested to attend CO EM Advanced Academy 8. EOC Cadre Trainings 9. 1/21 ReadyOP Training 10. IPAWS/Code Red/Ready Op in Telluride 11. Distribute 2020 EOC Training Schedule to staff, to include EMPG requirements	
2nd Quarter	Planned Activities: 1. Submit updated TEP to FM 2. Report completed training for EMPG funded personnel. 3. Monthly EOC Trainings 4. EOC Cadre Trainings 5. Attend MGT 416 in Delta, and encourage partners to do so	Results:
3rd Quarter	Planned Activities: 1. Work with MAC group to determine training and exercise goals for 2021 and 2022. 2. Participate in TEPW 3. Monthly EOC Trainings 4. EOC Cadre Trainings 5. MGT 364 Multi Hazard Emergency Planning for Schools – Montrose 6. Standard Response Protocol, Reunification – Telluride or Ouray	Results:
4th Quarter	Planned Activities: 1. Report completed training for EMPG funded personnel. 2. Monthly EOC Trainings 3. EOC Cadre Trainings 4. MGT 405 Mobilizing Faith Based Community Organizations in Ouray 5.	Results:

2020 EMPG-LEMS Grant Activities
EMF-8
Exercises
Objective(s) of Planned Activities*: Participation in exercises as "Sponsoring" and/or "Participating" agencies. Conduct at least one resource management drill/functional exercise.*

Mandatory Federal Activities for this EMF: (1) All EMPG program funded personnel (State/Tribal/Local) must participate in at least three exercises in a 12-month period. Sub-grantees may sponsor and/or participate in other sponsor's exercises to fulfill this requirement, (2) all grantees and sub-grantees are required to develop a Multi-Year TEP that incorporates linkages to core capabilities and update it annually.		
1st Quarter	Planned Activities: 1. Implement exercise program as outlined in the TEP 2. Develop plan to meet grant exercise requirement and review with FM. 3. Report on completed exercises include AAR or CAP	Results:
2nd Quarter	Planned Activities: 1. Implement exercise program as outlined in the TEP 2. Report on completed exercises include AAR or CAP 3. EOC Exercise (2x's a year) 4. April - Active Shooter TTX (TEP) 5. April – Airport FSE (TEP)	Results:
3rd Quarter	Planned Activities: 1. Implement exercise program as outlined in the TEP 2. Report on completed exercises include AAR or CAP 3. OCT – Vaccination Clinic POD FSE (TEP)	Results:
4th Quarter	Planned Activities: 1. Implement exercise program as outlined in the TEP 2. Report on completed exercises include AAR or CAP 3. EOC Exercise (2x's a year) 4. CodeRED All Call EX (TEP)	Results:

2020 EMPG-LEMS Grant Activities
EMF-9
Incident Management
Objective(s) of Planned Activities: *EOC management, COG, multi-agency coordination, support of incident command operations*
Mandatory Federal Activities for this EMF: None **State Requirement: Hold a meeting with the jurisdiction's emergency services and partner agencies to include: law enforcement, fire, EMS, public works, health and medical, behavioral health, mass care**

(human services, Red Cross, VOAD), school districts, public utilities, public information, and other relevant stakeholders. These are the agencies and entities which constitute your partners during an EOC activation and any significant incident response. Prepare an agenda for these meetings with the Regional Field Manager.		
1st Quarter	Planned Activities: • Distribute 2020 MAC Group schedule (CRRF, MAA's) • MAC Group meeting Feb 20 • Monthly SWIMT meetings • Fire Restrictions/Spring High Water Meetings	Results:
2nd Quarter	Planned Activities: • MAC Group meeting Apr 23 • MAC Group meeting Jun 25 • Monthly SWIMT meetings • Fire Restrictions/Spring High Water Meetings	Results:
3rd Quarter	Planned Activities: • MAC Group meeting Aug 27 • Monthly SWIMT meetings • Flu Clinic Planning Meetings	Results:
4th Quarter	Planned Activities: • MAC Group meeting Oct 29 • MAC Group meeting Dec 17 • Monthly SWIMT meetings	Results:

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2020 EMPG-LEMS Grant Activities		
EMF-10		
Communications		
Objective(s) of Planned Activities: *Activities supporting interoperability, including cooperative planning, equipment tests, drills, radio checks, purchases, etc*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: 1. Comms Board meetings	Results:
2nd Quarter	Planned Activities: 1. Comms Board meetings 2. Regional Comm Exercise tied to Little Blue/Hwy 50 closure in 2021	Results:
3rd Quarter	Planned Activities: 1. Comms Board meetings	Results:
4th Quarter	Planned Activities: 1. Comms Board meetings 2. Follow-up Regional Comm Exercise tied to Little Blue/Hwy 50 closure in 2021: Implementing corrective actions from 2nd Qtr comms exercise.	Results:

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2020 EMPG-LEMS Grant Activities		
EMF-11		
Operations Procedures		
Objective(s) of Planned Activities: *Development/maintenance of systems (e.g., Web EOC), processes (e.g., resource order process), capabilities (e.g., EOC management training), and Plans (e.g., COOP) to support incident operations*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: 1. Annual COOP Updates 2. Job aid updates 3. County safety officer trainings 4. Volunteer management plan	Results:
2nd Quarter	Planned Activities: 1. Job aid updates 2. County safety officer trainings	Results:
3rd Quarter	Planned Activities: 1. Job aid updates 2. County safety officer trainings	Results:
4th Quarter	Planned Activities: 1. Annual COOP Updates 2. Job aid updates 3. County safety officer trainings	Results:

2020 EMPG-LEMS Grant Activities		
EMF-12		
Mutual Aid		
Objective(s) of Planned Activities: *Maintenance of local, interagency, regional and statewide intergovernmental agreements. Meet with stakeholder groups to go over mutual aid agreements for currency and validity.*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: 1. Encourage agencies to update resources in CRRF, WebEOC Etc. Provide assistance if needed. 2. MAA's specific to Little Blue / Hwy 50 closure in 2021 3. Check current status, need of updates	Results:
2nd Quarter	Planned Activities:	Results:

	1. Review MAA documents with Chaffee, Montrose, Delta, Saguache and Hinsdale 2. Encourage the municipalities to enter into MAA's with each other.	
3rd Quarter	Planned Activities:	Results:
4th Quarter	Planned Activities:	Results:

2020 EMPG-LEMS Grant Activities		
EMF-13		
Resource Management		
Objective(s) of Planned Activities: *Development/maintenance of resource mobilization plans and processes, including database management systems, financial controls and relevant forms*		
Mandatory Federal Activities for this EMF: None **Colorado Requirement: In order to meet the requirements of the Colorado Disaster Emergency Act CRS 24-33.5, Part 7, a Colorado priority for the 2020 EMPG program is the development and implementation of state and local resource management systems. (Please see program requirements in guidance)**		
1st Quarter	Planned Activities: 1. Update resource database in WebEOC and CRRFs	Results:
2nd Quarter	Planned Activities: 1. Distribute Resource Mob Plan to agencies for review / input. (Upon finalization, this plan will be adopted by BoCC)	Results:
3rd Quarter	Planned Activities: 1. Resource management workshop, drill, or functional exercise.	Results:
4th Quarter	Planned Activities:	Results:

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2020 EMPG-LEMS Grant Activities		
EMF-14		
Facilities Management		
Objective(s) of Planned Activities: *Monitoring & maintenance of EOC/Alternate EOC facilities and equipment*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: 1. Check and test all EOC equipment and systems weekly. 2. Equip: Computers, Dispatch computer, projectors, phones, radios (and ear fobs), door access. 3. Systems: CodeRED, ReadyOp, WebEOC, County Interactive Maps, Safety Center 4. Radio pac-sets and truck reprogrammed	Results:
2nd Quarter	Planned Activities: 1. Check and test all EOC equipment and systems weekly. 2. Equip: Computers, Dispatch computer, projectors, phones, radios (and ear fobs), door access. 3. Systems: CodeRED, ReadyOp, WebEOC, County Interactive Maps, Safety Center 4. Check and update all hard-copy plans in Comm Van.	Results:
3rd Quarter	Planned Activities: 1. Check and test all EOC equipment and systems weekly. 2. Equip: Computers, Dispatch computer, projectors, phones, radios (and ear fobs), door access. 3. Systems: CodeRED, ReadyOp, WebEOC, County Interactive Maps, Safety Center	Results:
4th Quarter	Planned Activities:	Results:

	1. Check and test all EOC equipment and systems weekly. 2. Equip: Computers, Dispatch computer, projectors, phones, radios (and ear fobs), door access. 3. Systems: CodeRED, ReadyOp, WebEOC, County Interactive Maps, Safety Center 4. Check and update all hard-copy plans in Comm Van.	

2020 EMPG-LEMS Grant Activities		
EMF-15		
Crisis Communication, Public Information and Education		
Objective(s) of Planned Activities: *Development/maintenance of Joint Information System (JIS) protocols and procedures, web page management, and procedures for utilizing social media. Development and maintenance of Alert and Warning Plans and procedures.*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: 1. 1/21 Ready Op Training 2. Monthly IPAWS test	Results:
2nd Quarter	Planned Activities: 1. ReadyOp test 2. Train and test on EAS (Endec) Equipment & Train on NWS non-weather emergency notifications 3. Meet with area LP1 provider 4. Monthly IPAWS test	Results:
3rd Quarter	Planned Activities: 1. County PIO and Sheriff's Office PIOs taking week long training in Montrose. 2. National Preparedness Month and Emergency Preparedness Tip PSA's 3. Monthly IPAWS test	Results:
4th Quarter	Planned Activities: 1. ReadyOp test 2. Code Red All Call (county-wide) 3. Monthly IPAWS test	Results:

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2020 EMPG-LEMS Annual Program Paper
Part II Jurisdiction Information and Signatures (v.091719)
Note: This document serves to meet the requirements of §24-33.5-707(7), C.R.S.

Jurisdiction Name: Gunnison County

Emergency Program Manager

Name: Scott Morrill
Job Title: Emergency Manager

Mailing Address: 200 E. Virginia Av, Gunnison CO 81230

Physical Address (if different): 510 W. Bidwell, Gunnison CO 81230

Phone Contact Information

Office Phone number: 970-641-2481
24 Hour Emergency Line: 970-641-8201 (Gunnison Dispatch)
Office Fax: 970-641-7649
Cellular: 970-275-1370 (Scott); 970-640-2443 (Bobbie)
Pager:
E-Mail Address: smorrill@gunnisoncounty.org or blucero@gunnisoncounty.org

Employment Status (Please indicate how many)
Paid Full Time: X Paid Part Time: Volunteer: Other:

Jurisdiction Job Title Program Manager Reports to: County Manager

Hours worked per week for jurisdiction in all job titles:40

Hours worked per week devoted to Emergency Management: 40

Additional Emergency Management Staff			
Type of Employment	How many?	Total staff hours/week	Total E.M. hours/week
Paid full time professional	**1**	**40**	**28**
Paid full time clerical			
Paid part time professional			
Paid part time clerical			
Volunteer			
Other personnel			

Senior Elected Official (Name and Title) __Jonathan Houck, Chair Gunnison County BoCC_____

Chief Executive Officer (if different from above) __Matthew Birnie, Gunnison County Manger_____

Signature/Chief Executive _____

Signature/Emergency Manager/Coordinator _____ Date _____

Signature/DHSEM Regional Field Manager_____ Date _____

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Emergency Management Program Grant (EMPG)
Local Emergency Manager Support (LEMS)
Program Funding Application: Part III (v.091719)

Staffing Pattern and Program Funding for Calendar Year 2020

Note: This for MUST be resubmitted *whenever the jurisdiction has personnel changes* .

JURISDICTION:

	Salaries & Benefits			
A	LEMS Eligible Salary (Staffing Report Block 10 Total):	$125,054		
B	LEMS Eligible Benefits (Staffing Report Block 11 Total):	$27,888		
C	***Total Salary and Benefits (a+b): $***		***$152,942***	
	Travel Expenses			
D	Local Travel (mileage, fleet expense, or other):	$ 1,200.00	from 6310, 6350	
E	Out of State Travel:			
F	Conference & Seminars (Registration Fees, Hotels, etc.):	$ 1,155.00	from 7312,7313,7331,7332,7430,7440 split w/	
G	Training (Registration Fees, hotels, etc.):	$ 1,155.00	split w/line F	
H	Per Diem:	$ -		
I	Other (Dues, Certifications and Membership Fees):	$ 2,693.00	from 7363	
J	***$***		***$ 6,203.00***	
	Office Support Expenses (more than $200 for year)			
K	Office Supplies and Materials:	$ 330.00	from 6110, 6120	
L	Equipment Purchase:			
M	Equipment Lease:	$ 5,884.00	from 7492	
N	Rent, Utilities, etc.:			
O	Printing & Copying:	$ 350.00	from 6180	
P	Postage:	$ 10.00	from 6170	
Q	Other (Advertising, Cell Phones, Aircards, etc.):	$ 38,399.00	from 7020 phone svc; 7022 cell; 7490 GIS; 74	
R	***Total Office Support Expenses (K+L+M+N+O+P+Q): $***		***$ 44,973.00***	
S	**Total Request (C+J+R):**			$ 204,118.01
T	**Federal (Eligible for Reimbursement) Amount (One half of S):**			$ 102,059.01

Jurisdiction Emergency Manager Signature _____ Date

Jurisdiction Chief Financial Officer Signature _____ Date

_____

COEM Regional Field Manager Signature _____ Date