

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 13

In the County Commission of said county, on the 22nd day of August 20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the attached list of Surplus PC & Peripheral equipment through MRC Recycling Center. It is further ordered the Presiding Commissioner is hereby authorized to sign the Request for Disposal forms.

Done this 22nd day of August, 2013

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill

Presiding Commissioner

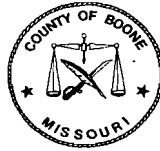
Karen M. Miller
Karen M. Miller

District I Commissioner

Janet M. Thompson
Janet M. Thompson

District II Commissioner

Boone County Purchasing
David Eagle
Office Specialist



613 E. Ash St.
Columbia, MO 65201
Phone: (573) 886-4394

MEMORANDUM

TO: Boone County Commission
FROM: David Eagle
RE: Computer and Peripheral Surplus Disposal
DATE: August 13, 2013

The Purchasing Departments requests permission to dispose of the following list of surplus PC & Peripheral equipment through MRC Recycling Center. MRC Recycling will pick up our surplus at no charge. They are a State of Missouri, DNR Level Four recycling center. No computer items are land-filled. Purchasing will obtain a Certificate of Destruction, and we will let them know that we want everything recycled, not reused so nothing ends up in the landfill.

Prior to Computer surplus coming to Purchasing for disposal, Information Technology has removed the hard-drives for destruction by their department. Their procedure for PC disposal is:

Once all the data is copied or recovered for the user, IT removes the hard drive and memory from the PC. The memory is held to be used for upgrading other PCs at the county that can benefit. IT sometimes removes parts that can be used as spare if the model is current enough. (ie Power Supplies, Video Cards, etc.) The hard drive is held for a minimum of 30 days in case a user identifies something is missing. After 30 days IT may reuse the hard drive in other county PCs if there are failures. If a hard drive goes unused or fails and IT needs to physically dispose of it, they drill a 5/8" hole through the drive and the data platters. Once IT has collection of "drilled" drives, they deliver them to PC recycling vendor, MRC Recycling Center.

MRC Recycling Center certifies that they have picked up the following items and that all items will be recycled, not reused, so nothing ends up in the landfill.

Signature: _____

Date: _____

	Asset #	Description	Make & Model	Department	Condition of Asset	Serial #
1.	16117	PC WORKSTATION	HP DC5700	I.T.	UNKNOWN	
2.	13083	LASER PRINTER	HP LASERJET 2200DN	I.T.	UNKNOWN	
3.	14666	PC WORKSTATION	HP DC530	I.T.	UNKNOWN	

4.	15097	PC WORKSTATION	HP DC7100	I.T.	UNKNOWN	
5.	16118	PC WORKSTATION	HP DC5700	I.T.	UNKNOWN	
6.	15323	PC WORKSTATION	HP DC7600	I.T.	UNKNOWN	
7.	15326	PC WORKSTATION	HP DC7600	I.T.	UNKNOWN	
8.	15327	PC WORKSTATION	HP DC7600	I.T.	UNKNOWN	
9.	15945	PC WORKSTATION	HP DC5700	I.T.	UNKNOWN	
10.	15436	17"LCD MONITOR	HP L1740	I.T.	UNKNOWN	
11.	14831	SERVER NETWORK	HP PROLIANT DL360	I.T.	UNKNOWN	
12.	13551	LASER MONOCHROME PRINTER	IBM INFOPRINT 1140	I.T.	UNKNOWN	
13.	14322	LASER MONOCHROME PRINTER	HP LASERJET 2300DN	I.T.	UNKNOWN	
14.	6454	TERMINAL TWINAX	IBM 3476	I.T.	UNKNOWN	
15.	13714	TERMINAL TWINAX	IBM 3477	I.T.	UNKNOWN	
16.	14216	SERVER NETWORK	HP PROLIANT DL360	I.T.	UNKNOWN	
17.	15032	17" LCD MONITOR	HP L1740	I.T.	UNKNOWN	
18.	NO TAG	PC WORKSTATION	VECTRA VL600MT	JOINT COMMUNICATIONS	UNKNOWN	
19.	NO TAG	PC WORKSTATION	VECTRA VL600MT	JOINT COMMUNICATIONS	UNKNOWN	

20.	NO TAG	PC WORKSTATION	HP D530	JOINT COMMUNICATIONS	UNKNOWN	
21.	NO TAG	PC WORKSTATION	HP XW4400	JOINT COMMUNICATIONS	UNKNOWN	
22.	NO TAG	PC WORKSTATION	HP XW4600	JOINT COMMUNICATIONS	UNKNOWN	
23.	NO TAG	PC WORKSTATION	HP HP VECTRA VL420MT	JOINT COMMUNICATIONS	UNKNOWN	
24.	NO TAG	PC WORKSTATION	HP XW4300	JOINT COMMUNICATIONS	UNKNOWN	
25.	NO TAG	PC WORKSTATION	VECTRA VL600MT	JOINT COMMUNICATIONS	UNKNOWN	
26.	NO TAG	PC WORKSTATION	HP DC7100	JOINT COMMUNICATIONS	UNKNOWN	
27.	NO TAG	PC WORKSTATION	COMPAQ EVO	JOINT COMMUNICATIONS	UNKNOWN	
28.	NO TAG	PC WORKSTATION	HP XW4400	JOINT COMMUNICATIONS	UNKNOWN	
29.	NO TAG	INJET PRINTER	HP DESKJET 890C	JOINT COMMUNICATIONS	UNKNOWN	
30.	NO TAG	PHONE CABINET	VARIOUS PHONE LINE CARDS, POWER SUPPLIES, 56K MODEM, ETC	JOINT COMMUNICATIONS	UNKNOWN	
31.	NO TAG	10 HEADSET LINE INTERFACE MODULES		JOINT COMMUNICATIONS	UNKNOWN	
32.	NO TAG	ASSORTED DEYBOARDS, MICE, CABLES		JOINT COMMUNICATIONS	UNKNOWN	

cc: Caryn Ginter, Auditor
Surplus File

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 9, 2013

FIXED ASSET TAG NUMBER: 00016117

DESCRIPTION HP DC5700
PC WORKSTATION

RECEIVED

JUL 11 2013

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In GL Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: COLLECTOR *1150*

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE *4/6/2007*
ORIGINAL COST *748.00*
ORIGINAL FUNDING SOURCE *2731*
ASSET GROUP *1603*

RECEIPT INTO *1190-3835*
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER *381-2613*

DATE APPROVED *8-22-13*

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 15, 2013

FIXED ASSET TAG NUMBER: 00013083

RECEIVED

DESCRIPTION HP LASERJET 2200DN
PRINTER LASER

JUL 17 2013

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: POOR - PURCHASED IN 2001

REASON FOR DISPOSITION: REPLACEMENT

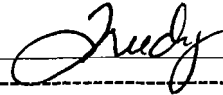
COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PLANNING & ZONING ₁₇₁₀

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE 7/19/2001
ORIGINAL COST 1,334.61
ORIGINAL FUNDING SOURCE 2731
ASSET GROUP 1603

RECEIPT INTO 1190-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

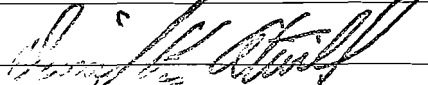
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 16, 2013

FIXED ASSET TAG NUMBER: 00014666

RECEIVED

DESCRIPTION HP D530
PC WORKSTATION

JUL 17 2013

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: HUMAN RESOURCES *1115* SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE 12/14/2004 RECEIPT INTO 2010-3835
ORIGINAL COST 1,078.00
ORIGINAL FUNDING SOURCE 2743 TRANSFER CONFIRMED _____
ASSET GROUP 1603

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-27-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

JUL 17 2013

BOONE COUNTY AUDITOR

DATE: July 15, 2013

FIXED ASSET TAG NUMBER: 00015097

DESCRIPTION HP DC7100
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PUBLIC WORKS *2040*

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE *8/5/2005*
ORIGINAL COST *1,060.00*
ORIGINAL FUNDING SOURCE *2741*
ASSET GROUP *1603*

RECEIPT INTO *2045-3835*
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

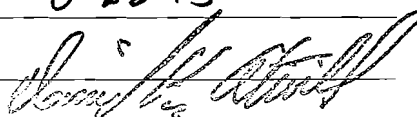
____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER *381-2013*

DATE APPROVED *8-22-13*

SIGNATURE _____



BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

JUL 17 2013

BOONE COUNTY AUDITOR

DATE: July 16, 2013

FIXED ASSET TAG NUMBER: 00016118

DESCRIPTION HP DC5700
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: HUMAN RESOURCES *1115* SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE *4/16/2007*
ORIGINAL COST *748.00*
ORIGINAL FUNDING SOURCE *2731*
ASSET GROUP *1603*

RECEIPT INTO *1190-3835*
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER *381-2013*

DATE APPROVED *8-22-13*

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

JUL 19 2013

BOONE COUNTY AUDITOR

DATE : July 18, 2013

FIXED ASSET TAG NUMBER: 00015323

DESCRIPTION HP DC7600
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In GL Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: RECORDER *1160*

SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE *2/28/2006*
ORIGINAL COST *961.00*
ORIGINAL FUNDING SOURCE *2780*
ASSET GROUP *1603*

RECEIPT INTO *2860 - 3835*
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER *381-2013*

DATE APPROVED *8-22-13*

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 18, 2013

FIXED ASSET TAG NUMBER: 00015326

RECEIVED

DESCRIPTION HP DC7600
PC WORKSTATION

JUL 19 2013

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

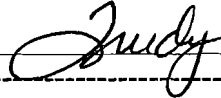
COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Storage Rm B3*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: RECORDER 1160

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE 2/28/2006
ORIGINAL COST 961.00
ORIGINAL FUNDING SOURCE 2780
ASSET GROUP 1603

RECEIPT INTO 2800-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 18, 2013

FIXED ASSET TAG NUMBER: 00015327

DESCRIPTION HP DC7600
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

~~COUNTY/COURT IT DEPT.~~ (circle one) DOES/DOES NOT (circle one) ~~WISH TO TRANSFER THIS ITEM FOR ITS~~
OWN USE (this item is applicable to ~~computer~~ equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

As soon as possible - In 6L Storage Rm 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: RECORDER

1160

SIGNATURE

Trudy

AUDITOR

ORIGINAL PURCHASE DATE 2/28/2006

RECEIPT INTO 2800-3835

ORIGINAL COST 961.00

ORIGINAL FUNDING SOURCE 2780

TRANSFER CONFIRMED _____

ASSET GROUP 1603

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

RECEIVED

JUL 19 2013

BOONE COUNTY AUDITOR

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

JUL 19 2013

BOONE COUNTY AUDITOR

DATE : July 18, 2013

FIXED ASSET TAG NUMBER: 00015945

DESCRIPTION HP DC5700
PC WORKSTATION

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

As soon as possible - In GC Storage Rm 123

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: RECORDER 1160

SIGNATURE

Judy

AUDITOR

ORIGINAL PURCHASE DATE 3/22/2007
ORIGINAL COST 610.00
ORIGINAL FUNDING SOURCE 2780
ASSET GROUP 1603

RECEIPT INTO 2800-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 25, 2013

FIXED ASSET TAG NUMBER: 00015436

RECEIVED

DESCRIPTION HP L1740
MONITOR LCD 17 INCH

JUL 26 2013

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: NON-WORKING

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PROSECUTING ATTORNEY *1261*

SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE 5/5/2006
ORIGINAL COST 290.00
ORIGINAL FUNDING SOURCE 2731
ASSET GROUP 1603

RECEIPT INTO 1190-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2613

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 19, 2013

FIXED ASSET TAG NUMBER: 00014831

RECEIVED

DESCRIPTION HP PROLIANT DL360
SERVER NETWORK

JUL 25 2013

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVE/MEMORY REMOVED

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is ~~applicable to computer equipment only~~)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In GC Storage Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOLOGY 1170

SIGNATURE *Judy*

AUDITOR

*Grant info: State Domestic Preparedness Equip Sup Pk
100% Federal - US Dept. of Homeland Security - no Dept. of Public Safety*

ORIGINAL PURCHASE DATE 2/28/2005
ORIGINAL COST 3,417.00
ORIGINAL FUNDING SOURCE 2744
ASSET GROUP 1603

RECEIPT INTO 1190-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

DATE : August 6, 2013

FIXED ASSET TAG NUMBER: 00013551

AUG - 7 2013

DESCRIPTION IBM INFOPRINT 1140
PRINTER LASER MONOCHROME

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: PURCHASED 2002 - WORKING

REASON FOR DISPOSITION: NO LONGER NEEDED

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In GC Room 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOLOGY 1170

SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE 2/21/2002
ORIGINAL COST 4,892.43
ORIGINAL FUNDING SOURCE 2731 + 2780
ASSET GROUP 1603

RECEIPT INTO 1190-3835 92%
2800-3835 8%
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

DATE : August 6, 2013

FIXED ASSET TAG NUMBER: 00014322

AUG - 7 2013

DESCRIPTION HP LASERJET 2300DN
PRINTER LASER MONOCHROME

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: PURCHASED 2004 - WORKING

REASON FOR DISPOSITION: NO LONGER NEEDED

COUNTY/COURT ~~IF~~ DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In GL Room 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOLOGY 1170

SIGNATURE

Judy

AUDITOR

ORIGINAL PURCHASE DATE 2/24/2004
ORIGINAL COST 1,068.43
ORIGINAL FUNDING SOURCE 2741
ASSET GROUP 1603

RECEIPT INTO 2040-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : August 6, 2013

FIXED ASSET TAG NUMBER: 00006454

RECEIVED

DESCRIPTION IBM 3476
TERMINAL TWINAX

AUG - 7 2013

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: PURCHASED 1990 - POOR

REASON FOR DISPOSITION: NO LONGER NEEDED

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6C Room 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: RECORDER 1160 SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE 5/7/1990 RECEIPT INTO 1190-3835
ORIGINAL COST 814.00
ORIGINAL FUNDING SOURCE 2731 TRANSFER CONFIRMED _____
ASSET GROUP 1603

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-27-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : August 6, 2013

FIXED ASSET TAG NUMBER: 00013714

RECEIVED

DESCRIPTION IBM 3477
TERMINAL TWINAX

AUG - 7 2013

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION:

CONDITION OF ASSET: PURCHASED 2002 - POOR

REASON FOR DISPOSITION: NO LONGER NEEDED

COUNTY/COURT IT DEPT (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible. In 6C Room 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOLOGY 1170

SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE 12/26/13
ORIGINAL COST 200.00
ORIGINAL FUNDING SOURCE 2731
ASSET GROUP 1603

RECEIPT INTO 1190-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : August 1, 2013

FIXED ASSET TAG NUMBER: 00014216

RECEIVED

DESCRIPTION HP PROLIANT DL360
SERVER NETWORK

AUG - 7 2013

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: HARD DRIVES/MEMORY REMOVED

REASON FOR DISPOSITION: NO LONGER NEEDED

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In 6L Room 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOLOGY 1160

SIGNATURE

Judy

AUDITOR

ORIGINAL PURCHASE DATE 11/6/2003
ORIGINAL COST 3,282.00
ORIGINAL FUNDING SOURCE 2780
ASSET GROUP 1603

RECEIPT INTO 1190-3835
TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : July 30, 2013

FIXED ASSET TAG NUMBER: 00015032

RECEIVED

DESCRIPTION HP L1740
MONITOR LCD 17 INCH

AUG - 7 2013

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: NON-WORKING

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) ~~DOES/DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In GC Rm 123*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: PLANNING & ZONING *1710*

SIGNATURE *Judy*

AUDITOR

ORIGINAL PURCHASE DATE *6/15/2005*
ORIGINAL COST *319.00*
ORIGINAL FUNDING SOURCE *2731*
ASSET GROUP *1603*

RECEIPT INTO _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER *381-2013*

DATE APPROVED *8-22-13*

SIGNATURE *[Signature]*

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, Vectra VL600MT

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: s/n US01614076

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

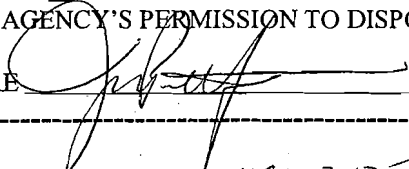
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, Vectra VL600MT

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: s/n US01700043

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

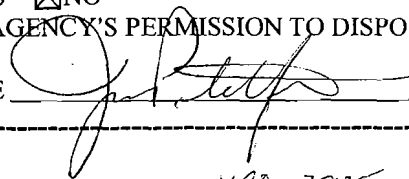
COUNTY / COURT IT DEPT. (check one) DOES / DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

? GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

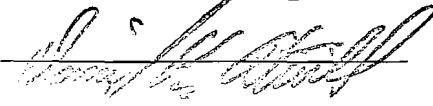
INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, D530

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: s/n CAC437017T

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

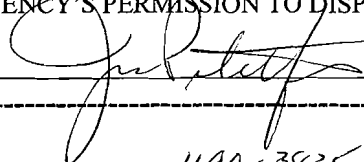
COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

DOCUMENTATION ATTACHED (Y/N) _____

ASSET GROUP _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

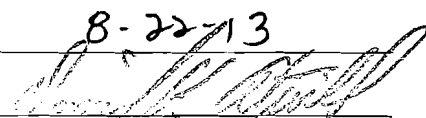
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, XW4400

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: s/n CAC73800WK

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

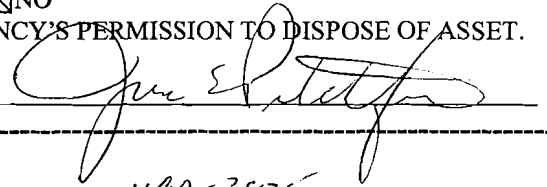
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

> GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

DOCUMENTATION ATTACHED (Y/N) _____

ASSET GROUP _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

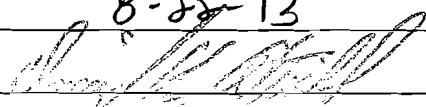
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, XW4600

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: s/n CAC934006J

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

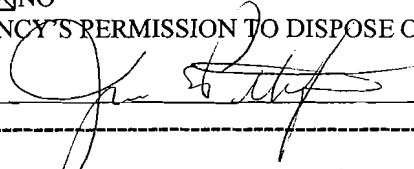
COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

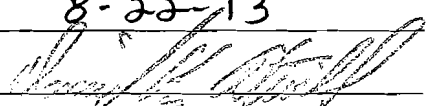
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, VECTRA VL420MT

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: s/n us20317389

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

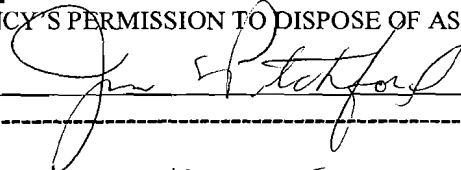
COUNTY / COURT IT DEPT. (check one) DOES / DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

? GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

ASSET GROUP _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

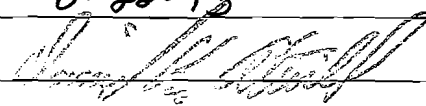
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, XW4300

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: S/N 2UA6150HWQ

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

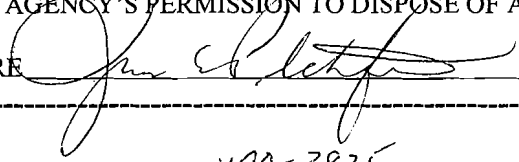
COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

? GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, VECTRA VL600MT

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: S/N US01700209

CONDITION OF ASSET:

REASON FOR DISPOSITION: OUTDATED

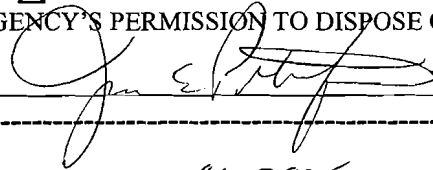
COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

? GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

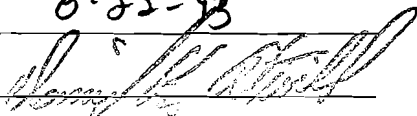
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP, DC7100

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: S/N CAC52001QP

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

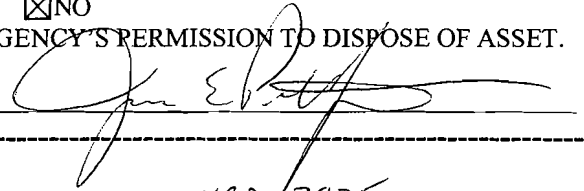
COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

> GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, COMPAQ EVO

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: S/N 6X33KN8ZL0SV

CONDITION OF ASSET:

REASON FOR DISPOSITION: OUTDATED

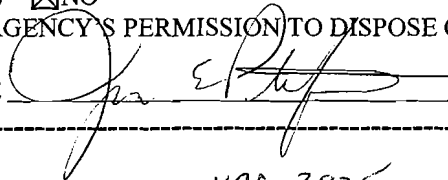
COUNTY / COURT IT DEPT. (check one) DOES / DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

> GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

DOCUMENTATION ATTACHED (Y/N) _____

ASSET GROUP _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

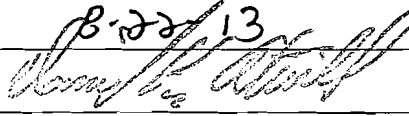
INDIVIDUAL _____

____ TRADE ____ AUCTION ____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: PC Workstation, HP XW4400

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: S/N 2UA7020QCK

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

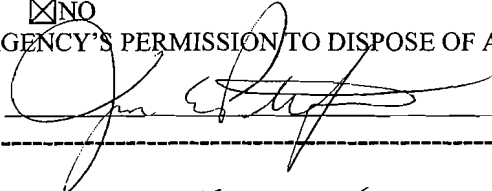
COUNTY / COURT IT DEPT. (check one) DOES / DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____ RECEIPT INTO 1190-3835

ORIGINAL COST _____ GRANT FUNDED (Y/N) ?

ORIGINAL FUNDING SOURCE _____ GRANT NAME _____

ASSET GROUP _____ % FUNDING _____

AGENCY _____ DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: INJET PRINTER, HP DESKJET 890C

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION: S/N SG87FIG116

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE 

AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

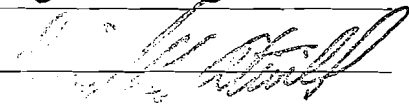
INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: 19" CABINET, 6' W/ VARIOUS PHONE LINE CARDS, POWER SUPPLIES, 56K MODEM, ETC

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:OUTDATED

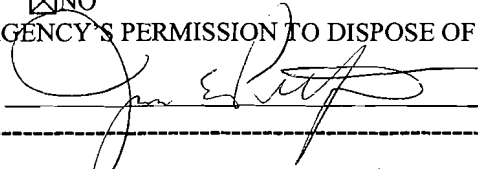
COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: 10 HEADSET LINE INTERFACE MODULES

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:NO LONGER NEEDED

COUNTY / COURT IT DEPT. (check one) DOES / DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE

AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO 1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

ORIGINAL FUNDING SOURCE _____

> GRANT NAME _____

% FUNDING _____

AGENCY _____

ASSET GROUP _____

DOCUMENTATION ATTACHED (Y/N) _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER DEPARTMENT NAME _____ NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE _____ AUCTION _____ SEALED BIDS

____ OTHER EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED 8-22-13

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 07/17/13

FIXED ASSET TAG NUMBER: None

DESCRIPTION: Assorted keyboards, mice, cables

REQUESTED MEANS OF DISPOSAL: Sell

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:NO LONGER NEEDED

COUNTY / COURT IT DEPT. (check one) DOES DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7/18/13

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT:2020

SIGNATURE

AUDITOR

ORIGINAL PURCHASE DATE _____

RECEIPT INTO

1190-3835

ORIGINAL COST _____

GRANT FUNDED (Y/N) _____

GRANT NAME _____

ORIGINAL FUNDING SOURCE _____

% FUNDING _____

AGENCY _____

DOCUMENTATION ATTACHED (Y/N) _____

ASSET GROUP _____

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER

DEPARTMENT NAME _____

NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE

____ AUCTION

____ SEALED BIDS

____ OTHER

EXPLAIN _____

COMMISSION ORDER NUMBER 381-2013

DATE APPROVED

8-22-13

SIGNATURE

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 13

In the County Commission of said county, on the 22nd day of August 20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the Purchase Agreement with ISS Facility Services, Inc. for Office Cleaning Services for the Centralia, MO Boone County Commission Office. The terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Done this 22nd day of August, 2013.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Boone County Purchasing

Amy Robbins
Senior Buyer



613 E. Ash Street, Room 109
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Amy Robbins
DATE: August 19, 2013
RE: Office Cleaning Services for the Centralia, MO Boone County
Commission Office

The Purchasing Department and the Boone County Commission Office requests approval of the attached Purchasing Agreement for Office Cleaning Services for the Centralia, MO Boone County Commission Office. At \$150 per month expenses will not exceed the formal bid threshold amount however, a formal agreement was desired for budget purposes.

Invoices will be paid from department 1125 – Centralia Office, account 60125 – Custodial / Janitorial Services.

cc: Contract File
Michele Hall

**PURCHASE AGREEMENT
FOR OFFICE CLEANING SERVICES FOR THE
CENTRALIA, MO BOONE COUNTY COMMISSION OFFICE**

THIS AGREEMENT dated the 22nd day of August 2013 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **ISS Facility Services, Inc.**, herein "Contractor."

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. Contract Documents - This agreement shall consist of this Purchase Agreement, Boone County Insurance Requirements and Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference.

2. Contract Duration - This agreement shall **commence on the date of award and extend through July 31, 2014** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for an **additional three (3) one-year periods**. This agreement may be extended beyond the expiration date by order of the County on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date.

3. Purchase - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County office cleaning services for the Centralia, MO Boone County Commission Office as follows:

One Time Per Week:

1. Vacuum carpeted areas.
2. Empty trash cans, replace liners.
3. Clean 2 sets of restrooms, toilets, sinks and mirrors. Provide paper products as needed.
4. Wipe down coffee bar area and conference room area.
5. Clean vestibule area and spot clean door.
6. Dust exposed areas on desk.

Contractor shall perform this service **4 times a month for \$150.00 per month.**

4. Insurance Requirements - The Contractor shall not commence work under this contract until they have obtained all insurance required and such insurance has been approved by the County. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated may be lowered at the discretion of the County.

5. Billing and Payment - All billings shall be invoiced to the Boone County Commission, 801 East Walnut, Rm. 333, Columbia, MO 65201. Billings may only include the prices listed in this agreement. No additional fees for extra services not included in this agreement or taxes shall be included. The County agrees to pay all monthly statements within thirty days of receipt of a correct monthly statement. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees

to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

6. Binding Effect - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

7. Entire Agreement - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

8. Termination - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

ISS FACILITY SERVICES, INC.

by Mike Yates
title General Manager

address 730 W. Saxton Rd, Columbia, MO 65203

BOONE COUNTY, MISSOURI

by: Boone County Commission
Daniel K. Atwill
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

C.J. Dykhouse
C.J. Dykhouse, County Counselor

ATTEST:

Wendy S. Noren
Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

Jane Pitchford by jj 08/14/13 1125/60125 Term/Supply
Signature Date Appropriation Account #750.00 For July - December 2013

STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or e-mail will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.
14. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
15. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
16. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
08/06/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Southwest, Inc. Houston TX Office 5555 San Felipe Suite 1500 Houston TX 77056 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105		
	E-MAIL ADDRESS:		
INSURED ISS Facility Services, Inc. 1019 Central Pkwy N. Suite 100 San Antonio TX 78232 USA	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: National Union Fire Ins Co of Pittsburgh		19445
	INSURER B: XL Specialty Insurance Co		37885
	INSURER C: Greenwich Insurance Company		22322
	INSURER D: Zurich American Ins Co		16535
	INSURER E:		
INSURER F:			

Holder Identifier :

COVERAGES CERTIFICATE NUMBER: 570050951095 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC			GLO983574300 SIR applies per policy terms & conditions	01/01/2013	01/01/2014	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$5,000,000
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			RAG943756601	01/01/2013	01/01/2014	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	RWD943533501 RWR943533601	01/01/2013 01/01/2013	01/01/2014 01/01/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000
A	E&O-MPL-Primary			6489450	11/01/2012	11/01/2013	Employee Dishonesty \$2,000,000

Certificate No : 570050951095

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
RE: Service Location: Office cleaning services for Centralia, MO Boone County Commission Office. Boone County Commission is included as Additional Insured in accordance with the policy provisions of the General Liability policy.

CERTIFICATE HOLDER	CANCELLATION
Boone County Commission Boone County Government Center 801 E. Walnut, Rm. 333 Columbia MO 65201-7732 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE



ZURICH

Additional Insured – Automatic – Owners, Lessees Or Contractors

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
GLO9835743-00	01/01/2013	01/01/2014	01/01/2013	14-256-000	N/A	N/A

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

Named Insured: ISS Facility Services Holding Inc.

Address (Including ZIP Code):1019 Central Parkway North, Suite 100, San Antonio, TX 78232

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

A. Section II – Who Is An Insured is amended to include as an insured any person or organization who you are required to add as an additional insured on this policy under a written contract or written agreement.

However, if you have entered into a construction contract or construction agreement with an additional insured person or organization, the insurance afforded to such additional insured only applies to the extent permitted by law.

B. The insurance provided to the additional insured person or organization applies only to "bodily injury", "property damage" or "personal and advertising injury" covered under Section I – Coverage A – Bodily Injury And Property Damage Liability and Section I – Coverage B – Personal And Advertising Injury Liability, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf,

and resulting directly from your ongoing operations or "your work" as included in the "products-completed operations hazard", which is the subject of the written contract or written agreement.

C. However, regardless of the provisions of Paragraphs A. and B. above:

1. We will not extend any insurance coverage to any additional insured person or organization:
 - a. That is not provided to you in this policy; or
 - b. That is any broader coverage than you are required to provide to the additional insured person or organization in the written contract or written agreement; and
2. We will not provide Limits of Insurance to any additional insured person or organization that exceed the lower of:
 - a. The Limits of Insurance provided to you in this policy; or
 - b. The Limits of Insurance you are required to provide in the written contract or written agreement.

D. The insurance provided to the additional insured person or organization does not apply to:

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering or failure to render any professional architectural, engineering or surveying services including:

1. The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
2. Supervisory, inspection, architectural or engineering activities.

E. The following is added to Paragraph 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit of Section IV – Commercial General Liability Conditions:

The additional insured must see to it that:

1. We are notified as soon as practicable of an "occurrence" or offense that may result in a claim;
2. We receive written notice of a claim or "suit" as soon as practicable; and
3. A request for defense and indemnity of the claim or "suit" will promptly be brought against any policy issued by another insurer under which the additional insured may be an insured in any capacity. This provision does not apply to insurance on which the additional insured is a Named Insured, if the written contract or written agreement requires that this coverage be primary and non-contributory.

F. For the coverage provided by this endorsement:

1. The following paragraph is added to Paragraph 4.a. of the Other Insurance Condition of Section IV – Commercial General Liability Conditions:

This insurance is primary insurance as respects our coverage to the additional insured person or organization, where the written contract or written agreement requires that this insurance be primary and non-contributory with respect to any other policy upon which the additional insured is a Named Insured. In that event, we will not seek contribution from any other such insurance policy available to the additional insured on which the additional insured person or organization is a Named Insured.

2. The following paragraph is added to Paragraph 4.b. of the Other Insurance Condition of Section IV – Commercial General Liability Conditions:

This insurance is excess over:

Any of the other insurance, whether primary, excess, contingent or on any other basis, available to an additional insured, in which the additional insured on our policy is also covered as an additional insured on another policy providing coverage for the same "occurrence", offense, claim or "suit". This provision does not apply to any policy in which the additional insured is a Named Insured on such other policy and where our policy is required by written contract or written agreement to provide coverage to the additional insured on a primary and non-contributory basis.

G. This endorsement does not apply to an additional insured which has been added to this policy by an endorsement showing the additional insured in a Schedule of additional insureds, and which endorsement applies specifically to that identified additional insured.

All other terms and conditions of this policy remain unchanged.

BOONE COUNTY INSURANCE REQUIREMENTS

Insurance Requirements: The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide. Insurance limits indicated below may be lowered at the discretion of the County.

Compensation Insurance - The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.

Comprehensive General Liability Insurance - The Contractor shall take out and maintain during the life of this contract, such comprehensive general liability insurance as shall protect them and any subcontractor performing work covered by this contract, from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Comprehensive General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

The Contractor has the option to provide **Owner's Contingent or Protective Liability and Property Damage** instead of the **Comprehensive General Liability Insurance**- The Contractor shall provide the County with proof of Owner's Protective Liability and Property Damage Insurance with the County as named insured, which shall protect the County against any and all claims which might arise as a result of the operations of the Contractor in fulfilling the terms of this contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00 per occurrence, combined single limits. Limits can be satisfied by using a combination of primary and excess coverages. Should any work be subcontracted, these limits will also apply.

COMMERCIAL Automobile Liability – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$1,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.

Proof of Carriage of Insurance - The Contractor shall furnish the County with Certificate(s) of Insurance which **name the County as additional insured** in an amount as required in this contract, contain a description of the project or work to be performed, and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall be on occurrence basis and shall remain in effect until such time as the County has made final acceptance of the facility contracted.

INDEMNITY AGREEMENT: To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

Search Results

Current Search Terms: ISS* facility* services* Inc.*

Your search for "ISS* Facility* Services* Inc.*" returned the following results...

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity	ISS FACILITY SERVICES HOLDING, INC.	Status: Active
DUNS: 095111217	CAGE Code: 3RXV1	View Details
Has Active Exclusion?: No	DoDAAC:	

SAM | System for Award Management 1.0

IBM v1.1108.20130719-0907

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 13

County of Boone

In the County Commission of said county, on the

22nd

day of August

20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the Community Development Block Grant FY 2013 application in connection with the Manchester Heights Sewer Project as requested by the Boone County Regional Sewer District. The terms of the agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Done this 22nd day of August, 2013.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

**Community Development Block Grant Program
FY 2013 Application**

This Agreement, made and entered into this 28th day of August, 2013, by and between Boone County, Missouri, hereinafter called the "Applicant," and Boone County Regional Sewer District, hereinafter called the "Sub-applicant."

Whereas, the Applicant is applying for a Community Development Block Grant from the State of Missouri, in connection with the Manchester Heights Sewer Project, and it is the Applicant's desire to relinquish certain responsibilities as allowed by the program and state statutes;

Whereas, the Sub-applicant will benefit from the grant proceeds and finds it in the best interest of both parties to assume these responsibilities;

Now, therefore, the parties hereto agree as follows:

1. The Sub-applicant shall assume all grant responsibilities listed with the exception of #2 below, which both parties understand cannot be assumed by the Sub-applicant;
2. The Applicant agrees to retain all financial responsibilities of the grant program, with the understanding that all invoices (financial indebtedness) must be paid through the Applicant's established method;
3. The terms of the Cooperative Agreement between Applicant and Sub-Applicant approved by Boone County Commission Order 563-2009 is incorporated herein by reference.
4. This agreement may be entered into in one or more counterparts which, when taken together, shall constitute the original agreement between the parties.

The Applicant also acknowledges, as part of this Agreement, that liability for the grant is wholly within its realm and the Sub-applicant hereby assumes responsibility to see that all terms listed herein are met, with the above exceptions. This Agreement shall be valid until successful project completion and grant close-out.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year indicated above.

[Signatures follow on next page]

Community Development Block Grant Program
FY2013 Application

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM C – LOCAL EFFORT (page 1 of 2)

BLOCK 1: Taxes (must be completed by the applicant, regardless of the type of application)		
TAX TYPE	A. TAX RATE	B. ACTUAL REVENUES RECEIVED IN 2011 OR LAST FISCAL YEAR
1. SALES	1.375 %	\$ \$28,790,562
2. PROPERTY TAXES	\$ \$0.17 PER 100 A.V.	\$ \$4,471,097
3. OTHER TAXES	%	\$
4. ELECTRIC FRANCHISE	%	\$
5. GAS FRANCHISE	%	\$
6. OTHER FRANCHISE	%	\$ 138,977
7. 2012 ASSESSED VALUATION	%	\$ \$2,428,971,600

**BLOCK 2: User Fees (Must be completed by all applicants or sub-applicants – whoever owns the facility)
In the case of multiple facilities, complete Block 2 for all involved.**

A. WATER	B. SEWER	C. DESCRIPTION
Not applicable (NA)	6,275	1. NUMBER OF RESIDENTIAL USERS
NA	97	2. NUMBER OF NON-RESIDENTIAL USES
NA	\$45.70	3. CURRENT MONTHLY RESIDENTIAL CHARGE FOR 5,000 GALLONS USED*
NA	\$54.30	4. IF INCREASE PROPOSED, MONTHLY RESIDENTIAL CHARGE FOR 5,000 GALLONS USED
NA	\$3,423,449	5. TOTAL REVENUES RECEIVED IN 2009 OR LAST COMPLETE FISCAL YEAR*
NA	January 2012	6. MONTH AND YEAR OF LAST RATE INCREASE

*IF NEW SYSTEM IS PROPOSED, THESE COSTS AND REVENUES **MUST BE PROVIDED** BASED ON PROJECTIONS FOR THE FIRST YEAR'S OPERATION.

NOTE: IF THE NUMBER OF RESIDENTIAL USERS DOES NOT MATCH THE BENEFICIARIES LISTED ON FORM A, QUESTION 6(B), PLEASE EXPLAIN:

The information in Block 1 reflects data from Boone County.

The information in Block 2 reflects data from the Boone County Regional Sewer District (sub-applicant) with the addition of the new connections resulting from this project. The number of residential users does not match the beneficiaries listed on Form A because the benefiting users are joining the much larger regional system.

FY2013 APPLICATION: FORM C(a) – LOCAL EFFORT (page 2 of 2)

BLOCK 3: Budget Data (Must be completed for all projects by applicant, and/or other multi-jurisdictional applicant, as applicable)

Budget for January 2013 to December 2013 Adopted on December 20, 2012
 (month) (year) (month) (year) (date of adoption or latest amendment)

A. DESCRIPTION	B. GENERAL FUND	C. WATER FUND	D. SEWER FUND	E. ELECTRIC FUND	F. GAS FUND	G. FUND	H. FUND	I. TOTAL
1. PREVIOUS YEAR BALANCE (PLUS ALL INVESTMENTS)	9,644,512							
2. REVENUES	24,294,874							
3. TRANSFERS IN FROM OTHER FUNDS	0							
4. EXPENDITURES	25,918,251							
5. TRANSFERS OUT TO OTHER FUNDS	310,000							
6. 16% CONTINGENCY ALLOWANCE (16% MULTIPLIED BY EXPENDITURES)	4,146,920							
7. BALANCE (1+2+3) – (4+5+6)	3,564,215							

PROVIDE EXPLANATION OF ANY FUNDS INCLUDED IN THE BUDGET DATA ABOVE THAT ARE NOT USABLE (RESTRICTED AS DEFINED IN THE INSTRUCTIONS) FOR THE PROPOSED PROJECT:

Please reference the attachment titled "Form C and Form C(a) Attachment". This attachment will address Form C Block 1 and Form C (a) Block 3 and explain the Boone County funds that are restricted for specific uses.

PROVIDE EXPLANATION OF ANY NEGATIVE BALANCE:

BLOCK 4: Certification (Attach current financial statement)

I, DANIEL K. ATWILL, the PRESIDING COMMISSIONER of Boone County, do hereby certify to the Department of
 (name) (title) (name of city, county, sub-applicant)

Economic Development that the information in Blocks 1,2, and 3 of FORM C is correct and can be verified by the records of the entity, including the **attached financial statement**.

CERTIFYING OFFICER:  DATE: 8-22-13



8-29-13

Form C and Form C(a) Attachment

Form C: Block 1

Block 1 of Form C (pg. 56) requests information on county sales, property and franchise tax rates and 2012 fiscal year revenues. Much of the revenue reported in Block 1 is restricted for specific uses.

Sales Tax

Boone County's 1.375% sales tax is dedicated as follows: 0.5% General Fund, 0.5% Road and Bridge Fund, 0.125% Law Enforcement Services Fund, 0.25% Community Children's Services. Revenue received for these funds through sales taxes for fiscal year 2012 is reported as follows:

- General Fund - \$12,619,573
- Road and Bridge Fund - \$13,019,266 (all restricted for specific use)
- Law Enforcement Services Fund - \$3,151,723 (all restricted for specific use)
- Community Children's Services Fund - \$0 (This fund did not receive revenue in fiscal year 2012 because it is funded by a new 0.25% sales tax that did not take effect until April 2013. All revenue in this fund is restricted for a specific use).

Property Tax

Of the \$4,471,097 in property tax revenue reported in Block 1 of Form C, \$3,132,275 is General Fund revenue and \$1,338,822 is revenue dedicated to the Road and Bridge Fund.

Franchise Tax

The \$138,977 in revenues generated from franchise taxes in fiscal year 2012 were all placed into the General Fund.

Form C(a): Block 3

Block 3 of Form C(a) (pg. 57) requests Boone County's budget data information for all funds except those restricted for a specific use. On Form C(a) we have included only information regarding the General Fund since all other major funds are restricted for specific uses.

The four major funds of Boone County are as follows: General Fund, Road and Bridge Fund, Law Enforcement Services Fund, and Community Children's Services Fund. Boone County is primarily dependent on local sales tax for the operating revenues within its major funds. The County Commission adopted a fund balance policy which established a minimum unassigned fund balance of two months expenditures (or approximately 17%) for its major operating funds. Unassigned fund balance in the General Fund at the end of fiscal year 2012 exceeded the minimum, totaling \$8.6 million, or 36% of total general fund expenditures. Unassigned fund balance represents the spendable portion of fund balance that is not subject to restrictions, commitments, or assignments.

Within Boone County's Road and Bridge Fund, Law Enforcement Services Fund, and Community Children's Services Fund all revenues are legally restricted for a specific use.

Boone County also maintains numerous non-major governmental funds. Fund balances in Boone County's non-major government funds, all combined, totaled \$8.7 million at the end of fiscal year 2012. Of the \$8.7 million total non-major government fund balance, \$7.6 million (87%) is restricted.

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
 FY2013 APPLICATION: FORM I – PUBLIC PARTICIPATION AND NEEDS ASSESSMENT

1. PUBLIC PARTICIPATION REQUIREMENT

ATTACH:

COPY OF PUBLIC HEARING NOTICE FROM NEWSPAPER (PHOTOCOPY MUST INCLUDE DATE OF PUBLICATION AND NAME OF PUBLICATION AS THEY APPEAR ON THE PAGE, OTHERWISE SUBMIT AFFIDAVIT).

OR

COPY OF POSTED ADVERTISEMENT

CERTIFIED LIST OF POSTING SITES WITH DATES POSTED, IF APPLICABLE

COPY OF THE MINUTES OF THE HEARING

DATE OF NEWSPAPER ADVERTISEMENT, IF APPLICABLE: August 12, 2013

DATE OF POSTINGS (IF APPLICABLE):

DATE OF PUBLIC HEARING: August 20, 2013

2. CONFLICT OF INTEREST

CONFLICT OF INTEREST CERTIFICATION: CHECK THE APPROPRIATE BOX BELOW, AND CERTIFY WITH THE SIGNATURE OF THE APPLICANT'S CHIEF ELECTED OFFICIAL.

I HAVE READ THE CONFLICT OF INTEREST POLICY IN STEP 2 OF THE GUIDELINES AND HEREBY CERTIFY THAT I HAVE NO KNOWLEDGE OF CONFLICTS, REAL OR APPARENT, REGARDING ANY OF THE ENTITIES, OR EMPLOYEES OF THE ENTITIES, INVOLVED IN THE PROJECT AS HEREIN DESCRIBED.

A POTENTIAL OR REAL CONFLICT OF INTEREST EXISTS WITH THIS PROJECT, AND IS FULLY DESCRIBED ON AN ATTACHED SHEET OF PAPER.

CHIEF ELECTED OFFICIAL

DATE

3. NEEDS ASSESSMENT REQUIREMENT

ATTACH:

COMPLETED AND EXECUTED NEEDS ASSESSMENT DOCUMENT PAGE (SIGNED BY PROPER OFFICIAL)

SUPPORTING DOCUMENTATION OF ANY ADDITIONAL MEETINGS WHERE INFORMATION WAS COMPILED

SIGN IN SHEETS

DESCRIBE ALL ACTIVITIES TAKEN TO OBTAIN SUBSTANTIAL PUBLIC INPUT IN COMPILING THE NEEDS ASSESSMENT DOCUMENT:

A public hearing was held on Tuesday, August 20, 2013, at 9:30 a.m. in the Boone County Government Center at a regularly scheduled meeting of the Boone County Commission. Public notification that the public hearing was taking place at this date, time, and location was published in the Columbia Daily Tribune (local newspaper of widest circulation) on August 12, 2013.

Boone County Commissioners, Regional Economic Development, Inc. President Mike Brooks, and the Columbia Board of Realtors were also consulted when completing the needs assessment.

Community Development Block Grant Program
FY2013 Application

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: COMMUNITY NEEDS ASSESSMENT (PAGE 1 OF 4)

1. APPLICANT NAME: Boone County				
2. PERCENT OF LOW & MODERATE INCOME (LMI) PERSONS IN THE APPLICANT'S JURISDICTION (CITY/COUNTY): 39.1%				
Please complete all sections of this document except D, E, and part of H (which may be completed using census data) at the time of preapplication required public hearing and any subsequent meetings the community feels necessary to compile a representative response for the community. The responses should best reflect the consensus of the hearing participants as a whole. There are no right or wrong responses. The assessment should honestly reflect the public's opinion and perception. If the elected officials disagree with any majority answer, an explanation should be offered.				
	QUALITY OF FACILITIES AFFECTING ENTIRE JURISDICTION (Check one)			
A. PUBLIC WORKS INFRASTRUCTURE (Address & complete at public hearing)	DOESN'T EXIST	GOOD	FAIR	POOR
1. Water Source	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Water Treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Water Distribution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Sanitary Sewer Treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Sanitary Sewer Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Storm Sewer Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Other Drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Streets/Drainage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Bridges	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Sidewalks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11. Parks/Recreation Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Landfill	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Electrical Generation Or Distribution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Natural Gas Distribution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Other (List):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. PUBLIC SERVICES (Address & complete at public hearing)				
1. Fire Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Police Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Code Enforcement/Planning/Zoning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Energy Conservation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Health Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Recreational/Cultural Activities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Snow Removal	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Street Cleaning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Park Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Emergency Medical Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Trash Removal	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Street Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Sidewalks	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Other (List):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Community Development Block Grant Program
FY2013 Application

COMMUNITY NEEDS ASSESSMENT (PAGE 2 OF 4)

C. COMMUNITY FACILITIES (Address & complete at public hearing)	DOESN'T EXIST	GOOD	FAIR	POOR	
1. Community Center	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Senior Citizen Center	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Historic Preservation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Sheltered Workshop	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Hospital(S)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Infant/Day Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Mental Health Counseling Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. Senior Citizen Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Teen/Youth Center	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Drug Abuse Prevention/Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Crime Prevention Program	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. Community Theater	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Library	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14. Other (List):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
D. HOUSING (Required by all applicants - may be completed using census data rather than public hearing.) The following website is a good source for this information: http://mcdc2.missouri.edu/websas/dp3_2kmenus/mo/	SINGLE FAMILY	MULTI-FAMILY	OWNER	RENTAL	
1. Number Of Occupied Housing Units			35,929	28,148	
2. Number Of Housing Units Occupied By LMI (80% Or Less Of Median Income)					
3. Number Of Housing Units Occupied By Very Low Income (50% Or Less Of Median)					
4. Number Of Housing Units Occupied By Extremely Low Income (30% Or Less Of Median)					
5. Number Of Substandard Housing Units					
6. Vacancy Rate (%) total vacancy rate = 7.9%					
7. Number Of Dilapidated Units Requiring Demolition					
8. Number Of Occupied Dilapidated Units					
9. New Housing Units Needed To Provide Housing For New Employment					
10. Number Of Housing Units Needed To Replace Housing To Be Demolished					
11. Number Of Affordable Housing Units Available					
12. Number Of Rent-Subsidized Units					
13. Number Of Units Needing Rent Subsidies					
14. Number Of Units Available For Person With Special Needs (Physically Or Mentally Challenged)					
15. Number Of Housing Units Needed For Persons With Special Needs					
E. HOUSING MARKET WITHIN COMMUNITY (Required by all applicants - may be completed using census or local housing data rather than at public hearing)	AVAILABILITY (Circle one)				
	LOW			HIGH	
1. Duplexes For Rent	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
2. Medium To Large Apartments (2+ Bedrooms)	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
3. Low Priced Single Family Homes (Under \$40,000)	1 <input checked="" type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
4. Medium Priced Single Family Homes (\$40,000 To \$90,000)	1 <input checked="" type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
5. High Priced Single Family Homes (Over \$90,000)	1 <input checked="" type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

DATA is

not available for areas left blank

Community Development Block Grant Program
FY2013 Application

COMMUNITY NEEDS ASSESSMENT (PAGE 3 OF 4)

F. COMMUNITY HEALTH ENVIRONMENT (Address & complete at public hearing)	AVAILABILITY (Circle one)				
	LOW			HIGH	
1. Primary Care Physicians	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
2. Health Care Specialists	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
3. Walk-In Clinics	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
4. Mobile Clinics	1 <input checked="" type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
5. Dentists	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
6. Home Care Services	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
7. Licensed Child Care	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
8. Youth/Elderly Services	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
9. Substance Abuse Programs	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
10. Patient Transportation Services	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
11. EMS/911	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
G. EDUCATION PROFILE (Address & complete at public hearing)	AVAILABILITY (Circle one)				
	LOW			HIGH	
1. Preschools	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
2. Public Schools	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
3. Private Schools	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
4. Vocational Schools	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
5. Community Colleges	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
6. Universities	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
7. Continuing Education	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
8. Employer-Based Skills Training	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
9. Cooperative School-Business Partnerships	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
10. Shared School Facilities (Recreation, Library, Etc.)	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
11. Entrepreneurship Training	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
12. Children's Groups (4-H, Scouts, Etc.)	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input checked="" type="radio"/>
13. Other (List):	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
H. ECONOMIC DEVELOPMENT (Required by all applicants - may be completed using local data.)					
1. Average Rate Of Unemployment For The County For The Past Six Months (Percentage):			4.8	%	
2. Average Rate Of Unemployment For The County For The Past Year (Percentage):			4.7	%	
3. Average Work Force Age (Example - 20-30, 30-40, 40-50, 50-60, 60+):			30-40		
4. What Are The Community's Predominate Job Skills? <input checked="" type="checkbox"/> Skilled Jobs <input type="checkbox"/> Non-Skilled Jobs					
5. Education Level For Most Of The Work Force (Check The One That Best Represents The Community)					
<input checked="" type="checkbox"/> High School <input type="checkbox"/> College/University <input type="checkbox"/> Specialty/Vocational					
6. Does The Community Have An Enterprise Zone? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No There is an enterprise zone in the City of Centrafia.					
7. Is The Community Planning To Obtain An Enterprise Zone? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
8. Does The Community Currently Have An Industrial Park? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No There are numerous industrial parks.					
9. If The Answer Is "Yes" To Item 8, Please Indicate If It Is <input type="checkbox"/> Public <input type="checkbox"/> Private <input checked="" type="checkbox"/> Both					

Community Development Block Grant Program
FY2013 Application

COMMUNITY NEEDS ASSESSMENT (PAGE 4 OF 4)

10. Describe The Following Conditions Of Any Present Industrial Park(S): (Please Check The Appropriate Box)	Doesn't Exist	Good	Fair	Poor
A. Roads	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Sewer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Water	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Electric	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Gas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Lighting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Rail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11. Describe Any Actions Proposed To Stimulate Employment And Private Investment:

Regional Economic Development Inc. (REDI) works to stimulate economic growth in Boone County and the City of Columbia. REDI works with a dozen or more prospective employers each month to form strategic partnerships to support local economic development programs. There is a new focus on creating an entrepreneurial community which is reflected in the opening of the Downtown Incubator (affordable 24-hr office space for entrepreneurship) in Columbia in September 2012. There is a continued focus by County and City officials and economic developers on maintaining and expanding the Columbia Regional Airport's services. Collaboration between educational institutions and the business community is promoted and encouraged; one recent result of this type of collaboration is a Mechatronics Certificate and Degree program which will begin to be offered locally in the fall of 2013. Work has been put into establishing Enhanced Enterprise Zones (EEZ) in the county; the MO Department of Economic Development (DED) approved an EEZ in Centerville in January 2013. Boone County was designated as a Work Ready Community in Progress by DED in July 2013.

I. EMPLOYMENT OPPORTUNITIES (Address & complete at public hearing)	AVAILABILITY (Circle one)				
	LOW				HIGH
1. Skilled Jobs	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
2. Non-Skilled Jobs	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input checked="" type="radio"/>	5 <input type="radio"/>
3. Job Training	1 <input type="radio"/>	2 <input type="radio"/>	3 <input checked="" type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

J. IDENTIFY THE COMMUNITY'S TOP FIVE PRIORITY NEEDS IN THIS ASSESSMENT - LIST IN ORDER OF IMPORTANCE AND INTENTION TO ADDRESS


- Balanced economic growth within the county
- Wastewater improvements
- Stormwater improvements
- Roads
- Technical training

K. DESCRIBE THE PROPOSED PROJECT AS IT RELATES TO THE TOP FIVE PRIORITIES:

Boone County is actively working to eliminate the number of discharge points for wastewater in order to both positively affect water quality county wide and remove the burden of regulatory compliance from the private sector. This project will bring the Manchester Heights system (currently privately managed with a discharge into a tributary of the Hominy Branch) into the publicly managed Boone County Regional Sewer District.

L. IF THE PROPOSED PROJECT DOES NOT APPEAR IN THE TOP FIVE COMMUNITY PRIORITIES, PROVIDE AN EXPLANATION:


This Document Was Completed By Consensus (Where Required) Of The Participation Of A Pre-Application Public Hearing Held On August 20, 2013, And Subsequent Meetings Held On August 22, 2013. Supportive Documentation Of All Meetings (Minutes, Sign In Sheets) Is Attached.


SIGNATURE OF CHIEF ELECTED OFFICIAL

8-22-13
DATE

Community Development Block Grant Program
FY2013 Application

- i) Sections 700.300 – 324 of RSMo concerning lead paint hazards;
 - j) The Clean Air Act of 1970, as amended (42 U.S.C.S. 7401 et seq.);
 - k) The Federal Water Pollution Control Act of 1972, as amended, (33U.S.C.S. 1251 et seq.);
 - l) The Clean Water Act of 1977 (Public Law 95-217);
 - m) The Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. Sec. 6901 et seq.);
 - n) Section 519 of Public Las 101-144, the 1990 HUD Appropriations Act, prohibiting use of excessive force by jurisdictional law enforcement in response to nonviolent civil rights demonstrations, and prohibiting physical barring of entrance or exit to a facility subject to the nonviolent civil rights demonstrations;
 - o) Section 1352, Title 31, U.S.C. if awarded funds in excess of \$100,000;
 - p) The Single Audit Act of 1984, amended 1996, Public Law 98-502, and OMB Circular A-133;
 - q) Cranston-Gonzales National Affordable Housing Act (Section 906 and 912);
 - r) Subpart C of 24 CFR, Part 12 regarding disclosure requirements.
- 22) It will comply with all parts of title I of the Housing and Community Development Act of 1974, as amended, which have not been cited previously as well as with other applicable laws.
- 23) It will minimize displacement of persons as a result of activities assisted with federal assistance.
- 24) It will not attempt to recover any capital costs of public improvements assisted in whole or in part under Section 106 or with amounts resulting from a guarantee under Section 108 by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee changed or assessment made as a condition of obtaining access to public improvements, unless (i) funds received under Section 106 are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under this title; or (ii) for purposes of assessing any amount against properties owned and occupied by persons of low or moderate income who are not persons of very low income, the grantee certified to the Secretary of such State, as the case may be, that it lacks sufficient funds received under Section 106 to comply with requirements of clause (i).
- 25) Any activities conducted with amounts received by a unit of general local government under this subsection shall be subject to the applicable provisions of this Title and other Federal law in the same manner and to the same extent as activities conducted with amounts received by a unit of general local government under subsection (a).
- (a) It will comply with section 285.530, RSMo, which pertains to the employment of illegal aliens, and participates in a federal work authorization program as defined by this statute.


SIGNATURE, CHIEF ELECTED OFFICIAL

Daniel K. Atwill

TYPED NAME

Presiding Commissioner

TITLE

8-22-13
DATE

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM J – STATEMENT OF ASSURANCES

(An individual Statement of Assurances is required for each jurisdiction in a multi-jurisdictional application.)

The applicant hereby assures and certifies that:

- 1) It possesses legal authority to apply for the grant, and execute the proposed program.
- 2) Its governing body has duly adopted or passed, as an official act, a resolution, motion or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and direction, and authorizing the applicant's chief executive officer to act in connection with the application and to provide such additional information as may be required.
- 3) It has facilitated or will facilitate citizen participation by:
 - a) Providing citizens with an opportunity to participate in the determination of priorities in community development and housing needs;
 - b) Providing adequate notices for one or more public hearings;
 - c) Holding one or more hearings on the proposed application before adoption of a resolution or similar action by the local governing body authorizing the filing of the application;
 - d) Providing for citizen participation when considering amendments to community development program;
 - e) Providing for citizen participation in the planning and assessment of the community development program including the development of a performance report and the submission of views to the state; and
 - f) Actions comparable to Section 104(a)(2) of the Act, as described by the State.
- 4) Its chief executive officer or other officer of applicant approved by the state:
 - a) Consents to assume the status of a responsible Federal official under the National Environmental Policy Act of 1969 (NEPA) and other provisions of Federal law, as specified in 24 CFR Part 58, which furthers the purposes of NEPA insofar as the provisions of such Federal law apply to the Missouri Community Development Block Grant Program;
 - b) Is authorized and consents on behalf of the applicant and himself to accept the jurisdiction of the Federal courts for the purpose of enforcement of his responsibilities as such an official.
- 5) The Community Development Block Grant program has been developed so as to give maximum feasible priority to activities which will benefit low and moderate income families, or aid in the prevention or elimination of slums or blight; or includes activities which the grantee certifies are designed to meet other community development needs having a particular urgency as specifically explained in the application.
- 6) It will complete the Project within three years from the effective date of this CDBG Grant Agreement.
- 7) It will comply with the regulations, policies, guidelines, and requirements of 24 CFR 85, as modified by 24 CFR 570, Subpart J, as they relate to the application, acceptance, and use of Federal funds under this document.
- 8) It will comply with:
 - a) Section 110 of the Housing and Community Development Act of 1974, as amended, 24 CFR 570.603, and State regulations regarding the administration and enforcement of labor standards;
 - b) Davis-Bacon Act (46 U.S.C. 2786a) with respect to prevailing wage rates (except where exempted under the law);
 - c) Contract Work Hours and Safety Standards Act of 1962, 40 U.S.C. 327-332, requiring that mechanics and laborers (including watchmen and guards) employed on federally assisted contracts be paid wages of not less than one and one-half times their basis wage rates for all hours worked in excess of eight in a calendar day or forty in a work-week, whichever is greater; and
 - d) Federal Fair Labor Standards Act, 29 U.S.C. Sec. 201 et seq. requiring that covered employees be paid at least the minimum prescribed wage, and also that they be paid one and one-half times their basic wage rate for all hours worked in excess of the prescribed work-week.
- 9) It will comply with all requirements imposed by the State concerning special requirements of law, program requirements, and other administrative requirements, including, but not limited to, the requirement that a grant recipient must repay to the State, upon sale of the CDBG- funded real property to a non-eligible entity, a pro-rata portion of the proceeds of the sale, as set forth in the CDBG Administrative Manual.
- 10) It will comply with:

- a) Title VI of the Civil Rights Act of 1964 (Pub. Law 88-352), and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and immediately take any measure necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the applicant, the assurances shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits;
 - b) Title VIII of the Civil Rights Act of 1968 (Pub. Law 90-284), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing; the financing of housing, and the provisions of brokerage services;
 - c) Executive Order 12259, Leadership and Coordinator of Fair Housing in Federal Programs, requiring that programs and activities relating to housing and urban development be administered in a manner affirmatively to further the goals of Title VIII of the Civil Rights Act of 1968;
 - d) Section 109 of the Housing and Community Development Act of 1974 (ACT) as amended, and the regulations issued pursuant thereto (24 CFR 570.602), which provides that no person in the United States shall, on the grounds of race, color, religion, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds provided under the act. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to otherwise qualified handicapped individuals as provided in Section 504 of the Rehabilitation Act of 1973 as amended shall also apply to any such program activity.
 - e) Titles I through V of the American with Disabilities Act of 1990;
 - f) Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with Federal Assistance;
 - g) Executive Order 11246 as amended by Executive Orders 11375 and 12086, and the regulations issued pursuant thereto (24 CFR Part 130 and 41 CFR Chapter 60), which provide that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of federal or federally assisted construction contracts; shall take affirmative actions to insure fair treatment in employment, upgrading, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training and apprenticeship; and
 - h) Policies required by the State to affirmatively further fair housing, derived from section 808(e)(5) of the Fair Housing Act (Title VIII of the Civil Rights Act of 1968 (Pub. Law 90-284), as amended, and subsequent legislation.
- 11) It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended which provides that, to the greatest extent feasible, opportunities for training and employment shall be given to recipients of public housing and lower-income residents of the unit of local government or the metropolitan area (or non-metropolitan county) in which the project is located. Contract work in connection with such projects shall be awarded to business concerns which are owned in substantial part by persons residing in the same metropolitan area (or non-metropolitan county) as the project employ Section 3 residents in full-time positions, or subcontract with businesses which provide economic opportunities to low income persons.
- 12) It will:
- a) To the greatest practical extent under State law, comply with Sections 301 and 302 of Title III (Uniform Real Property Acquisition Policy) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and will comply with Sections 303 and 304 of Title III, and HUD implementing instructions at 49 CFR Part 24; and
 - b) Inform affected persons of their rights and of the acquisition policies and procedures set forth in the regulations at 49 CFR Part 24 and 24 CFR 570.488
- 13) It will:

Community Development Block Grant Program
FY2013 Application

- a) Comply with Title II, of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and HUD implementing regulations at 49 CFR Part 24 and 24 CFR Part 570.488;
 - b) Provide relocation payments and offer relocation assistances described in Section 205 of the Uniform Relocation Act or Section 104(d) of Title I of the Housing and Community Development Act of 1974, as amended, and HUD implementing regulations at 24 CFR 570.488 to all persons displaced as a result of acquisition of real property for an activity assisted under the community Development Block Grant program. Such payments and assistance shall be provided in a fair, consistent and equitable manner that insures that the relocation process does not result in different or separate treatment of such persons on account of race, color, religion, national origin, sex, handicap, familial status or source of income.
 - c) Assure that, within a reasonable period of time prior to displacement, comparable decent, safe and sanitary replacement dwellings will be available to all displaced families and individuals and that the range of choices available to such persons will not vary on account of their race, color, religion, handicap, familial status, or source of income.
 - d) Inform affected persons of the relocation assistance policies and procedures set forth in the regulations at 49 CFR Part 24 and 24 CFR 570.488.
- 14) It agrees to comply with the conflict of interest provisions specified in the CDBG 2011 Guidelines.
 - 15) It will comply with the Anti-kickback Copeland Act of 1934, 18 U.S.C. Sec. 874 and 40 U.S.C. Sec. 276(a), which outlaws and prescribes penalties for "kickbacks" of wages in federally financed or assisted construction activities.
 - 16) It will comply with the provisions of the Hatch Act which limits the political activity of employees.
 - 17) It will give the State, HUD and Comptroller General, through any authorized representatives, access to and the right to examine all records, books, papers, or documents relating to the grant.
 - 18) It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the program are not listed on the Environmental Protection Agency (EPA) list of Violating Facilities and that it will notify the State of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing with the EPA.
 - 19) It will comply with the flood insurance purchase of the Section 102(a) of the Flood Disaster Protection Act of 1973, Pub. Law 903-234, 87 Part 975, approved December 31, 1973, Section 102(a) required, on and after March 2, 1974, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
 - 20) It will, in connection with its performance of environmental assessment under the National Historic Preservation Act of 1966 (16 U.S.C. 470), Executive Order 11593, and Preservation of Archeological and Historical Preservation Act of 1966 (16 U.S.C. 469-1, et seq.) by:
 - a) Consulting with the State Historical Preservation Officer to identify properties listed in or eligible for inclusion in the national register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by proposed activity; and
 - b) Complying with all requirements established by the State to avoid or mitigate adverse effects upon such properties.
 - 21) It will comply with:
 - a) The National Environmental Policy Act of 1969 (42 U.S.C. sec. 4321 et seq.) and 24 CFR Part 58;
 - b) Executive Order 11988, floodplain Management;
 - c) Executive Order 11990, Protect of Wetland;
 - d) The Endangered Species Act of 1973, as amended, (16 U.S.C. Sec. 1531 et seq.);
 - e) The Fish and Wildlife Coordination Act of 1958, as amended (16 U.S.C. Sec. 661 et seq.);
 - f) The Wild and Scenic Rivers Act of 1968, as amended (16 U.S.C. Sec. 1271);
 - g) The Safe Drinking Water Act of 1974, as amended, (42 U.S.C. Sec. 30(f) et seq.);
 - h) Section 401 (f) of the Lead-Based Paint Poisoning Prevention Act, as amended (42 U.S.C.S. 4831 (b) and Title X of the Housing and Community Development Act of 1992;

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM K – RESOLUTION

A RESOLUTION OF THE CITY/COUNTY OF Boone, MISSOURI, STATING INTENT TO SEEK FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING THE MAYOR/PRESIDING COMMISSIONER TO PURSUE ACTIVITIES IN AN ATTEMPT TO SECURE FUNDING.

WHEREAS, Title I of the Housing and Community Development Act of 1974 does state as its primary objective "the development of viable urban communities, by providing decent housing, suitable living environment and expanding economic opportunities principally for persons of low and moderate income";

WHEREAS, Title I does offer to communities the opportunity of monetary assistance in accomplishing its stated primary objectives;

WHEREAS, The Missouri Department of Economic Development is designated to award Community Development Block Grant funding under Title I; and,

WHEREAS, The city/county does have areas of need which may be addressed through the Community Development Block Grant program.

NOW; THEREFORE, BE IT RESOLVED by the City/County of Boone, Missouri, that it desires to participate with the Missouri Department of Economic Development in the improvement of our community under the activities authorized pursuant to the Housing and Community Development Act of 1974.

THEREFORE, BE IT FURTHER RESOLVED, that the Mayor/Presiding Commissioner of County of Boone, Missouri hereby is authorized to prepare and submit documents which are necessary in applying for funding and establishing an administrative organization to implement activities pursuant to the aforementioned act.

THEREFORE, BE IT FURTHER RESOLVED, that the applicant/sub-applicant will dedicate \$ 276,225 of local cash funds and \$ 0.00 of in-kind materials or labor to be used in this project.


SIGNATURE, CHIEF ELECTED OFFICIAL

8-22-13
DATE

Wendy S. Noren
ATTESTED BY

8-22-13
DATE

(AFFIX SEAL HERE)

****INSTRUCTIONS: Amount dedicated on resolution must match Form B, Total Column B and C. (An individual Resolution is required for each jurisdiction in a multi-jurisdictional application.)**

If matching funds are pledged from a sub-applicant (nonprofit or district), a statement from the sub-applicant pledging those funds to this project must accompany this resolution. Pledged matching funds from a sub-applicant must still appear on this resolution.

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM L(a) – APPLICANT'S CERTIFICATION ON LOBBYING RESTRICTIONS

An individual Anti-Lobbying Certification is required for each jurisdiction in a multi-jurisdictional application.


The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards (at all tiers, including contracts under grants, loans, and cooperative agreements, subcontracts, and subgrants) over \$100,000, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Boone County

NAME OF APPLICANT


SIGNATURE, CHIEF ELECTED OFFICIAL

Daniel K. Atwill

TYPED NAME

Presiding Commissioner

TITLE

8-22-13
DATE

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM M – CERTIFICATION REGARDING SECTION 3 UTILIZATION

(APPLICABLE ONLY IF REQUESTING \$200,000 OR MORE IN CDBG FUNDS)

(An individual Form M is required for each jurisdiction in a multi-jurisdictional application.)

The City/County of Boone hereby certifies as an applicant for funding under the Missouri Community Development Block Grant program, that it will adhere to the goals and objectives of Section 3 of the Housing and Urban Development Act of 1968, as amended in 1992, which provides that “economic opportunities” (employment, job training, contracting, etc.) generated by certain HUD financial assistance shall, to the greatest extent feasible, be directed toward the following target groups:


Section 3 Residents, defined and prioritized as:

- Low and Very Low-Income (LMI) persons residing in public housing within the grantee’s jurisdiction;
- Other Low and Very Low-Income Persons residing in the project area, based on HUD’s current Section 8 income limits for the county or Metropolitan Statistical Area (MSA) in which the project is located.

Section 3 Business, defined and prioritized as:

- A business that indicates it will provide specific economic opportunities for Section 3 residents located within the grantee’s jurisdiction;
- A business that is at least 51% owned by Section 3 residents;
- A business whose current permanent, full-time employees include at least 30% Section 3 residents, or employees who were Section 3 residents within three years of the date of first employment;
- A business that provides evidence of a commitment to subcontract in excess of 25% of the dollar amount of the contract to Section 3 business.

If selected to receive program funding as a result of this application, the City/County of Boone commits to achieving a target performance goal of 30% benefit to Section 3 residents and business from CDBG-generated economic opportunities, through active recruitment and direct solicitation within the project area (non-metropolitan county or MSA) done in a fashion consistent with existing Federal, State, and local laws and regulations. It is further understood that Section 3 performance and reporting requirements will apply to all businesses awarded contracts of \$100,000 or above as a result of CDBG funding for this project.



SIGNATURE, CHIEF ELECTED OFFICIAL

8-22-13

DATE

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM N – RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION
ASSISTANCE PLAN

(An individual Form N is required for each jurisdiction in a multi-jurisdictional application.)

REQUIRED BY ALL APPLICANTS FOR FY2006 FUNDING UNDER SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED

The City/County of Boone will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to use other than low/moderate income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended.

All replacement housing will be provided within three years of the demolition or conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the City/County of Boone will make public and submit, to the CDBG program, the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as Section 104(d) replacement dwelling units;
5. The source of funding and a time schedule for the provisions of Section 104(d) replacement dwelling units; and
6. The basis for concluding that each Section 104(d) replacement dwelling unit will remain a low/moderate income dwelling unit for at least 10 years from the date of initial occupancy.

The City/County of Boone will provide relocation assistance, as described in Section 570.488, to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the City/County of Boone will take the following steps to minimize the displacement of persons from their homes:

No persons will be displaced as a result of this project.

**** (describe actions planned to minimize displacement)**

Based on initial review of project, the following occupied dwellings (by address) will be demolished or converted with grant funds: No dwellings will be demolished or converted as a result of this project.

**** (insert address of dwellings proposed for demolition or conversion)**

As chief elected official of the City/County of Boone, I hereby certify that the above plan was officially adopted on the 22nd day of August, 20 13.


SIGNATURE, CHIEF ELECTED OFFICIAL

8-22-13
DATE

****The blanks indicated above MUST have a relevant statement included even if no displacement is planned.**

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

FY2013 APPLICATION: FORM O (b) –FAIR HOUSING RESOLUTION FOR COUNTIES

PUBLIC NOTICE

The Commissioners of Boone County as recipient of a Community Development Block

Grant, have on the 22nd day of August 2013, adopted this "Fair Housing Resolution" in

compliance with the 1988 Fair Housing Amendments Act:


FAIR HOUSING RESOLUTION

The County of Boone, being aware of the manner in which the public welfare is promoted through fair housing, which provides for accommodations irrespective of race, color, religion, sex, handicap, familial status, or national origin, does hereby resolve to support fair housing within its jurisdiction by:

- A. Appointing or recruiting an executive official of the County as Fair Housing Officer to coordinate the implementation of this Fair Housing Resolution;
- B. Acquiring and disseminating information concerning citizen and individual rights under Missouri State and Federal statutes in the area of fair housing;
- C. Responding to allegations, complaints, or evidence of discriminatory practices in housing by accumulating information, cooperating with citizens who wish to exercise their rights under any law which enforces fair housing through conference and conciliation if possible, and by making referral to the appropriate authorities for legal proceedings if efforts fail to resolve said complaints;
- D. Maintaining records including copies of correspondence, memoranda, etc., which pertain to alleged violation of fair housing laws, and document that all of the above steps have been taken.

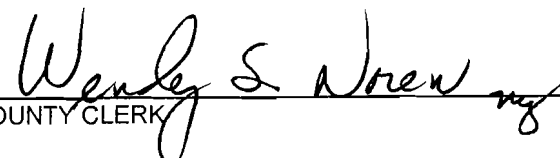
APPROVED BY THE GOVERNING BODY OF THE COUNTY OF BOONE, STATE OF

MISSOURI, THIS DAY OF August
22, 2013.



COUNTY COMMISSIONER

ATTEST



COUNTY CLERK

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

FY2013 APPLICATION: FORM P – EXCESSIVE FORCE RESOLUTION

EXCESSIVE FORCE RESOLUTION

A resolution establishing rules and regulations regarding the use of excessive force during non-violent civil rights demonstrations, including physically barring access to a facility or location which is the subject of such demonstration. In the County of Boone, Missouri, as follows:

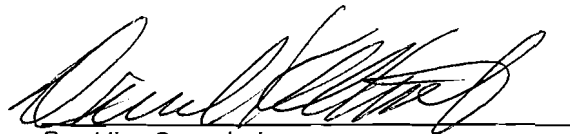
ARTICLE I

Section 1: The County hereby adopts and will enforce this policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations. The County also prohibits the physical barring of any entrance or exit to such a facility and will enforce all applicable State laws in this regard.

ARTICLE II

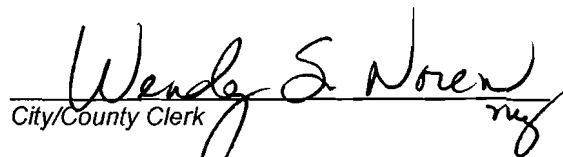
Passed and adopted by the County Commission of the County of Boone, State of Missouri, on

August 22, 2013



Presiding Commissioner

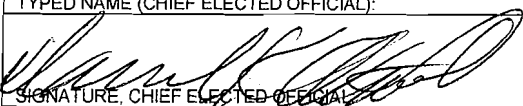
Attest:



City/County Clerk

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY2013 APPLICATION: FORM Q(a) – APPLICANT DISCLOSURE REPORT (PAGE 1 OF 3)

(An individual Form Q is required for each jurisdiction in a multi-jurisdictional application.)

PART I – APPLICANT/GRANTEE INFORMATION	
1. APPLICANT/GRANTEE NAME:	Boone County
2. ADDRESS:	801 East Walnut, Rm. 333
3. CITY/STATE/ZIP:	Columbia, MO 65201-7732
4. FEDERAL EMPLOYEE IDENTIFICATION NUMBER:	43-6000349
5. PHONE:	(573) 886-4305
6. INDICATE WHETHER THIS IS AN:	<input checked="" type="checkbox"/> INITIAL REPORT <input type="checkbox"/> UPDATED REPORT
7. PROJECT ASSISTED/TO BE ASSISTED – FISCAL YEAR:	2014
8. TYPE OF PROJECT:	Water/Wastewater
9. <input checked="" type="checkbox"/> COMPETITIVE GRANT <input type="checkbox"/> NON-COMPETITIVE GRANT/LOAN	
10. AMOUNT REQUESTED/RECEIVED:	\$210,000
11. PROGRAM INCOME TO BE USED WITH ITEM 10 ABOVE:	0
12. TOTAL OF ITEMS 10 AND 11:	\$210,000
PART II – THRESHOLD DETERMINATION	
1. IS THE AMOUNT LISTED IN ITEM 12 ABOVE MORE THAN \$200,000?	<input checked="" type="radio"/> YES <input type="radio"/> NO
2. HAVE YOU RECEIVED OR APPLIED FOR OTHER HUD ASSISTANCE (THROUGH PROGRAMS LISTED IN ATTACHMENT A OF THE INSTRUCTIONS) WHICH, WHEN ADDED TO ITEM 12 (PART 1), IS MORE THAN \$200,000?	<input type="radio"/> YES <input checked="" type="radio"/> NO
IF THE ANSWER TO EITHER 1 OR 2 OF PART II IS "YES," THEN THE REMAINDER OF THIS REPORT MUST BE COMPLETED. IF THE ANSWER TO BOTH 1 AND 2 OF PART II IS "NO," THEN THE REMAINDER OF THIS REPORT IS NOT REQUIRED TO BE COMPLETED, BUT THE FOLLOWING CERTIFICATION MUST BE EXECUTED. I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.	
Daniel K. Atwill TYPED NAME (CHIEF ELECTED OFFICIAL):	
 SIGNATURE, CHIEF ELECTED OFFICIAL	DATE: 8-22-13

Community Development Block Grant Program
FY2013 Application

FORM Q(a) – APPLICANT DISCLOSURE REPORT (PAGE 2 OF 3)

PART III – OTHER GOVERNMENT ASSISTANCE PROVIDED/APPLIED FOR

1. PROVIDE THE REQUESTED GOVERNMENT ASSISTANCE, EXISTING OR APPLIED FOR, THAT WILL BE USED IN CONJUNCTION WITH THE CDBG FUNDING (INCLUDING THOSE LISTED IN ATTACHMENT A).

NAME AND ADDRESS OF AGENCY PROVIDING OR TO PROVIDE ASSISTANCE	PROGRAM	TYPE OF ASSISTANCE	AMOUNT REQUESTED OR PROVIDED
USDA, 2410 S. Franklin St., Kirksville, MO 63501	Rural Development	loan	\$261,915

PART IV – INTERESTED PARTIES

ALPHABETICAL LIST OF ALL PERSONS WITH A REPORTABLE FINANCIAL INTEREST IN THE PROJECT	SOCIAL SECURITY NUMBER OR EMPLOYER ID NUMBER	TYPE OF PARTICIPATION IN THE PROJECT	FINANCIAL INTEREST IN PROJECT DOLLARS AND PERCENT
Mid-Missouri Regional Planning Commission	43-1860695	Environmental review, CDBG application and administration	\$13,000/ 2.7%
SCI Engineering, Inc.	43-1132569	Cultural Resource Survey	\$3,500/ 0.7%
Trabue, Hansen & Hinshaw,	43-1741720	Engineering	\$26,135/ 5.4%

FORM Q(a) – APPLICANT DISCLOSURE REPORT (PAGE 3 OF 3)

PART V – EXPECTED SOURCES AND USES OF FUNDS

1. IDENTIFY THE SOURCES AND USES OF ALL ASSISTANCE, INCLUDING CDBG, THAT HAVE BEEN OR MAY BE USED FOR THIS PROJECT:

SOURCE	USE
CDBG	Sanitary Sewer Collection, CDBG Grant Administration
USDA Rural Development	Sanitary Sewer Collection, Working Capital, Property Acquisition, Engineering, Construction Inspection, Other Professional Services, Legal
Local cash/local responsibility	Other Professional Services

PART VI - CERTIFICATION

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS DISCLOSURE IS TRUE AND CORRECT, AND I AM AWARE THAT ANY FALSE INFORMATION OR LACK OF INFORMATION KNOWINGLY MADE OR OMITTED MAY SUBJECT ME TO CIVIL OR CRIMINAL PENALTIES UNDER SECTION 1001 OF TITLE 18 OF THE UNITED STATES CODE. IN ADDITION, I AM AWARE THAT IF I KNOWINGLY AND MATERIALLY VIOLATE ANY REQUIRED DISCLOSURE OF INFORMATION, INCLUDING INTENTIONAL NONDISCLOSURE, I AM SUBJECT TO A CIVIL PENALTY NOT TO EXCEED \$10,000 FOR EACH VIOLATION.

Daniel K. Atwill

TYPED NAME (CHIEF ELECTED OFFICIAL):

SIGNATURE:



DATE:

8-22-13

FY-2012 Application – Form V: Certification & E-Verify

This form certifies that the applicant (city/county) and subapplicant (if relevant to the application/project) do not employ illegal aliens (undocumented workers)* and that the information contained in the application is true, correct and complete.

* In addition to certifying that your organization does not employ illegal aliens, **all applicants must:** 1) enroll in E-Verify, 2) check the box on the Certification confirming enrollment and participation in E-Verify, and 3) provide supporting documentation.

The **E-Verify Program**, conducted jointly by the U.S. Citizenship and Immigration Services (USCIS) Verification Division and the Social Security Administration (SSA), is designed to provide employment status information to determine the eligibility of applicants for employment.

E-Verify requires that participating commercial employers use the automated Verification Information System (VIS) to check the SSA and the USCIS databases to verify the employment authorization of **ALL** newly hired employees.

An employer's participation in E-Verify is voluntary and is currently free. To access the E-Verify website, go to: https://www.vis-dhs.com/employer_information.htm

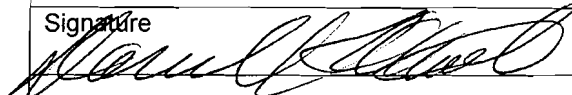
The Certification form must be signed by the chief official of the applicant (and subapplicant if required) and notarized. **All applicants (and subapplicants) must complete this form and attach a copy of the e-verification memorandum to be eligible for the CDBG program.**

CERTIFICATION

- I certify that I am an authorized representative of the applicant/subapplicant and as such am authorized to make the statement of affirmation contained herein.
- I certify that the applicant/subapplicant does NOT knowingly employ any person who is an unauthorized alien and that the applicant/subapplicant has complied with federal law (8 U.S.C. § 1324a) requiring the examination of an appropriate document or documents to verify that each individual is not an unauthorized alien.
- I certify that the applicant/subapplicant is enrolled and will participate in a federal work authorization program as defined in Section 285.525(6), RSMo, with respect to employees working in connection with the activities that qualify applicant/subapplicant for this program. I certify that the applicant/subapplicant will maintain and, upon request, provide the Department of Economic Development documentation demonstrating applicant's participation in a federal work authorization program with respect to employees working in connection with the activities that qualify applicant/subapplicant for this program.
- I understand that, pursuant to section 285.530.5, RSMo, a general contractor or subcontractor of any tier shall not be liable under sections 285.525 to 285.550 when such general contractor or subcontractor contracts with its direct subcontractor who violates section 285.530.1, if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of section 285.530.1 and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.
- I understand that if the applicant/subapplicant is found to have employed an unauthorized alien, applicant may subject to penalties pursuant to Sections 135.815, 285.025, and 285.535, RSMo.
- I hereby agree to allow representatives of the Department of Economic Development access to the property and applicable records as may be necessary for the administration of this program.
- I certify under penalties of perjury that the above statements and information contained in the application and attachments are complete, true, and correct to the best of my knowledge and belief.

Required Attachment:


- Copy of the executed Memorandum of Understanding between the applicant/subapplicant and the United States Citizenship and Immigration Services (USCIS).

Name*	Title
Daniel K. Atwill	Presiding Commissioner
Signature	Date
	8-22-13

STATE OF MISSOURI)
COUNTY/CITY OF Boone) ss.

On this 29 day of August, 2013 before me, JULIE M. CROUCH, a Notary Public in and for said state, personally appeared DANIEL K. ATWILL, known to me to be the person who executed the Certification and acknowledged and states on his/her oath to me that he/she executed the same for the purposes therein stated.

JULIE M. CROUCH
Notary Public - Notary Seal
State of Missouri
County of Boone
My Commission Expires **September 16, 2013**
Commission # 09868983


Notary Public

My commission expires September 16, 2013

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 13

County of Boone

In the County Commission of said county, on the

22nd

day of

August

20 13

the following, among other proceedings, were had, viz:

WHEREAS, on November 5, 1985, the voters of Boone County approved a telephone tax on landline telephones to fund a 911 Public Safety Answering Service; and

WHEREAS, the County Commission has for many years routinely set a tax levy at the 2% of the tariff rate as contemplated by RSMo §190.310; and

WHEREAS, the proceeds of said tax are accounted for in Boone County Fund #202, the E-911 Emergency Telephone Fund; and

WHEREAS, the decline in the use of landline telephone service, coupled with the increase in the use of cellular phones, has had reduced the effectiveness of this landline tax; and

WHEREAS, on April 2, 2013, the voters of Boone County approved a sales tax to fund a new 911 / Joint Communications Service to be operated as a department of Boone County government; and

WHEREAS, the sales tax levy from the April 2, 2013, ballot issue will take effect on October 1, 2013, with collections of the sales tax to follow in late 2013; and

WHEREAS, the County Commission indicated that if the voters approved the April, 2013 sales tax proposal, that it would eliminate the landline telephone tax; and

WHEREAS, the County Commission intends by this Commission Order to keep the promise made to the citizens of Boone County.

NOW, THEREFORE, on this day the County Commission of the County of Boone does hereby set the E-911 tax levy at 0% effective January 1, 2014 (reduced from 2% of the tariff rate), and by these presents eliminates this tax levy as of January 1, 2014. As contemplated by RSMo §190.310.3, the County Clerk is requested to publish in the minutes of the County Commission the elimination of this levy and, in coordination with the County Treasurer, is further requested to notify by mail every service supplier (any provider of exchange telephone services) registered with the County.

Done this 22nd day of August, 2013

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

Term. 20

In the County Commission of said county, on the
the following, among other proceedings, were had, viz:

day of 20

ATTEST:

Wendy S. Noren
Wendy S. Noren ^{Mag}
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill

Presiding Commissioner

Karen M. Miller
Karen M. Miller

District I Commissioner

Janet M. Thompson
Janet M. Thompson

District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 13

In the County Commission of said county, on the 22nd day of August 20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached application request by the Local Emergency Planning Committee (LEPC) for the Chemical Emergency Preparedness Fund Grant (CEPF) FY 2014.

Done this 22nd day of August, 2013

ATTEST:

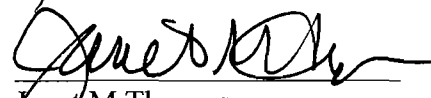
Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

2013 LEPC/D Compliance Certification

Chemical Emergency Preparedness Fund (CEPF)

Introduction and Overview

The Emergency Planning and Community Right-to-Know Act (EPCRA) established state emergency response commissions and local emergency planning committees (LEPCs). The State of Missouri established the Chemical Emergency Preparedness Fund (CEPF) to enable the Missouri Emergency Response Commission (MERC) and the LEPCs to carry out responsibilities as designated in state and federal statutes.

EPCRA Requirements

EPCRA requires that each local emergency planning committee/district (LEPC/D):

- Hold a public meeting at least annually;
- Provide annual public notice that indicates how the public may access the hazmat plan, Tier II forms filed within the jurisdiction, and hazmat incident information; and
- Maintain a hazardous materials emergency response plan ("hazmat plan") that is reviewed, updated, and exercised annually.

Missouri Requirements

In order for a county LEPC/D to be officially recognized by the State of Missouri, and to receive that year's CEPF, each county LEPC/D must submit the LEPC/D Compliance Certification Package to MERC.

A few important notes:

- The Presiding Commissioner of each county is charged with ensuring that the county operates as part of an LEPC/D; as such, the Presiding Commissioner **MUST** sign the LEPC/D Compliance Certification Package.
- The Presiding Commissioner of each county is charged with appointing members to the LEPC/D and submitting the proposed member list to MERC for approval; as such, the Presiding Commissioner **MUST** sign the LEPC/D Member List.
- If, at any point, you have questions about the LEPC/D Compliance Certification Package (how to fill it out, required documentation, etc.), contact your designated MERC Hazmat Planner.

Thank you for your efforts and dedication to reducing chemical risks and making Missouri a safer place to live, visit, and work. We look forward to working with you again this year as we strive to provide stellar service and resources to help your LEPC/D be successful.



Submit completed CEPF Compliance Certification Packets by:

MAY 15, 2013

MISSOURI EMERGENCY RESPONSE COMMISSION (MERC)

PO Box 3133, 2302 Militia Dr
Jefferson City, MO 65102

LEPC Name:

Boone County LEPC

Expanded Checklist

PAGE	✓	SECTION & DESCRIPTION
3	<input checked="" type="checkbox"/>	Certifications Ensure that all applicable signatures are present and that the form is filled out in entirety Comment
4	<input checked="" type="checkbox"/>	Contact and Meeting Information Primary points of contact MUST include a minimum of 3 separate individuals Comment
5	<input checked="" type="checkbox"/>	Documents and Activities Bylaws: include copy of most recent version (verify with MERC planner) Membership List: copy included MUST be signed by the Presiding Commissioner Hazmat Plan: include copy of current plan (verify with MERC planner) Flow Study: if available, include a copy (verify with MERC planner) Exercise: include copy of scenario/hot wash (verify with MERC planner) Public Notice: include copy of most recent publication Meeting Minutes: include copy from the meeting that that approved this package Comment
6	<input checked="" type="checkbox"/>	Goals and Objectives, 2013 Set goals and objectives for LEPC activities for the coming year Comment
7	<input checked="" type="checkbox"/>	Proposed Budget, 2013 Anticipated expenses for the coming year; outlines funds necessary to meet goals and objectives Comment
8	<input checked="" type="checkbox"/>	LEPC/D Inventory Log List non-disposable items purchased with LEPC/D funds Comment
9	<input checked="" type="checkbox"/>	Budget Ammendments, 2012 LEPC/D-approved changes to proposed/approved budget for 2012 Comment
10	<input checked="" type="checkbox"/>	End of Year Financial Report, 2012 Documents income and expenses for the reporting period; receipts, contracts, and/or supporting documentation MUST be included and expense category should be clearly labeled Comment
11	<input checked="" type="checkbox"/>	Travel Log Documents LEPC travel expenses (mileage, airfare, meals, and lodging) Comment
12	<input checked="" type="checkbox"/>	Status Survey Provide feedback on LEPC/D successes & challenges; identify MERC resources needed Comment
13	<input checked="" type="checkbox"/>	LEPC/D Member List, 2013 Member names, contact information, & affiliation; MUST be signed by Presiding Commissioner Comment

Certifications

Submission Date: _____

MERC Planner Name: Mimi Diaz

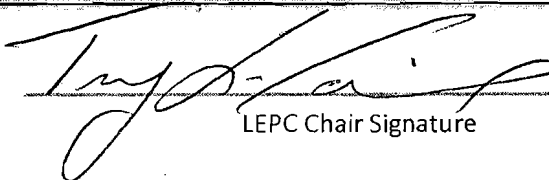
LEPC/D Name: **Boone County LEPC**

County Name(s):	Boone
CEPF Certification Year(s):	2013
Primary Contact Name:	Terry Cassil




Signatures certify that the application is true and correct to the best of our knowledge, that the county and LEPC/D intends to maintain/pursue compliance with applicable laws, and agrees to spend the CEPF money consistent with applicable regulations.

Terry Cassil

 LEPC Chair Name (Typed)



 LEPC Chair Signature

COUNTY	COMMISSIONER NAME	SIGNATURE*
Boone	Dan Atwill, Presiding Commissioner	
Boone	Karen M. Miller, District I Commissioner	
Boone	Janet Thompson, District II Commissioner	

*For LEPCs, the Presiding Commissioner from each member county must sign.

MERC Use Only

Payment Request Date:	Payment for Years:
Payment Date:	Payment Amount:
Check/Transaction Number:	

Signature MERC Executive Director	_____ Dawn Warren
--------------------------------------	----------------------

Contact and Meeting Information

LEPC/D Name:		Boone County LEPC	
LEPC Mailing Address		LEPC Street Address	
201 Orr Street		same	
Columbia, MO 65201		, MO	
Spill Notification Number	573-874-7450	Fax Number	
LEPC Website	N/A		
LEPC Social Media	N/A		
LEPC/D Meeting Information			
Contact Name & Phone	Terry Cassil, 573-874-7391		
Meeting Schedule (Days/Times)	3rd Wednesday, January, April, July, and October		
Location Name (Building/Agency)	Rotating Locations		
Street Address & City			

***required field—at least 3 SEPARATE individuals must be listed**

***LEPC Coordinator**

***LEPC Chairperson**

Name	Terry Cassil		Terry Cassil	
Affiliation	City of Columbia Fire Department		City of Columbia Fire Department	
Email	TLC@GoColumbiaMo.com		TLC@GoColumbiaMo.com	
Phone 1	573-874-7553	Work	573-874-7553	Work
Phone 2	573-489-2155	Cell	573-489-2155	Cell

***Presiding Commissioner**

***Emergency Management Director**

Name	Dan Atwill		Scott Olsen	
Affiliation	Boone County Presiding Commissioner		Boone County Fire Chief	
Email	datwill@boonecountymo.org		solsen@bcfdmo.com	
Phone 1	573-886-4305	Work	573-447-5000	Work
Phone 2				

LEPC Vice Chairperson

LEPC Secretary

Name	Doug Westhoff		Roxanne Lambert	
Affiliation	Boone County Fire District		Gates Corporation	
Email	dwesthoff@bcfdmo.com		rlambert@gates.com	
Phone 1	573-219-0679	Cell	573-817-8278	Work
Phone 2			573-356-1244	Cell

LEPC Name: Boone County LEPC

Documents and Activities

Contact your assigned MERC planner to determine which documents need to be submitted with this package.

LEPC Documents	Bylaws	Member List	Hazmat Plan	Meeting Minutes
Date	6/30/2010	2013	N/A	4/17/2013
Reviewed	N/A	June 2013	April 2013	n/a
Last Updated	6/30/2012	June 2013	April 2013	n/a
On File with MERC?	Yes	Attached	Yes	Attached

Public Notice

Newspaper(s) Columbia Daily Tribune

Date(s) Run March 20, 2013 Copy on file with MERC? Attached

Hazmat Exercise

Last Exercise Date: 7/17/2013 Exercise Type: Full-Scale

Sponsor/ Lead Agency: University of Missouri Research Reactor

Documentation on file with MERC: attached

Scenario: Small fire in lab escalates causing low radiation contamination to two persons

Next Exercise Date: Exercise Type: Tabletop

Sponsor/ Lead Agency: Boone County LEPC

Documentation on file with MERC: No

Scenario: Possible - Tanker Truck incident involving HazMat

Hazmat Commodity Flow Study

Last Flow Study Date Copy on file with MERC? Attached

Description/ Comment Submitted email to Mimi Diaz on 7/17/2012

Next Anticipated Flow Study Date None

Description/ Comment

Goals and Objectives, 2013

Based on the list of activities eligible for funding through CEPF (RsMO 292.606), describe the LEPC/D's goals and objectives with respect to the following:

Activity and Goal Description
Activity: contingency planning for chemical releases
Goal(s): Review Annex H
Activity: exercising, evaluating, and distributing plans
Goal(s): Hold one full-scale exercise and one tabletop exercise
Activity: providing training related to chemical emergency preparedness and prevention of chemical accidents
Goal(s): Provide HAZWOPER 8-Hour Refresher Training; Send up to 4 people to an International HazMat Conference; Send up to 2 people to a Region 7 LEPC Conference.
Activity: identifying facilities required to report
Goal(s):
Activity: processing the information submitted by facilities and making it available to the public
Goal(s): Office supplies for Tier II maintenance
Activity: receiving and handling emergency notifications of chemical releases
Goal(s):
Activity: operating a local emergency planning committee
Goal(s): Hold Quarterly Meetings; Review Membership; Postage, printing
Activity: providing public notice of chemical preparedness activities
Goal(s): Post annual public notice in local newspaper
Activity:
Goal(s):
Activity:
Goal(s):

LEPC Name: Boone County LEPC

Proposed Budget, 2013

The proposed budget should reflect the costs for activities identified in Goals and Objectives section.

Budget Year Start Date	07/01/2013	Budget Year End Date	06/30/2014
Beginning Balance			\$27,307.09
Estimated Income			\$7,200.00
CEPF	\$7,200.00		
Other			
Total Estimated Funds Available			\$34,507.09

Expense Category	Cost-Share Amount	LEPC Amount
Administrative (costs associated with operating the LEPC)		\$2,470.00
Contract Labor		
Postage		\$30.00
Printing		\$30.00
Phone/Fax/Internet		
Office Supplies and Equipment		\$60.00
Computer/Electronic Equipment		
Public Notice		\$150.00
LEPC/D Meetings (publication, meals, etc.)		\$2,200.00
Other	List Attached	
Projects (costs associated with LEPC activities)		
Hazmat Plan Distribution		
Hazard Communication		
Facility Review and ID		
Hazmat Flow Study		
Other	List Attached	
Training & Exercise (includes hazmat conference registration)		\$10,080.00
Course and Instructor Fees		\$5,580.00
Materials and Supplies		\$4,500.00
Equipment (attach list)		
Other	List Attached	
Travel (includes mileage and airfare)		\$7,137.48
Transportation, Meals, and Lodging		\$7,137.48
Other (any expenses that don't fit into the above categories)		
(Specify)	List Attached	
Total Estimated Expenses		\$19,687.48
Reserves (Unallocated Funds)		
End Balance		\$14,819.61

LEPC Chair Signature

Date

LEPC Name: Boone County LEPC

LEPC/D Inventory Log

Check the appropriate box below:

- The LEPC/D does not own equipment purchased with LEPC/D funds (STOP HERE)
- The LEPC/D owns non-disposable, non-consumable equipment purchased with LEPC/D funds (COMPLETE THIS FORM)
- During this reporting year, the LEPC/D surplussed non-disposable, non-consumable equipment purchased with LEPC/D funds (COMPLETE THIS FORM)

Item	Brand	Model	Serial #	Location	In-Service	Surplussed
RAELINK Communicati	RAE		095-511162	BCFD HazMat 514	6/16/2004	
PRORAE Remote Basic	RAE		293-000308	BCFD HazMat 514	6/16/2004	
RAELINK Communicati	RAE		095-511718	BCFD HazMat 514	7/2/2004	
RAPDEP 716NGPIN	Backboards			BCFD and Boone EMS	3/10/2005	
Triage Systems Arizon	Arizona			CFD-17, BCFD-19, BHC-4, U	6/17/2005	
Laptop	Dell	Latitude D830	2GC3WD1	Columbia Fire Dept	11/10/2007	
Printer	Canon	Pixma iP90v	HFKA64219	Columbia Fire Dept	Unknown	

LEPC Name: Boone County LEPC

Budget Ammendments, 2012

This page is to document LEPC/D-approved changes to the 2012 budget once it has been submitted to MERC.

Budget Year Start Date	07/01/2012	Budget Year End Date	06/30/2013
Beginning Balance			
Estimated Income			
CEPF			
Other			
Total Estimated Funds Available			

Expense Category	Cost-Share Amount	LEPC Amount
Administrative (costs associated with operating the LEPC)		
Contract Labor		
Postage		
Printing		
Phone/Fax/Internet		
Office Supplies and Equipment		
Computer/Electronic Equipment		
Public Notice		
LEPC/D Meetings (publication, meals, etc.)		
Other	List Attached	
Projects (costs associated with LEPC activities)		
Hazmat Plan Distribution		
Hazard Communication		
Facility Review and ID		
Hazmat Flow Study		
Other	List Attached	
Training & Exercise (includes hazmat conference registration)		
Course and Instructor Fees		
Materials and Supplies		
Equipment (attach list)		
Other	List Attached	
Travel (includes mileage and airfare)		
Transportation, Meals, and Lodging		
Other (any expenses that don't fit into the above categories)		
(Specify)	List Attached	
Total Estimated Expenses		
Reserves (Unallocated Funds)		
End Balance		

LEPC Chair Signature

Date

End of Year Financial Report, 2012

Ensure that receipts, contracts, and other documentation are attached and labeled with the appropriate category.

Budget Year Start Date	07/01/2012	Budget Year End Date	06/30/2013
Beginning Balance			\$27,966.70
Estimated Income			\$7,358.99
CEPF	\$7,235.08		
Other	\$123.91		
Total Estimated Funds Available			\$35,325.69

Expense Category	Cost-Share Amount	LEPC Amount
Administrative (costs associated with operating the LEPC)		\$133.29
Contract Labor		
Postage		
Printing		
Phone/Fax/Internet		
Office Supplies and Equipment		
Computer/Electronic Equipment		
Public Notice		\$133.29
LEPC/D Meetings (publication, meals, etc.)		
Other	List Attached	
Projects (costs associated with LEPC activities)		
Hazmat Plan Distribution		
Hazard Communication		
Facility Review and ID		
Hazmat Flow Study		
Other	List Attached	
Training & Exercise (includes hazmat conference registration)		\$1,780.00
Course and Instructor Fees		\$1,780.00
Materials and Supplies		
Equipment (attach list)		
Other	List Attached	
Travel (includes mileage and airfare)		\$7,137.48
Transportation, Meals, and Lodging		\$7,137.48
Other (any expenses that don't fit into the above categories)		
(Specify)	List Attached	
Total Estimated Expenses		\$9,050.77
Reserves (Unallocated Funds)		
End Balance		\$26,274.92

LEPC Chair Signature

Date

LEPC Name: Boone County LEPC

Travel Log

Check the appropriate box below:

- No travel expenses were incurred, or travel expenses were incurred but not claimed (STOP HERE)
- Travel expenses were incurred and claimed (COMPLETE THIS FORM)

Mileage Reimbursement Rate: _____

Traveler	Date(s)	Destination & Purpose	Miles	Meals	Lodging	Other	Subtotal	LEPC Share
Doug Westhoff	5/16-20/12	International HazMat Conference		319.5	992	991	2,302.85	2,302.85
Terry Cassil	6/5-9/13	International HazMat Conference		274.5	669.92	684	1,628.22	1,628.22
Maureen Kotlas	6/5-9/13	International HazMat Conference		274.5	669.92	691	1,635.22	1,635.22
John Stone	6/5-9/13	International HazMat Conference		274.5	669.92	719	1,663.22	1,663.22
Doug Westhoff	6/5-9/13	International HazMat Conference		274.5	669.92	744	1,687.97	1,687.97
Travel Totals								

LEPC Name: Boone County LEPC

Status Survey

Help us help you—MERC staff will use the information you provide on this page to identify and prioritize services and resources for your LEPC/D and those across the region, and we would like to share your success stories with others. Be as brief or as detailed as you have the time and inclination to be.

MERC Planner Resource Request

What assistance, resources, or services do you need that we could provide? Check all that apply. Use the space below the checkboxes if there's something you need that's not on the list.

- | | |
|---|--|
| <input type="checkbox"/> LEPC 101: Initial or Refresher | <input type="checkbox"/> Hazmat plan review, update, or conversion |
| <input type="checkbox"/> LEPC revitalization | <input type="checkbox"/> Training needs assessment |
| <input type="checkbox"/> Identifying, setting, & meeting goals and objectives | <input type="checkbox"/> Hazmat exercise: scenario & schedule |
| <input type="checkbox"/> Finances: tracking, planning, and spending funds | <input checked="" type="checkbox"/> Hazard analysis: flow studies & facilities |
| <input type="checkbox"/> Bylaws: develop, review, or update | <input type="checkbox"/> Membership: review, identify, update, & manage |
| <input type="checkbox"/> Document processing, data management | <input type="checkbox"/> Accessing Tier II reports, handling info requests |
| <input type="checkbox"/> Other request(s): | |

LEPC/D Strengths and Success Stories

What was the biggest challenge your LEPC/D overcame this year? Or an accomplishment of which you are particularly proud? What do you consider to be your LEPC/D's greatest strengths or the top 2-3 factors that contribute to LEPC/D success? Tell us about your LEPC/D's unique qualities and activities. What best practice tips do you have to share with other Missouri LEPC/Ds?

Boone County LEPC membership is comprised of a variety of public and private entities.

LEPC/D Challenges

What ongoing or upcoming challenges are facing the LEPC/D, and what impacts do they have? How long are these difficulties anticipated to last? What, if any, solutions are available and feasible? How does the LEPC/D plan on overcoming these obstacles? And of course, contact your MERC planner to see what assistance may be available.

LEPC Name: Boone County LEPC

LEPC/D Membership List

This page can be used as a guide for those LEPCs that already have digital member lists, and as a tool for the LEPCs without digital member lists. The Presiding Commissioner MUST sign whichever member list is submitted.

 Presiding Commissioner Signature Date

Representatives

	Elected State/Local Official	Law Enforcement
Name		
Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

	Emergency Management	Firefighting
Name		
Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

	First Aid/Emergency Medical Services	Health
Name		
Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

	Local Environment/Transportation	Hospital
Name		
Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

LEPC/D Member List, Continued

LEPC Name: Boone County LEPC

Representatives, Continued

	Broadcast/Print Media	Facility/Industry
Name		
Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

	Community Groups	General Public/Citizen
Name		
Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

Voting Members

Name

Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

Name

Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell

Name

Affiliation		
Email		
Phone 1	Work	Work
Phone 2	Cell	Cell



NICOLE GALLOWAY, CPA
BOONE COUNTY TREASURER

LEPC Statement of Revenues & Expenses
(07/01/12 through 6/30/13)

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>CEPF</u> <u>AMOUNT</u>
7/1/2012	Beginning Balance	\$ 27,966.70
11/29/2012	State of Missouri - FY13 Grant Rec'd	\$ 7,235.08
8/31/2012	Interest (Jul'12 - Aug'12)	\$ 21.65
11/30/2012	Interest (Sept'12 - Nov'12)	\$ 21.43
3/31/2013	Interest (Dec'12 - Feb'13)	\$ 42.23
5/31/2013	Interest (Jan'13 - May'13)	\$ 38.60

TOTAL TO DATE: \$ 35,325.69

<u>DATE</u>	<u>EXPENSE</u>	<u>CEPF</u> <u>AMOUNT</u>
11/30/2012	Meals, Lodging, Travel - HAZMAT Conference (BCFD)	\$ 2,302.85
4/25/2013	Columbia Daily Tribune - Notices and Advertising	\$ 133.29
5/29/2013	Airline Tickets - HAZMAT Conference (4 members)	\$ 2,693.20
6/20/2013	Meals, Lodging, Travel - HAZMAT Conference (2 members)	\$ 1,916.84
6/20/2013	Kansas City Conference Registration - Cassil	\$ 50.00

TOTAL TO DATE: \$ 7,096.18

Remaining Fund Balance \$ 28,229.51

<u>RECONCILING ITEMS</u>		
6/20/2013	Kansas City Conference Registration - Cassil	50.00 To go in FY14 budget
N/A	Meals, Lodging, Travel - HAZMAT Conference (John Stone)	(972.42) Reimbursed after cut off 6/30/13
7/2/2013	Meals, Lodging, Travel - HAZMAT Conference (Westoff)	(1,032.17) Reimbursed after cut off 6/30/13
		<u>26,274.92</u>



Transaction Envelope

Summary Information

Envelope Name: GallowayN05102013	Memo-Posted Transactions: US\$2,693.20
Cardholder: NICOLE GALLOWAY	Out of Pocket Transactions: US\$0.00
Username: johnsont1140	Grand Total: US\$2,693.20
Submitter: Tansy Johnson	

Memo-Posted Transactions

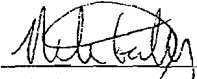
Date Occurred	Date Posted	Merchant	Billing Amount	Split Amount
Notes	Department	Account	Site	BID #
4/18/2013	4/22/2013	SOUTHWES	5262123230653	US\$320.80
Flight for Cassil from STL to BWI for hazardous materials conference				US\$320.80
2101	37220			
4/18/2013	4/22/2013	SOUTHWES	5262123230655	US\$320.80
Flight for Westhoff from STL to BWI for hazardous materials conference				US\$320.80
2101	37220			
4/18/2013	4/22/2013	SOUTHWES	5262123230652	US\$320.80
Flight for Stone from STL to BWI for hazardous materials conference				US\$320.80
2101	37220			
4/18/2013	4/22/2013	SOUTHWES	5262123230654	US\$320.80
Flight for Koltas from STL to BWI for hazardous materials conference				US\$320.80
2101	37220			
4/25/2013	4/26/2013	INTL ASSOC OF FIRE CHIEFS		US\$335.00
Registration for Cassil for hazardous materials conference				US\$335.00
2101	37200			
4/26/2013	4/29/2013	INTL ASSOC OF FIRE CHIEFS		US\$370.00
Registration for Koltas for hazardous materials conference				US\$370.00
2101	37200			

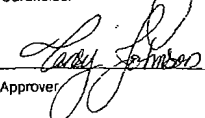
Transaction Envelope

4/26/2013	4/29/2013	INTL ASSOC OF FIRE CHIEFS	US\$370.00
Registration for Stone for hazardous materials conference			
2101	37200		US\$370.00
4/29/2013	4/30/2013	INTL ASSOC OF FIRE CHIEFS	US\$335.00
Registration for Westhoff for hazardous materials conference			
2101	37200		US\$335.00
Memo-Posted Transaction Totals		Count: 8	Total: US\$2,693.20

Transaction Envelope Summary
Transaction Envelope Total: US\$2,693.20

Signatures


Cardholder _____ Date 5-14-13


Approver _____ Date May 13, 2013

Nicole Galloway - Southwest Airlines Confirmation-CASSIL/TERRY L-Confirmation: AB68PV

From: "Southwest Airlines" <SouthwestAirlines@luv.southwest.com>
To: <NGALLOWAY@BOONECOUNTYMO.ORG>
Date: 4/18/2013 2:06 PM
Subject: Southwest Airlines Confirmation-CASSIL/TERRY L-Confirmation: AB68PV

2101-37270

You're all set for your trip!



My Account | View My Itinerary Online

Check In Online

Check Flight Status

Change Flight

Special Offers

Hotel Deals

Car Deals

Ready for takeoff!



Thanks for choosing Southwest for your trip! You'll find everything you need to know about your reservation below. Happy travels!



AIR Itinerary

AIR Confirmation: AB68PV

Confirmation Date: 04/18/2013

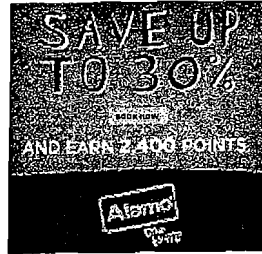
Table with 5 columns: Passenger(s), Rapid Rewards #, Ticket #, Expiration, Est. Points Earned. Rows include CASSIL/TERRY L, WESTHOFF/DOUG W, STONE/JOHN H, and KOTLAS/MAUREEN.

Rapid Rewards points earned are only estimates. Not a member - visit http://www.southwest.com/rapidrewards and sign up today!

Table with 3 columns: Date, Flight, Departure/Arrival. Shows flights on Wed Jun 5 and Sun Jun 9.

What you need to know to travel:

- Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. This will secure your boarding position on your flights.
Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.



Find a Hotel
See ratings, photos and rates for over 40,000 hotels.
Book a Hotel



Rent Some Wheels

Air Cost: 1,283.20

Carry-on Items: 1 Bag + small personal item are free see full details. Checked Items: First and second bags are free, size and weight limits apply.

Fare Rule(s): 5262123230652: NONREF/NONTRANSFERABLE/STANDBY REQ UPGRADE TO Y.

5262123230653: NONREF/NONTRANSFERABLE/STANDBY REQ UPGRADE TO Y.

5262123230654: NONREF/NONTRANSFERABLE/STANDBY REQ UPGRADE TO Y.

5262123230655: NONREF/NONTRANSFERABLE/STANDBY REQ UPGRADE TO Y.

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase.

STL WN BWI120.93OLNUHNR WN STL157.21RLNUPNR 278.14 END ZPSTLWBI XFASTL4.5BWI4.5 AY5.00\$STL2.50 BWI2.50

Important Check-In Reminder

Be sure to arrive at the departure gate with your boarding pass at least 10 minutes before your scheduled departure time. Otherwise, your reserved space may be cancelled and you won't be eligible for denied booking compensation.



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Explore your destination on the perfect set of wheels. Rent a Car

CLICK 'N SAVE

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Sign Up Now



Cost and Payment Summary

AIR - AB68PV		Payment Information	
Base Fare	\$1,112.56	Payment Type: Visa XXXXXXXXXXXX4011	
Excise Taxes	\$ 83.44	Date: Apr 18, 2013	
Segment Fee	\$ 31.20	Payment Amount: \$1,283.20	
Passenger Facility Charge	\$ 30.00		
September 11th Security Fee	\$ 20.00		
Total Air Cost	\$1,283.20		



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- [Customers of Size](#)
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¹ All travel involving funds from this Confirmation Number must be completed by the expiration date.
² Security Fee is the government-imposed September 11th Security Fee.

See [Southwest Airlines Co. Notice of Incorporation](#)
See [Southwest Airlines Limit of Liability](#)

Southwest Airlines
P.O. Box 36647-1CR
Dallas, TX 75235

[Contact Us](#)

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Welcome Terry Cassil! [Logo](#)

CONFIRMATION

Thank you for registering. Please print this page for your records.

A complete list of registered attendees under your contact is below.

Your contact is: Terry Cassil

View Confirmation Letter	Registrant ID 1702	Reg Type HAZC	First Name Terry	Last Name Cassil
--	-----------------------	------------------	---------------------	---------------------

Need Help?

Translate This Page

June 2013						
Su	Mo	Tu	We	Th	Fr	Sa
/	/	/	/	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	/	/	/	/	/

2101-31200

Confirmation ID: 1702
 Terry L. Cassil
 Columbia Fire Dept
 201 Orr St
 Columbia, MO 65201-4964

Dear Terry Cassil:

Thank you for registering for the International Hazardous Materials Response Teams Conference to be held Thursday, June 6 - Saturday, June 9, 2013, in Baltimore, Maryland.

Your badge, as well as other pertinent information, will be available at the Hazmat Conference registration desk at the Hilton Baltimore beginning Wednesday, June 5, 2013.

Hotel Accommodations:
 Hilton Baltimore
 401 W. Pratt Street
 Baltimore, MD 21201

Phone: 443.573.8700

Website: Hilton Baltimore (http://www.hilton.com/en/hil/groups/personalized/B/BWICCHH-IAF-20130602/index.html?WT.mc_id=POG)

Please request the International Association of Fire Chiefs Hazmat group rate when making your reservation. All reservations must be made by May 6. After May 6, reservations are based on availability and current rate.

Hotel Rates: \$145 PER NIGHT (SINGLE/DOUBLE)

Registrant

Badge Information:
 Terry Cassil
 Columbia Fire Dept
 Columbia, MO



Registration Detail

Purchases for Terry Cassil

Registration Type: HAZC - Conference, Discounted

Item Code	Description	Date/Time	Qty.	Item Price	Item Total
REG	Registration		1	\$335.00	\$335.00
PC07	Haz Mat Officer Competency Lab	Jun 6 2013 8:00AM	1	\$0.00	\$0.00

116	Breakthroughs In Decontamination Technology	Jun 7 2013 7:30AM	1	\$0.00	\$0.00
214	Realistic Hazmat Refresher Training for Company Officers	Jun 7 2013 1:00PM	1	\$0.00	\$0.00
312	E-Plan	Jun 7 2013 2:40PM	1	\$0.00	\$0.00
406	Scenario Based Training - Running Out of Ideas?	Jun 7 2013 4:10PM	1	\$0.00	\$0.00
503	Running a Team on a Budget - Curbside Discussion	Jun 8 2013 8:00AM	1	\$0.00	\$0.00
506-B	So You're the Safety Officer - Part 2	Jun 8 2013 9:30AM	1	\$0.00	\$0.00
713	Keeping Your Exercises on the Rails 3.0	Jun 8 2013 2:00PM	1	\$0.00	\$0.00
801	Hazmat Tech Old v.s. New	Jun 8 2013 3:30PM	1	\$0.00	\$0.00



Total Registration Fees: \$335.00
 Total Registration Paid: (\$335.00)
 Current Balance: \$0.00

Total of All Fees: \$335.00
 Total Amount Applied to All Fees: (\$335.00)
 Total Balance Due: \$0.00

Payment History

Payment #1					
04/25/2013	Payment	Visa	Nicole Galloway	*****4011	\$335.00
	04/25/2013	Applied to	Terry Cassil's Registration		\$335.00
			Total Amount Applied:		\$335.00
			Total Amount Not Used:		\$0.00
			Total Payments:		\$335.00
			Total Refunds:		\$0.00
			Total Net Paid:		\$335.00

Cancellation Policy

All cancellations will be subject to a \$50 administrative fee. Cancellations must be sent in writing to the Hazmat Registration Center via fax or email. Telephone cancellations will not be accepted.

All Cancellations must be received in writing by May 6, 2013. No refunds will be issued after this date.

After May 6, 2013, substitutions will be allowed in the event the registrant is unable to attend, but no refunds will be issued. Telephone substitutions will be permitted.

Should you need to make any changes to your registration, including changing your mailing information or adding/deleting tickets, click on the link below:

[HAZ Registration](#)

You may also make changes via e-mail to [customer service](#) or by calling (866) 229-2386 or (301) 694-5243.

For more Show Information, please visit www.iafc.org/hazmat

The registration process is complete. To log out of this session, click [Logout](#) below.

[Logout](#)

password: LEPCI



INTERNATIONAL HAZARDOUS MATERIALS
2013
Response Teams Conference

Registration Form
June 6-9 • Exhibits: June 7-8
Hilton Baltimore • Baltimore, MD
www.iafc.org/hazmat

Powered by the IAFIC



1 REGISTRATION INFORMATION: (REQUIRED)

Name: TERRY L. CASSIDY IAFIC Member Number: 55293 Title: DIVISION CHIEF

Rank (Please choose one from the list of options below):
 Fire Chief Chief Officer Company Officer Staff Officer Firefighter
 Firefighter/Paramedic EMS Officer Emergency Management Technician Other

Organization: COLUMBIA FIRE DEPT Address (If US address: Home Department): 20 LOBBY ST.
 City: COLUMBIA State: MO. Zip: 65201 Country: USA
 Phone: 573-974-7391 Fax: 573-874-7446 E-mail: TLC@COLUMBIAFIRE.COM

E-mail (Please complete) to receive your confirmation and conference updates.

2 PRICING & PACKAGING

Please indicate the educational sessions you will be attending by checking the box to the right of the corresponding number.

CONFERENCE REGISTRATION On or Before 5/31/13 After 5/31/13

IAFC Member \$335 \$370
 Non IAFIC Member \$370 \$410
 One-day registration \$165 \$215

Total Registration Due (in U.S. Dollars): \$ _____

Thursday, June 6										
6:00 AM - 11:00 PM	PC01									
6:00 AM - 11:00 PM	PC02	PC03	PC04	PC05	PC06	OF1				
6:00 PM - 5:00 PM	PC07	PC08	PC09	PC10	PC11	PC12	PC13	PC14		
1:00 PM - 5:00 PM	PC15	PC16	PC17							

Friday, June 7										
7:30 AM - 9:30 AM	102	103	104	105	106	107	108	109		
1:00 PM - 2:50 PM	201-A	202	203	204	205	206-A	207			
2:40 PM - 4:00 PM	201-B	206-B	220-B	301	302	303-A	304	307-A	308	
4:10 PM - 5:40 PM	220-C	301-B	306-B	307-B	315-B	401	402	403	404	
	405	406	407	408	409	410	411	412	413	414

Saturday, June 8										
8:00 AM - 4:00 PM	501	502	503	504-A	505	506-A	507-A	508	509	
9:30 AM - 11:00 AM	510	511-A	512	513-A	514	515	517-A	518-A		
9:30 AM - 11:00 AM	504-B	508-B	507-B	511-B	519-B	517-B	518-B	601	602	
1:00 PM - 5:00 PM	603	604	606	607	608	609	612	613	614	
2:00 PM - 4:20 PM	707-C	701	702	703-A	704-A	705	707-A	708	709	
4:30 PM - 5:00 PM	710	711	712-A	713	714	715	716	717	718-A	
	707-D	703-B	704-B	707-B	712-B	718-B	801	802	803	
	804	805	806	807	808					

3 DEMOGRAPHIC QUESTIONS: (REQUIRED)

To help us better serve you, please answer the following:

- Are you
 volunteer career
- Type of department
 volunteer career combination tribal
 airport industrial military other
- Size of population served
 0-9,999 10,000-49,999 50,000-99,999
 100,000-199,999 200,000 and up
- Number of Members in your Department
 10-50 51-100 101-400
 401-1000 1,000 and over
- What is your purchasing responsibility?
 final decision maker significant influence
 recommend research/specify
- Is this your first time attending the conference?
 Yes No, I have attended for the past _____ years.

4 PAYMENT INFORMATION: (Registration form must accompany payment to be processed.)

Purchase Order # _____ (Copy of PO or form must be provided to process registration.)
 Check Enclosed (Please make checks payable to "IAFC," in U.S. funds.)
 Credit Card AMEX VISA MasterCard Discover

Card # (with CVV code) _____ Expiration Date (Must be after 6/11) _____

Name as it appears on card _____ Signature _____



Welcome Maureen Kotlas! [Logo](#)

CONFIRMATION

Thank you for registering. Please print this page for your records.

A complete list of registered attendees under your contact is below.

[Need Help?](#)

[Translate This Page](#)

View Confirmation Letter	Registrant ID 1724	Reg Type HAZC	First Name Maureen	Last Name Kotlas
--	-----------------------	------------------	-----------------------	---------------------

June 2013						
Su	Mo	Tu	We	Th	Fr	Sa
/	/	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Confirmation ID: 1724
 Maureen Kotlas
 University of Missouri
 8 Resource Park
 Development Building
 Columbia, MO 65211

2101-37200

Dear Maureen Kotlas:

Thank you for registering for the International Hazardous Materials Response Teams Conference to be held Thursday, June 6 - Saturday, June 9, 2013, in Baltimore, Maryland.

Your badge, as well as other pertinent information, will be available at the Hazmat Conference registration desk at the Hilton Baltimore beginning Wednesday, June 5, 2013.

Hotel Accommodations:
 Hilton Baltimore
 401 W. Pratt Street
 Baltimore, MD 21201

Phone: 443.573.8700

Website: Hilton Baltimore (http://www.hilton.com/en/hil/groups/personalized/B/BWICCHH-IAF-20130602/index.jhtml?WT.mc_id=POG)

Please request the International Association of Fire Chiefs Hazmat group rate when making your reservation. All reservations must be made by May 6. After May 6, reservations are based on availability and current rate.

Hotel Rates: \$145 PER NIGHT (SINGLE/DOUBLE)

Registrant

Badge Information:
 Maureen Kotlas
 University of Missouri
 Columbia, MO



Registration Detail

Purchases for Maureen Kotlas

Registration Type: HAZC - Conference, Discounted

Item Code	Description	Date/Time	Qty.	Item Price	Item Total
REG	Registration		1	\$370.00	\$370.00

Total Registration Fees: \$370.00

Total Registration Paid: (\$370.00)
 Current Balance: \$0.00
 Total of All Fees: \$370.00
 Total Amount Applied to All Fees: (\$370.00)
 Total Balance Due: \$0.00



Payment History

Payment #1					
04/26/2013	Payment	Visa	Nicole Galloway	*****4011	\$370.00
	04/26/2013	Applied to	Maureen Kollas's Registration		\$370.00
			Total Amount Applied:		\$370.00
			Total Amount Not Used:		\$0.00
			Total Payments:		\$370.00
			Total Refunds:		\$0.00
			Total Net Paid:		\$370.00

Cancellation Policy

All cancellations will be subject to a \$50 administrative fee. Cancellations must be sent in writing to the Hazmat Registration Center via fax or email. Telephone cancellations will not be accepted.

All Cancellations must be received in writing by May 6, 2013. No refunds will be issued after this date.

After May 6, 2013, substitutions will be allowed in the event the registrant is unable to attend, but no refunds will be issued. Telephone substitutions will be permitted.

Should you need to make any changes to your registration, including changing your mailing information or adding/deleting tickets, click on the link below:

HAZ Registration

You may also make changes via e-mail to [customer service](#) or by calling (866) 229-2386 or (301) 694-5243.

For more Show Information, please visit www.iafc.org/hazmat

The registration process is complete. To log out of this session, click Logout below.

[Logout](#)

LEPC2 - password



Registration Form
 June 6-9 • Exhibits: June 7-8
 Hilton Baltimore • Baltimore, MD
 www.iafc.org/hazmat



1 REGISTRATION INFORMATION: (REQUIRED)

Complete one form per registrant.

Name: Maureen Kotlos IAFC Member Number: _____ Title: _____

Rank (Please choose one from the list of options below.):
 Fire Chief Chief Officer Company Officer Staff Officer
 Firefighter/Paramedic EMS Officer Emergency Management Technician Firefighter/EHS Director
 Other: EHS Director

Organization: University of Missouri, 8 Research Park Development Building
 Address (is this address: Home Department): _____
 City: Columbia State: MO Zip: 65201 Country: U.S.
 Phone: 573-882-7018 Fax: 573-882-7940 E-mail: Kotlosm@missouri.edu
 (Please complete to receive your confirmation and conference updates.)

2 PRICING & PACKAGING

Please indicate the educational sessions you will be attending by checking the box to the right of the corresponding number.

CONFERENCE REGISTRATION On or Before 5/6/13 After 5/6/13
 IAFC Member \$335 \$370
 Non IAFC Member \$370 \$410
 One-day registration \$165 \$215

Total Registration Due (in U.S. Dollars): \$ 370.

Friday, June 7										
7:30 AM - 9:30 AM	102	103	104	105	106	107	108	109		
1:00 PM - 2:30 PM	201-A	202	203	204	205	206-A	207			
2:40 PM - 4:00 PM	201-B	206-B	220-B	301	302	303-A	304	307-A	308	
4:10 PM - 5:40 PM	220-C	303-B	306-B	307-B	315-B	401	402	403	404	414

Saturday, June 8										
8:00 AM - 11:00 AM	501	502	503	504-A	505	506-A	507-A	508	509	
8:00 AM - 12:00 PM	510	511-A	512	513-A	514	515	517-A	518-A		
1:00 PM - 2:00 PM	504-B	506-B	507-B	511-B	513-B	517-B	518-B	601	602	
2:40 PM - 4:00 PM	507-C	701	702	703-A	704-A	705	707-A	708	709	
4:10 PM - 5:40 PM	507-D	703-B	704-B	707-B	712-B	716-B	801	802	803	

3 DEMOGRAPHIC QUESTIONS: (REQUIRED)

To help us better serve you, please answer the following:

1. Are you
 volunteer career

2. Type of department
 volunteer career combination tribal
 airport industrial military other

3. Size of population served
 0-9,999 10,000-49,999 50,000-99,999
 100,000 - 199,999 200,000 and up

4. Number of Members in your Department
 10-50 51-100 101-400
 401-1000 1,000 and over

5. What is your purchasing responsibility?
 final decision maker significant influence
 recommend research/specify

6. Is this your first time attending the conference?
 Yes No, I have attended for the past _____ years.


4 PAYMENT INFORMATION: (Registration Form must accompany payment to be processed.)

Purchase Order # _____ (Copy of PO or form must be provided to process registration.)
 Check Enclosed (Please make checks payable to "IAFC," in U.S. funds.)
 Credit Card AMEX VISA MasterCard Discover

Card # (with CSV code) _____ Expiration Date (Must be after 6/11) _____

Name as it appears on card _____ Signature _____



Welcome John Stone! 

CONFIRMATION

Thank you for registering. Please print this page for your records.

A complete list of registered attendees under your contact is below.

View Confirmation Letter	Registrant ID 1739	Reg Type HAZC	First Name John	Last Name Stone
--	-----------------------	------------------	--------------------	--------------------

Confirmation ID: 1739
John Stone
Boone County Fire District
2201 I-70 Drive NW
Columbia, MO 65202

2101-37200

Dear John Stone:

Thank you for registering for the International Hazardous Materials Response Teams Conference to be held Thursday, June 6 - Saturday, June 9, 2013, in Baltimore, Maryland.

Your badge, as well as other pertinent information, will be available at the Hazmat Conference registration desk at the Hilton Baltimore beginning Wednesday, June 5, 2013.

Hotel Accommodations:
Hilton Baltimore
401 W. Pratt Street
Baltimore, MD 21201

Phone: 443.573.8700

Website: Hilton Baltimore (http://www.hilton.com/en/hil/groups/personalized/BJRWICCHH-IAF-20130602/index.jhtml?WT.mc_id=POG)

Please request the International Association of Fire Chiefs Hazmat group rate when making your reservation. All reservations must be made by May 6. After May 6, reservations are based on availability and current rate.

Hotel Rates: \$145 PER NIGHT (SINGLE/DOUBLE)

Registrant

Badge Information:
John Stone
Boone County Fire District
Columbia, MO



Registration Detail

Purchases for John Stone

Registration Type: HAZC - Conference, Discounted

Item Code	Description	Date/Time	Qty.	Item Price	Item Total
REG	Registration		1	\$370.00	\$370.00
PC04	Dealing with Heat Stress	Jun 6 2013 8:00AM	1	\$0.00	\$0.00

Need Help?

Translate This Page

June 2013						
Su	Mo	Tu	We	Th	Fr	Sa
/	/	/	/	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	/	/	/	/	/

PC16	Advanced Radiation Instrumentation	Jun 6 2013 1:00PM	1	\$0.00	\$0.00
110	Smells, Bells, and Spills	Jun 7 2013 7:30AM	1	\$0.00	\$0.00
209	CO2 - A Deadly Gas	Jun 7 2013 1:00PM	1	\$0.00	\$0.00
304	Chemical Suicide Response	Jun 7 2013 2:40PM	1	\$0.00	\$0.00
413	Research:So Much to Do, So Little Time 3.0	Jun 7 2013 4:10PM	1	\$0.00	\$0.00
507-A	Masters Level Air Monitoring - Part 1	Jun 8 2013 8:00AM	1	\$0.00	\$0.00
507-B	Masters Level Air Monitoring - Part 2	Jun 8 2013 9:30AM	1	\$0.00	\$0.00
507-C	Masters Level Air Monitoring - Part 3	Jun 8 2013 2:00PM	1	\$0.00	\$0.00
507-D	Masters Level Air Monitoring - Part 4	Jun 8 2013 3:30PM	1	\$0.00	\$0.00



Total Registration Fees: \$370.00
 Total Registration Paid: (\$370.00)
 Current Balance: \$0.00
 Total of All Fees: \$370.00
 Total Amount Applied to All Fees: (\$370.00)
 Total Balance Due: \$0.00

Payment History

Payment #1	Payment	Visa	Nicole Galloway	*****4011	\$370.00
04/26/2013	04/26/2013	Applied to	John Stone's Registration		\$370.00
			Total Amount Applied:		\$370.00
			Total Amount Not Used:		\$0.00
			Total Payments:		\$370.00
			Total Refunds:		\$0.00
			Total Net Paid:		\$370.00

Cancellation Policy

All cancellations will be subject to a \$50 administrative fee. Cancellations must be sent in writing to the Hazmat Registration Center via fax or email. Telephone cancellations will not be accepted.

All Cancellations must be received in writing by May 6, 2013. No refunds will be issued after this date.

After May 6, 2013, substitutions will be allowed in the event the registrant is unable to attend, but no refunds will be issued. Telephone substitutions will be permitted.

Should you need to make any changes to your registration, including changing your mailing information or adding/deleting tickets, click on the link below:

HAZ Registration

You may also make changes via e-mail to [customer service](#) or by calling (866) 229-2386 or (301) 694-5243.

For more Show Information, please visit www.iafc.org/hazmat

The registration process is complete. To log out of this session, click **Logout** below.

Logout

LEPC3 - Password



**INTERNATIONAL
HAZARDOUS
MATERIALS**
Response Teams Conference

Registration Form
June 6-9 • Exhibits: June 7-8
Hilton Baltimore • Baltimore, MD
www.iafc.org/hazmat

Powered by the IAFIC



1 REGISTRATION INFORMATION: (REQUIRED)

Name: JOHN STONE WFC Member Number: _____ Title: FIRE FIGHTER / HAZMAT TECH

Rank (Please choose one from the list of options below.):
 Fire Chief Chief Officer Company Officer Staff Officer Firefighter
 Firefighter/Paramedic EMS Officer Emergency Management Technician Other

Organization: BOONE COUNTY FIRE PROTECTION DISTRICT
 Address (to this address: Home Department) _____
 City: COLUMBIA State: MD Zip: 65202 Country: BOONE / USA

Phone: _____ Fax: _____ E-mail (Please complete to receive your confirmation and conference updates): _____

2 PRICING & PACKAGING

Please indicate the educational sessions you will be attending by checking the box to the right of the corresponding number.

CONFERENCE REGISTRATION On or Before 5/6/13 After 5/6/13
 IAFIC Member \$335 \$370
 Non IAFIC Member \$370 \$410
 One-day registration \$165 \$215

Total Registration Due (in U.S. Dollars): \$ _____

Thursday, June 6

PC01									
PC02	PC03	PC04	PC05	PC06	PC07				
PC07	PC08	PC09	PC10	PC11	PC12	PC13	PC14		
PC15	PC16	PC17							

Friday, June 7

102	103	104	105	106	107	108	109		
110	111	112	113	114	115	116	117		
201-A	202	203	204	205	206-A	207			
208	209	210	211	212	213	214			
215	216	217	218	219	220-A	221			
201-B	206-B	220-B	301	302	303-A	304	307-A	308	
309	310	311	312	313	314	315-A	316	317	
220-C	303-B	306-B	307-B	315-B	401	402	403	404	
405	406	407	408	409	410	411	412	413	414

Saturday, June 8

501	502	503	504-A	505	506-A	507-A	508	509	
610	611-A	612	613-A	614	615	617-A	618-A		
506-B	506-B	507-B	511-B	513-B	517-B	518-B	601	602	
603	604	606	607	608	609	612	613	614	
507-C	701	702	703-A	704-A	705	707-A	708	709	
710	711	712-A	713	714	715	716	717	718-A	
507-D	703-B	704-B	707-B	712-B	718-B	801	802	803	
804	805	806	807	808					

3 DEMOGRAPHIC QUESTIONS: (REQUIRED)

To help us better serve you, please answer the following:

1. Are you
 volunteer career

2. Type of department
 volunteer career combination tribal
 airport industrial military other

3. Size of population served
 0-9,999 10,000-49,999 50,000-99,999
 100,000-199,999 200,000 and up

4. Number of Members in your Department
 10-50 51-100 101-400
 401-1000 1,000 and over

5. What is your purchasing responsibility?
 final decision maker significant influence
 recommend research/specify

6. Is this your first time attending the conference?
 Yes No, I have attended for the past _____ years.

4 PAYMENT INFORMATION: (Registration form must accompany payment to be processed.)

Purchase Order # _____ (Copy of PO or form must be provided to process registration.)
 Check Enclosed (Please make checks payable to "IAFIC" in U.S. funds.)
 Credit Card AMEX VISA MasterCard Discover

Card # (with SV code) _____ Expiration Date (Must be after 6/13) _____

Name as it appears on card _____ Signature _____



Welcome Doug Westhoff! [Logout](#)

CONFIRMATION

Thank you for registering. Please print this page for your records.

A complete list of registered attendees under your contact is below.

Your contact is: Doug Westhoff

View Confirmation Letter	Registrant ID 1773	Reg Type HAZC	First Name Doug	Last Name Westhoff
--	-----------------------	------------------	--------------------	-----------------------

[Need Help?](#)

[Translate This Page](#)

June 2013						
Su	Mo	Tu	We	Th	Fr	Sa
/	/	4	/	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

2101-37200

Confirmation ID: 1773
 Doug Westhoff
 Boone County Fire Protection District
 2201 Interstate 70 Dr NW
 Columbia, MO 65202-1368

Dear Doug Westhoff:

Thank you for registering for the International Hazardous Materials Response Teams Conference to be held Thursday, June 6 - Saturday, June 9, 2013, in Baltimore, Maryland.

Your badge, as well as other pertinent information, will be available at the Hazmat Conference registration desk at the Hilton Baltimore beginning Wednesday, June 5, 2013.

Hotel Accommodations:
 Hilton Baltimore
 401 W. Pratt Street
 Baltimore, MD 21201

Phone: 443.573.8700

Website: Hilton Baltimore (http://www.hilton.com/en/hil/groups/personalized/B/BWICCHH-IAF-20130602/index.html?WT.mc_id=POG)

Please request the International Association of Fire Chiefs Hazmat group rate when making your reservation. All reservations must be made by May 6. After May 6, reservations are based on availability and current rate.

Hotel Rates: \$145 PER NIGHT (SINGLE/DOUBLE)

Registrant

Badge Information:
 Doug Westhoff
 Boone County Fire Protection District
 Columbia, MO



Registration Detail

Purchases for Doug Westhoff

Registration Type: HAZC - Conference, Discounted

Item Code	Description	Date/Time	Qty.	Item Price	Item Total
REG	Registration		1	\$335.00	\$335.00
PC11	HazMatIQ Above the Line/Below the Line	Jun 6 2013 8:00AM	1	\$0.00	\$0.00



102	Haz Mat Tactics - Building a Play Book for Response to Haz Mat/WMD Emergencies	Jun 7 2013 7:30AM	1	\$0.00	\$0.00
206-A	Street Smart Haz Mat Response (2nd Edition) ... A Refresher Class in A Book - Part 1	Jun 7 2013 1:00PM	1	\$0.00	\$0.00
206-B	Street Smart Haz Mat Response (2nd Edition) ... A Refresher Class in A Book - Part 2	Jun 7 2013 2:40PM	1	\$0.00	\$0.00
408	Everyone out of the Pool	Jun 7 2013 4:10PM	1	\$0.00	\$0.00
502	Trust the Process - Curbside Discussion	Jun 8 2013 8:00AM	1	\$0.00	\$0.00
712-A	TRANSCAER® Presents T4 - Taming The Tiger - Tactics and Response For Anhydrous Ammonia Including Hands On Cargo Trailer Training - Part 1 (Repeat)	Jun 8 2013 2:00PM	1	\$0.00	\$0.00
712-B	TRANSCAER® Presents T4 - Taming The Tiger - Tactics and Response For Anhydrous Ammonia Including Hands On Cargo Trailer Training - Part 2(Repeat)	Jun 8 2013 3:30PM	1	\$0.00	\$0.00

Total Registration Fees:	\$335.00
Total Registration Paid:	(\$335.00)
Current Balance:	\$0.00
Total of All Fees:	\$335.00
Total Amount Applied to All Fees:	(\$335.00)
Total Balance Due:	\$0.00

Payment History

Payment #1					
04/29/2013	Payment	Visa	Nicole Galloway	*****4011	\$335.00
	04/29/2013	Applied to	Doug Westhoff's Registration		\$335.00
			Total Amount Applied:		\$335.00
			Total Amount Not Used:		\$0.00
			Total Payments:		\$335.00
			Total Refunds:		\$0.00
			Total Net Paid:		\$335.00

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HAZ Registration

You may also make changes via e-mail to [customer service](mailto:customer_service) or by calling (866) 229-2386 or (301) 694-5243.

For more Show Information, please visit www.iafc.org/hazmat

The registration process is complete. To log out of this session, click Logout below.

Logout

EPC4 - Password



INTERNATIONAL HAZARDOUS MATERIALS
2015
Response Teams Conference

Registration Form
June 6-9 • Exhibits: June 7-8
Hilton Baltimore • Baltimore, MD
www.iafc.org/hazmat

Powered by the IAFC



1 REGISTRATION INFORMATION: (REQUIRED)

Name: DOUG WESTHOFF 97253 Title: ASST. CHIEF

Rank (Please choose one from the list of options below.):
 Fire Chief Chief Officer Company Officer Staff Officer Firefighter
 Firefighter/Paramedic EMS Officer Emergency Management Technician Other

Organization: BOONE COUNTY FIRE DISTRICT Address (if not address of home department): 2201 I-70 DRIVE NW
 City: COLUMBIA State: MISSOURI Zip: 65202 Country: USA
 Phone: (573) 219-0679 Fax: (573) 447-5099 E-mail: DWESTHOFF@BCFD.MO.COM

E-mail (Please complete to receive your confirmation and conference updates.)

2 PRICING & PACKAGING

Please indicate the educational sessions you will be attending by checking the box to the right of the corresponding number.

CONFERENCE REGISTRATION On or Before 5/6/13 After 5/6/13
 IAFC Member \$335 \$370
 Non IAFC Member \$370 \$410
 One-day registration \$165 \$215

Total Registration Due (in U.S. Dollars): \$ _____

Thursday, June 6

8:00 AM - 11:00 AM	PC01								
8:00 AM - 12:00 PM	PC02	PC03	PC04	PC05	PC06	DF1			
8:00 AM - 5:00 PM	PC07	PC08	PC09	PC10	PC11	PC12	PC13	PC14	
1:00 PM - 5:00 PM	PC15	PC16	PC17						

Friday, June 7

	102	103	104	105	106	107	108	109		
7:00 AM - 8:30 AM	110	111	112	113	114	115	116	117		
8:00 AM - 1:00 PM	201-A	202	203	204	205	206-A	207			
8:00 PM - 2:00 PM	208	209	210	211	212	213	214			
	215	216	217	218	219	220-A	221			
2:45 PM - 4:30 PM	201-B	206-B	220-B	301	302	303-A	304	307-A	308	
4:10 PM - 5:00 PM	309	310	311	312	313	314	315-A	316	317	
	220-C	303-B	306-B	307-B	315-B	401	402	403	404	
	405	406	407	408	409	410	411	412	413	414

Saturday, June 8

	501	502	503	504-A	505	506-A	507-A	508	509	
	510	511-A	512	513-A	514	515	517-A	518-A		
	504-B	506-B	507-B	511-B	513-B	517-B	518-B	601	602	
	603	604	606	607	608	609	612	613	614	
	507-C	701	702	703-A	704-A	705	707-A	708	709	
	710	711	712-A	713	714	715	716	717	718-A	
	507-D	703-B	704-B	707-B	712-B	718-B	801	802	803	
	804	805	806	807	808					

3 DEMOGRAPHIC QUESTIONS! (REQUIRED)

To help us better serve you, please answer the following:

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 volunteer career
- Type of department
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 airport industrial military other
- Size of population served
 0-9,999 10,000-49,999 50,000-99,999
 100,000 -199,999 200,000 and up
- Number of Members in your Department
 10-50 51-100 101-400
 401-1000 1,000 and over
- What is your purchasing responsibility?
 final decision maker significant influence
 recommend research/specify
- Is this your first time attending the conference?
 Yes No, I have attended for the past 1 years.

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Purchase Order # _____ (Copy of PO or form must be provided to process registration.)
 Check Enclosed (Please make checks payable to "IAFC" in U.S. funds.)
 Credit Card AMEX VISA MasterCard Discover

Card # (with CVV code) _____ Expiration Date (Must be after 6/13) _____

Name as it appears on card _____ Signature _____



COMMERCE BANK - COMMERCIAL CARDS
 PO BOX 411036
 KANSAS CITY MO 64141-1036

VISA

MEMO STATEMENT

Account Number [REDACTED]
 Statement Date MAY 10, 2013
 Statement Activity \$2,693.20

** MEMO STATEMENT ONLY **
 DO NOT REMIT PAYMENT

NICOLE GALLOWAY
 BOONE COUNTY TREASURER
 RM 304
 801 E WALNUT ST
 COLUMBIA MO 65201-489099

**0000000

Visa Purchasing

ACCOUNT ACTIVITY				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-22	04-18	24692163109000395681496	SOUTH-WES 5262123230653900-435-9792 TX NM:WESTHOFF/DOUG W TKT:5262123230653	\$320.80
			OARP:STL SVC:O DARP:BWI FR:RLNUHN DEP:06-05-13 OARP:BWI SVC:R DARP:STL FR:RLNUHN DEP:06-05-13	
04-22	04-18	24692163109000395681504	SOUTH-WES 5262123230653900-435-9792 TX NM:KOTLAS/MAUREEN TKT:5262123230655	\$320.80
			OARP:STL SVC:O DARP:BWI FR:RLNUHN DEP:06-05-13 OARP:BWI SVC:R DARP:STL FR:RLNUHN DEP:06-05-13	
04-22	04-18	24692163109000395681512	SOUTH-WES 5262123230652800-435-9792 TX NM:CASSIL/TERRY L TKT:5262123230652	\$320.80
			OARP:STL SVC:O DARP:BWI FR:RLNUHN DEP:06-05-13 OARP:BWI SVC:R DARP:STL FR:RLNUHN DEP:06-05-13	
04-22	04-18	24692163109000395681520	SOUTH-WES 5262123230654800-435-9792 TX NM:STONE/R/THN H TKT:5262123230654	\$320.80
			OARP:STL SVC:O DARP:BWI FR:RLNUHN DEP:06-05-13 OARP:BWI SVC:R DARP:STL FR:RLNUHN DEP:06-05-13	
04-26	04-25	24755423116131161996049	INTL ASSOC OF FIRE CHIEFSFAIRFAX VA	\$335.00
04-29	04-26	24755423117131173186747	INTL ASSOC OF FIRE CHIEFSFAIRFAX VA	\$370.00
04-29	04-26	24755423117131173186754	INTL ASSOC OF FIRE CHIEFSFAIRFAX VA	\$370.00
04-30	04-29	24755423120131200677069	INTL ASSOC OF FIRE CHIEFSFAIRFAX VA	\$335.00

For Customer Service Call:	Account Number	Account Summary
1-800-892-7104	[REDACTED]	Purchases & Other Charges \$2,693.20
Outside the U.S., Call:	Statement Date	Cash Advances \$0.00
1-402-691-7800	MAY 10, 2013	Cash Advance Fees \$0.00
Send Billing Inquiries To:	Credit Limit	Credits \$0.00
COMMERCE BANK PO BOX 411036 KANSAS CITY MO 64141-1036	\$5,000	Statement Activity \$2,693.20
	Disputed Amount	
	\$0.00	

CLAIM FOR TRAVEL REIMBURSEMENT / Post-Trip Settlement for Travel Cash Advance
BOONE COUNTY, MISSOURI

*check +
pay req copy
to Nicole*

INSTRUCTIONS (REVIEW CURRENT TRAVEL POLICY BEFORE TRIP BEGINS)

1. USE FORM ELECTRONICALLY, AS IT HAS IMBEDDED FORMULAS THAT WILL BE HELPFUL. OTHERWISE, TYPE OR PRINT IN INK.
2. ENTER THE 1ST DAY OF TRAVEL ON THE FIRST LINE & THE LAST DAY OF TRAVEL ON THE VERY LAST LINE IF YOU WANT TO USE THE FORMULAS.
3. ATTACH AN ITINERARY OR SCHEDULE OF EVENTS IF YOU ARE REQUESTING REIMBURSEMENT FOR SEMINARS, CONFERENCES OR TRAINING.
4. ATTACH A PRINTOUT OF THE APPLICABLE CONUS PER DIEM RATES IF YOU ARE CLAIMING A PER DIEM OTHER THAN THE STANDARD CONUS PER DIEM RATE (www.gsa.gov/perdiem).
5. USE THE M&E BREAKDOWN CHART TO OBTAIN DOLLAR AMOUNTS OF BREAKFAST, LUNCH, OR DINNER BEING SUBTRACTED.
6. IF REQUESTING MILEAGE REIMB AND CLAIMED MILES DIFFER SIGNIFICANTLY FROM "MAPQUEST" (or something similar), PLEASE EXPLAIN.
7. ENTER "PP" IN APPROPRIATE COLUMN FOR EXPENSES THAT WERE PAID DIRECTLY BY THE COUNTY, AND "PC" FOR EXPENSES PUT ON A P-CARD.
8. ENTER "N/A" IN APPROPRIATE COLUMN FOR EXPENSES THAT ARE NOT APPLICABLE TO THIS PARTICULAR REIMBURSEMENT CLAIM.
9. ATTACH THIS COMPLETED FORM ALONG WITH APPROPRIATE BACKUP TO A PAYMENT REQUISITION.

NAME: Terry Cassil

TITLE: Division Chief

DEPARTMENT: LEPC

DATE: 6/11/2013

DATE	FROM	TO	PURPOSE	DESTINATION MILE PER DIEM RATE		LESS BREAKFAST included in registration or otherwise provided	LESS LUNCH included in registration or otherwise provided	LESS DINNER included in registration or otherwise provided	REMAINING REIMBURSEABLE PER DIEM	25% REDUCTION on 1st day & Last Day	TOTAL MILE TO BE REIMBURSED	LODGING	AIRFARE	OTHER TRANSPORTATION (taxi, shuttle, parking, toll)	OTHER EXPENSES (Registration paid on-site, other misc)	PERSONAL CAR MILES
				71	12											
6/5	STL	Baltimore	Food Per Diem	71					71	17.75	53.25					
6/5			Shuttle to Hotel						0		0.00			28.00		
6/6			Food Per Diem	71					71		71.00					
6/7			Food Per Diem	71			18		53		53.00					
6/8			Hotel						0		0.00	669.92				
6/8			Food Per Diem	71			18		53		53.00					
									0		0.00					
									0		0.00					
									0		0.00					
									0		0.00					
6/9	Baltimore	STL	Food Per Diem	71	12				59	14.75	44.25					
0.00																

2101-37230	2101-37230	2101-37220	0.565
\$274.50	\$669.92	\$28.00	\$

DATE	NOTES

TOTAL REIMBURSABLE EXPENSES: \$ 972.42

REIMBURSEMENT AMOUNT REQUESTED (if less): \$ -

LESS CASH ADVANCE RECEIVED: \$ -
(Attach a copy of the Request for Travel Cash Advance)
 BALANCE due to Traveler / OVERAGE due back to County: \$ 972.42

I do solemnly swear "or affirm" that the above claim is correct and just, that the expense was necessary to the public business of the County, that payment has been made from personal funds, that I have not been reimbursed, and that I have not received and will not receive from any source whatever any payment or its part thereof except as provided by law.

SIGNED Terry Cassil 6-13-13 APPROVED BY [Signature] 6-13-13 Treasurer
 DATE TITLE

Updated Jul-10



HILTON BALTIMORE
 401 West Pratt Street | Baltimore, MD | 21201
 T: 443 573 8700 | F: 443 683 8841
 W: baltimore.hilton.com

NAME AND ADDRESS:
 Cassil, Terry
 17514 HWAY Y

JAMESTOWN, MO 65046
 US

Room: 1504/K1
 Arrival Date: 6/5/2013 3:58:00PM
 Departure Date: 6/9/2013
 Adult/Child: 1/0
 Room Rate: 145.00

RATE PLAN C-IAF
 HH#
 AL
 BONUS AL CAR

Confirmation Number: 3519354282

6/9/2013 PAGE 1

DATE	DESCRIPTION	ID	REF. NO	CHARGES	CREDITS	BALANCE
6/5/2013	GUEST ROOM	DBAILEYFI	2282769	\$145.00		
6/5/2013	CITY TAX (R)	DBAILEYFI	2282769	\$13.78		
6/5/2013	STATE TAX (R)	DBAILEYFI	2282769	\$8.70		
6/6/2013	GUEST ROOM	DBAILEYFI	2284187	\$145.00		
6/6/2013	CITY TAX (R)	DBAILEYFI	2284187	\$13.78		
6/6/2013	STATE TAX (R)	DBAILEYFI	2284187	\$8.70		
6/7/2013	GUEST ROOM	DBAILEYFI	2285473	\$145.00		
6/7/2013	CITY TAX (R)	DBAILEYFI	2285473	\$13.78		
6/7/2013	STATE TAX (R)	DBAILEYFI	2285473	\$8.70		
6/8/2013	GUEST ROOM	DBAILEYFI	2286760	\$145.00		
6/8/2013	CITY TAX (R)	DBAILEYFI	2286760	\$13.78		
6/8/2013	STATE TAX (R)	DBAILEYFI	2286760	\$8.70		

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\$669.92

EFFECTIVE BALANCE OF

\$0.00



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- For any charges after your account was prepared, you may:
 - + pay at the time of purchase.
 - + charge purchases to your account, then stop by the Front Desk for an updated statement.
 - + or request an updated statement be mailed to you within two business days.

If the statement meets with your approval, simply press the Zip-Out Check-Out button on your guest room telephone. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room. Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.

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 511337 A

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PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	
PAYMENT DUE UPON RECEIPT	

Nicole Galloway - Ticketless Travel Passenger Itinerary

From: "Southwest Airlines" <SouthwestAirlines@luv.southwest.com>
To: <NGALLOWAY@BOONECOUNTYMO.ORG>
Date: 4/18/2013 2:06 PM
Subject: Ticketless Travel Passenger Itinerary

You're all set for your trip!



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This e-mail contains Southwest Airlines Ticketless Travel information and is being sent to you at the request of the purchaser, Passenger, or individual responsible for arranging this air travel.



AIR Itinerary

AIR Confirmation: AB68PV

Passenger(s)

CASSIL/TERRY L

WESTHOFF/DOUG W

STONE/JOHN H

KOTLAS/MAUREEN

Table with columns: Date, Flight, Departure/Arrival. Row 1: Wed Jun 5, 3492, Depart ST LOUIS MO (STL) at 12:05 PM on Southwest Airlines... Row 2: Sun Jun 9, 307, Depart BALTIMORE WASHNTN (BWI) at 2:20 PM on Southwest Airlines...

Handwritten notes: - Flew to Baltimore 6-5 & back to STL 6-9. - Flights paid on P-card. - Took SBCFD vehicle, so no reimbursement for mileage - just parking. - car pooled. - Registration previously paid on P-card.

What you need to know to travel:

- Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. This will secure your boarding position on your flights.
• Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.



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Per Diem Rates Look-Up

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FY 2013 Per Diem Rates for Maryland

(October 2012 - September 2013)

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OR

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ADDITIONAL PER DIEM TOPICS

- Meals & Incidental Expenses Breakdown (M&IE)
- FAQs
- State Tax Exemption Forms
- Factors Influencing Lodging Rates
- FY 2012 Per Diem Highlights
- Fire Safe Hotels
- Have a Per diem Question?
- Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed.
 To determine what county a city is located in, visit the [National Association of Counties \(NACO\) website \(a non-federal website\)](#).

You searched for: **Maryland**

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**	
		2012			2013										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Standard Rate	Applies for all locations without specified rates	77	77	77	77	77	77	77	77	77	77	77	77	77	46
Aberdeen / Bel Air / Belcamp	Harford	83	83	83	83	83	83	83	83	83	83	83	83	83	56
<u>Annapolis</u>	Anne Arundel	116	101	101	101	101	101	101	116	116	116	116	116	116	61
<u>Baltimore City</u>	Baltimore City	145	145	121	121	121	145	145	145	145	145	145	145	145	71

<http://www.gsa.gov/portal/category/100120>

6/13/2013



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Meals and Incidental Expenses (M&IE) Breakdown

The following table is provided for federal employees who need to deduct provided meals from their daily meals and incidental expense (M&IE) allowance. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$46 to \$71). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at www.gsa.gov/perdiem. The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers), as well as the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

M&IE Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/ Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel	\$34.50	\$38.25	\$42	\$45.75	\$49.50	\$53.25

The shortcut to this page is www.gsa.gov/mie.

Last Reviewed 2013-04-10

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2013

Response Teams Conference

June 6-9, 2013 • Exhibits: June 7-8, 2013
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Full Conference Brochure



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INTERNATIONAL HAZARDOUS MATERIALS 2013 Response Teams Conference

GREAT LOCATION, UNBEATABLE VALUE.

For 30 years, hazmat teams and leaders have attended the International Response Teams Conference because of its features:

- Cutting-edge subject matter experts
- Hands-on field trips and hands-on training opportunities
- A convenient location

ATTENDEES

- Hazmat response teams
- Emergency planning committees
- EMS managers and planners
- Local emergency planning committees
- Maritime-industry personnel
- State emergency-response commissions
- Transportation and distribution personnel
- Counterterrorism professionals and specialists
- Environmental and emergency staff from federal facilities
- First responders from fire, EMS and law-enforcement agencies



INTERNATIONAL ASSOCIATION OF FIRE CHIEFS (IAFC)

For 140 years, the IAFC has been providing leadership to career and volunteer chiefs, chief fire officers, company officers and managers of emergency services. The IAFC represents the leadership of more than 1.2 million firefighters, and our members are the world's leading experts in firefighting, emergency medical services, terrorism response, hazardous materials, natural disasters, search and rescue, and public safety legislation.



SCHEDULE AT-A-GLANCE

FRIDAY, JUNE 7

- Registration Session: 8:00 am - 5:00 pm
- Breakout Sessions: 9:30 am - 9:00 pm
- Opening General Session: 9:30 am - 1:00 pm
- Lunch: 1:30 pm - 2:00 pm
- Exhibit Hall Open: 11:30 am - 6:00 pm
- Breakout Sessions: 1:00 pm - 5:00 pm
- Networking Reception in Exhibit Hall: 4:30 pm - 6:00 pm

SATURDAY, JUNE 8

- Breakout Sessions: 8:00 am - 11:00 am
- Exhibit Hall Open: 9:30 am - 1:00 pm
- Lunch: 11:30 am - 1:00 pm
- Breakout Sessions: 2:00 pm - 4:50 pm

SUNDAY, JUNE 9

- Breakfast: 8:00 am - 9:00 am
- Closing Session: 10:00 am - 11:00 am

Special Thanks to the Following Conference Supporters

- Baltimore City Fire Department
- Baltimore County Fire Department
- IAFC Industrial Fire and Safety Section
- TRANSASAP

PRE-CONFERENCE

THURSDAY, JUNE 6

8:00 am - 11:00 am

PC01: Continuing Challenges for Responders Dealing With Ethanol
As with all hazmat incidents, responders need to identify those and develop written plans to help mitigate the incident. Ethanol responders continue to challenge responders. Recent incidents during the transportation of ethanol have caused a reevaluation of tactics and response plans. This session will look at these incidents.

Richard Miller, SME for Hazmat/Fueler Centre, International Association of Fire Chiefs
8:00 am - 12:00 pm

PC02: Principles of Gas Detectors for Common Handheld Detectors
A comprehensive course in the fundamentals of basic gas detection for confined space entries and in hazmat type incidents.

Chris Wynn, Senior Director of Sales and Marketing, Envirochem USA
PC03: Implementing Fall Capability GCMs in Hazardous Materials Incidents
Several trends have converged enabling the integration of lab quality, full capability gas chromatograph/mass spectrometers into hazmat response operations. Properly deployed, these instruments designed for mobile use become powerful tools in the task of identifying and characterizing unknown gases, liquids, and solids. The class will cover the integration process.

Steve Propp, Chemist/Hazmat Instructor, Tacoma (WA) Fire Department; William Miller, Firefighter/Hazmat Technician, Tacoma (WA) Fire Hazmat
PC04: Dealing with Heat Stress
This 3-part (3-hour) seminar addresses heat stress management in hazmat and fire operations. Part 1 deals with causes and effective remediation - accessing the severity of the heat stress, effective cooling and rehydration methods, and return to work criteria.

James Ziegler, Principal, J. R. Ziegler, LLC; David Hostler, Research Assistant, University of Pittsburgh; Respondent Human Performance Program, University of Pittsburgh; Department of Emergency Medicine

PC05: TRANSCAER® Multipack/Multicomp
The classroom portion of this module includes anatomy of a cargo tank 101; during which several DOT specification cargo tanks and various cargo tank incidents and related emergency response. The outside portion of this module will cover a walk-around explanation of the various safety features found on cargo tank trailers. We will have a specialized training trailer that consists of three different specifications: MC307, DOT407 and MC312 - the "work horses" of the cargo tank hauling industry. This session will repeat in the afternoon.

Gene Barren, Vice President, Corporate Responsible Care Coordinator, Dams Transportation Containers
PC06: TRANSCAER® 406 Gasoline Tanks
This session will explore DOT-406 gasoline cargo tank features, operating systems, and lessons learned that must be taken into account in the event of a roll-over, fire or other emergency involving this type of vessel. This session will repeat in the afternoon.

Gracia Kruttschnitt, Regional Safety and Security Manager, Kenon Advertising Group
PC07: Hazmat Officer Competency Lab
This interactive workshop challenges responders with realistic scenarios using state-of-the-art simulation software and real-time atmospheric readings via LightSON wireless monitors. Participants are guided through the development of an effective and safe incident action plan (IAP) for a scenario. Each scenario is completed with a brief review to discuss what went right, what could have been done differently. The scenarios get progressively more challenging and everyone has an opportunity to participate in various roles. This workshop is ideal for those who would like to learn how to develop an effective IAP and hone their skills by experiencing a complete "hands-on" hazardous materials incident in the classroom before being thrown into the mix at an actual incident.

Gregory Socka, Captain (Ret.), Montgomery County (MD) Hazardous Material Response Team; Roy Burr, Harris County (TX) Hazmat, Green Machine, Trainer and Coordinator; The Department of Environmental Health, Safety and Fire; Fire Department and Air/Smith, Leavenworth, Responder (WA) Fire Department
PC08: Hazmat Medic
This session identifies and explores medical issues as they apply to response personnel. It is designed for emergency/medical personnel who have medical responsibility at a hazardous material event. Armande Bevelacqua, MDC/LLC Partner, Murphy Bevelacqua Consultants and Associates; and Michelle Murphy, MDC/LLC Partner, Murphy Bevelacqua Consultants and Associates

PC09: A Taste of Tank Truck Specialist
This session will consist of a morning session to build your knowledge of cargo tank trucks and an afternoon session of suit time working simulated incidents on our unique cargo tank models and simulators.

David Wolfe, General Manager, Safe Transportation Training, Specialist, LLC and Michael Kline, Operations Mgr., Safe Transportation Training, Specialist
PC10: TRANSCAER® Everything You Wanted to Know About Railcar Emergency Responses, But Were Afraid to Ask
This session will cover the basics of railcar anatomy, review case studies, provide an overview of ethylene oxide and cover response considerations and technology implementation that is aiding in safer railcar transport at BNSF.

Thomas Midgway, Manager, North American Distribution Safety and Security, BASF Corporation
PC11: HazMatQ Above the Line/Below the Line
The HazMatQ system incorporates our innovative street smart "Cheats Sheets" that enable responders to safely and efficiently respond to any known or unknown chemical or mixture of chemicals. (Physical state, hazards, initial hot zone, choosing correct meters and proper PPE) any chemical in minutes.

Joe Gorman, Co-Owner, HazMatQ, Centers, HazMatQ and CIA Aguire, Instructor, HazMatQ
PC12: Complete CAMEO Suite Update
This full day session will update participants on the current CAMEO suite of products (CAMEOPM, CAMEO Chemicals, MAAP/OT, ALO/HA), and feature plans for the program. CAMEO is evolving and many new features and abilities will be demonstrated and used by the students.

Albert Velez, Instructor, AMV Associates, Inc. and Robert Beedley, Battalion Chief (Ret.), Middletown (CT) Fire Department

PC13: Scenario Based Tactical Chemistry
This is not your average chemistry class - this is applied chemistry! Chemistry dictates product behavior, storage and transportation, detection and identification, and mitigation tools and techniques. The chemistry of hazardous materials comes alive through chemical demonstrations, scenario-based exercises, and chemical identification exercises using basic and advanced detection and identification equipment.

Chris Walker, President and CEO, Dr. Harmon, Inc. and Richard Dufek, Battalion Chief (Ret.), Cornell (NY) Fire Department
PC14: TRANSCAER® Rail Classifying DOW Safety Training Course
Come see what all responders need to know about rail cars: how they are built, where they leak, and what repairs work. This eight hour session includes hands on review of car fittings and actual case history reviews.

Thomas Keefe, DuPont North America Response Manager; DuPont De Nemours and Company, Inc.; Barry Lindley, DuPont Response Team Leader and Dennis, DuPont De Nemours and Company, Inc.
1:00 pm - 5:00 pm
PC15: There's Something Out There!
This session will cover how to effectively use sniffers such as PID, FID and MOS sensors to quickly identify if something is out there.

Chris Wynn, Senior Director of Sales and Marketing, Envirochem USA
PC16: Advanced Radiation Instrumentation
During this session, responders will practice basic skills and advanced radiological instrument operation techniques. The class will use actual radiation sources and will include a rehearsal on instrument operations and personal survey practices.

Mark Lunney, Assistant Radiation Safety Officer, Pennsylvania State University
PC17: Hazmat Scenarios - Pick Your Poison
During this session participants will pick from a variety of scenarios, classified by key discussion points. By working through the key assessment points, students will develop an action plan beginning with selecting the appropriate strategy and working through the details of the tactical decisions.

Kristina Kowacz, Research Chemist, DuPont and William Jones, Training Coordinator, Harris County (TX) Fire Marshal's Office

BREAKOUT SESSION

FRIDAY, JUNE 7

7:30 am - 9:00 am

101: Hazmat Incident - Building a Play Book for Responders to Hazmat/WMD Emergencies

The expanding mission for emergency responders, in addition to the new threats responders face because of terrorism, drives the need for the development of SOG's to respond safely and effectively. The challenge is to develop an EIP that creates key decision points instead of just a long list of tactics. *Tony Muscarelli, Lieutenant (Ret.), Fire Department of New York and Gary Sharp, Hazmat Program Manager, Michigan State Police - Homeland Security Training Center*

103: Suicide Bombing - An Israeli Phenomenon

This program will take the participant through the process of how the Israelis have dealt with and prepared for suicide bombers. It will also discuss the responsibilities of each emergency responder and respective organizations as events unfold during such incidents. *Gila Rubin, Trainer and Consultant, The Olan Group*

104: Tricks of the Trade

For every occupation, there is a catalog of secrets known only to those employed in that profession. Armed with twenty-two years of experience in the hazmat world, this session's presenter will unveil insider tricks of the trade. *Michael Hagde, Hazmat Team Leader, Western Wayne County (WI) Hazmat Response Team*

105: Case Studies - Learning from the Past

Those who do not remember the past are doomed to repeat it. This course covers several important responses from the past and lessons learned. *Douglas Brown, Lieutenant, Modesto (CA) Fire Department*

106: WMD Response - The Operational Reality

The reality of terrorist incidents involving hazardous materials are rarely as portrayed by popular culture. Presented by a member of the FBI technical Hazmat Response Unit, this session will discuss the keys for a successful response to terrorist incidents involving hazardous materials. *Kevin Johnson, Senior Hazmat Officer, FBI Technical Hazmat Response Unit*

107: Hazmat Tech Old vs New

This session covers the tried and true method of hazmat response still being used and taught today. *Burt Hooper, Firefighter/Hazmat Tech, Houston (TX) Fire Department*

108: Radiation Emergencies for Mass Hazards

The potential for radiological emergencies exists in all jurisdictions due to the increased use of radioactive materials in medicine and industry. Radiation is frequently skinned over in a crime involving and this session aims to create a comprehensive course with potential radiological incidents. *Jana Orsopoulos, Firefighter, San Jose (CA) Fire Department*

109: Hazardous Materials in the Flood Environment

Today's water-rescue teams are looking to hazmat techs for advice during flood operations. This session introduces the hazards and problems that exist during floods. It also introduces the dynamics of moving water, PPE, and appropriate decon. Any hazmat tech that needs to work with water-rescue teams will benefit from this session. *Joseph Gishler, Lieutenant, West Windsor (NJ) Emergency Services/NJF1 USAF*

110: Spills, Bails, and Spills

The most common hazmat call - the spill of gas, CO alarms, and fuel spill - will be discussed. SOG's and ways to train those not assigned to hazmat will be delineated. *Jeanne Hayes, Special Operations Chief, Columbia (SC) Fire Dept*

111: Hazmat Mechanisms of Injury

Response to hazmat related calls often presents an atmosphere of uncertainty to medical responders. This presentation will attempt to simplify EMS response by looking at major classes of hazmat (based on pickering) and common risks, PPE requirements, safety considerations, and medical management of injuries related to each class. *Freddie Boas, Paramedic/Chief Supervisor, Sussex County (NJ) Emergency Medical Services and Jay Shire, Paramedic/Chief Team Leader, Sussex County (NJ) Emergency Medical Services*

112: Keys to the Industrial/Municipal Interface

Are you prepared to respond to hazardous materials or fire within an industrial facility in your jurisdiction? Response to industrial facilities such as refineries, terminals, and manufacturing sites has long been a concern to municipal fire departments. Attend this class and learn the keys to safe and efficient industrial/municipal interface. *Rick Hooper, E & S Security Team Leader/Fire Chief, Wood River (IL) Melroe*

113: Selection, Care and Use of Chemical Protective Clothing

This session will review the criteria and knowledge required for proper selection, care and use of chemical protective clothing. It will focus on the preparation required prior to necessary actions or decisions for reuse and/or retirement. *Philip Mann, Technical Director, Kopylin, Inc.*

114: Animal Decontamination Updated

In the future, shelters must accept companion animals that could be contaminated. Two recently conducted exercises have refined large and small animal decon procedures. Special procedures are necessary to keep from "spoiling" animals and creating additional problems. Basic animal behavior is essential and lacking for most responders. Is your team prepared? *Gene Collins, Training Officer, York County (VA) Hazmat Team*

115: Hazmat Sand Traps

A sand trap is an area of a golf course that can blow or rain your game. Hazmat frustration is full of these sand traps that cause frustration for responders. We will identify several common problems during responses and

116: Breakthroughs in Decontamination Technology

This session will examine new technologies for safe and effective decontamination of CBRN agents from humans, equipment and infrastructure. Methods to be discussed will span the dry decontamination field including decontaminating gel in multiple dispenser methods, CBRN absorbent and adsorbent material, and decontamination. Lowering costs, reducing waste, increasing safety, and limiting the use of water will also be discussed in detail.

117: Chemical Plant 101: Pipes

This session will cover the various types of chemical plant equipment to include: pipes and piping systems, materials of construction, tracing, insulation, fittings, and connectors. It will focus on likely failure points and mitigation techniques for leaks on this equipment. *Brian Bennett, Chief, Valley (NJ) Volunteer Fire Company #1*

118: General Session

9:10 am - 11:00 am

119: General Session

11:30 am - 1:00 pm

Modeling Hazmat and Fashion Show
Join us for lunch in the Exhibit Hall and a fashion show featuring the latest in hazmat attire. This is a great event you don't want to miss!

11:30 am - 6:00 pm

Exhibit Hall Open

11:00 am - 2:30 pm

201: At Understanding Hazard and Risk - Part 1

This program discusses the need for a thorough hazard and risk assessment at a hazmat incident and outlines a process for conducting these assessments. *Phillip Baker, Hazmat Team Leader, Prince George's County (MD) Fire and EMS Department*

BREAKOUT SESSION

FRIDAY, JUNE 7

1:00 PM - 2:30 PM

202: Establishing a Regional All-Hazards Hazmat Response Team

With the ever evolving environment that we work in, hazmat teams are required to establish regional relationships and response capabilities. As grant funding dwindles, hazmat teams are required to find alternative means to meet the response needs of their communities. Find out how one region met the challenge.
James Blawiefeld, Deputy Chief, Wernagh (NY) Fire Department

203: Hazmat on the Border

U.S. Customs and Border Protection (CBP) is the primary agency responsible for securing the borders of the United States. This workshop will address many of the unique aspects of dealing with hazardous materials in the border environment, including enforcement and emergency response issues.
Stephan MacConechi, Chief/Operations Manager, U.S. Customs and Border Protection

204: Technical/Special Operations During Terrorism Response

This session will reveal various technical/special operations that responders may encounter during terrorism/criminal incidents. Members of the FBI's Technical Hazards Response Unit will use case histories to highlight considerations for responders supporting tactical, confined space, high/low angle rope, trench, dive, major transportation, and other similar incidents with a criminal element.
Kevin Johnson, Senior Hazmat Officer, FBI Technical Hazards Response Unit

205: IFR/FACT - Next Generation PPE

It is time for a new standard! The Improved First Responder Ensemble Against CBRN Terrorism (IFR/FACT) is a European consortium charged with developing the next generation of PPE. IFR/FACT invites you to a lecture with subject experts on our progress, issues we've encountered and our ultimate goals.
Dr. Catherine Bertrand, SAIKU, Paris, France

206: At-Street Smart Hazmat Response (2nd Edition) A Refresher Class in A Book - Part 1

The new edition of Street Smart Hazmat will hit the streets in the spring of 2013. This training session will use all the new information and

concepts of Street Smart Hazmat such as safe, unstable and dangerous, hazmat facts of life and street smart chemistry. The new program is designed to be a comprehensive refresher class for first responders to hazmat technicians. This training will be supported by scenario based learning, interactive exercises and live video streaming.
Michael Collins, President, Collins and Company

207: Recalculating - Beginners Guide to Referencing

Upon completion of this course, the participant will be able to utilize reference materials, chemical databases, and highlight documents during the analysis portion of a hazardous materials/WMD event. The attendee will utilize a variety of these research methods to establish an incident Action Plan.
Michelle Murphy, MRCA LLC Partner, Murphy Biotechnology Consultants and Associates, and Armando Berdeguo, MRCA LLC Partner, Murphy Biomedical Consultants and Associates

208: TRANSCAER Pipeline Emergency Response Resources

The session will cover the basics of pipeline operations and considerations for safe and effective pipeline emergency response. The presentation will also cover resources that are available from the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration (PHMSA) and other sources to help emergency responders prepare for pipeline emergencies. This session will improve your awareness of pipeline safety issues and help prepare you to respond to pipeline emergencies.
Sam Hall, Program Manager, U.S. Department of Transportation (U.S. DOT) Pipeline & Hazardous Materials Safety Administration (PHMSA)

209: CO2 - A Deadly Gas

Over the past few years, there have been a number of unique fatal incidents involving carbon dioxide (CO2), as well as some near misses. In addition, the use and quantity of CO2 has increased in a number of facilities, which presents unique challenges for many of these facilities, one would not think about having bulk liquidized cases present. Having an effective air monitoring system can help determine the root cause of a CO2 event.
Chris Hawley, Deputy Project Manager, CSC and Chris Wern, Environments

210: Bio Sampling in the Field

Struggling with how to properly and safely collect potentially biological samples? This interactive session will discuss the collection methods employed as well as the utilization of the ASTM standard E2458-10. This information is critical to performing safe and effective response to so-called "powder" calls. There will be a short overview of the standard itself, as well as a discussion of the guidance document (ASTM E2701-10) and how to incorporate this information into your response. There will also be a practical portion demonstrating the proper collection methods.
Rick Emery, President, Emery and Associates, Inc., and Joyce Harlow, Environmental Engineer, National Institute of Standards and Technology

211: TRANSCAER Hazmat Cargo Tank Emergency Response

Bromine is a pH material and is highly reactive and a strong oxidizing agent. It will react vigorously with reducing agents and many organic materials including solvents. This seminar will provide guidance for a transportation emergency, details on proper PPE, including neutralization methods and important resources that first responders must be aware of before approaching a Bromine incident.
Ernst Kaezel, Global Hazmat Compliance Manager, Chemical Corporation and Gene Petten, Vice President, Corporate Responsible Care Coordinator, Dens Transport/Union Company

212: TRANSCAER Chlorine Safety, CBRN, and Ramifications of Table 3 in the 2012 Emergency Response Guide

This presentation will briefly review properties of chlorine and emergency response techniques. The use of the Chlorine Inhibitor Emergency Kit (CIEK) as a proven leak mitigation technique will be discussed. An examination of the 2012 DOT ERG including a case study will also take place.
Gregory Lindley, Disaster Response Team Leader and Cheryl D'Alton, Disaster Response Team Leader, Chemical, Durobin Chemical Systems and Company, Inc., and Michael Corde, Business Development Team Coordinator, Kuehn Chemical Co., Inc.

213: NFPA HMM/WMD Technical Committee Update

This workshop will provide an update on current and future NFPA hazardous materials consensus standards activities. Topics will include updates on the 2013 editions of NFPA 472 and 473 and current and future activities related to two new NFPA standards: NFPA 1072 and NFPA 475.
Gregory Mill, Program Manager, South Central Task Force

214: Realistic Hazmat Refresher Training for Company Officers

Company officers get dispatched to a variety of calls. Most of the hazmat calls come in as unusual, odor or medical calls. The company officer has to answer the question: am I a hazmat call? This session will be an overview of the Chalfont Fire Department's hazmat refresher training that was completed last year. This program empowers company officers to make recognition/primed decisions based on what they see and their experience.
Randy Carter, Director of Training/Program Commander, Chalfont Fire Department

215: EPA Support Guide

The presentation will provide an overview of EPA's efforts to develop a support guide for water utilities on containment, treatment, and disposal of contaminated water to prepare utilities respond to all-hazards events and highlight other potential projects currently being worked on to enhance preparedness.
Marjorie Lynch, Environmental Engineer, U.S. Environmental Protection Agency

216: NFPA Garment Standards for Hazmat and Terrorism Response

NFPA 1991, 2092 and 1994 influence hazmat protective clothing design and performance. NFPA 1992 and 1994 were re-released in 2012. NFPA 1991 has been held back to resolve several issues. Get an update on these standards and learn how to influence changes in these and other NFPA standards.
James Ziegler, Rhinshield, J. R. Ziegler, LLC

217: Implementing a Toxicologic Program in Your Fire Department or EMS Service

A toxicologic program may help a department prepare for the threat of a chemical agent or WMD event. This program will review an existing toxicologic program in the state of Delaware with emphasis on training medical protocols and program logistics.
Fred Haas, Paramedic District Supervisor, Sussex County (DE) Emergency Medical Services; Jay Shinn, Paramedic, Sussex County (DE) Emergency Medical Services

218: Hazmat Response and Type III All Hazards Incident Management Teams

Type III All Hazards Incident Management Teams (AHIMT) are in development across the country. Hazmat teams should have a good understanding of the mission of AHIMT and the resources and capabilities they provide during response to complex incidents.
Tony Garcia, Program Manager, MSP ERM/STC

BREAKOUT SESSION

FRIDAY, JUNE 7
1:00 pm - 2:30 pm

219: Putting the Fire Back in Hazmat Training

Tired of the same training over and over? Here are some low cost training ideas that will put the spark back in your hazmat training with the spirit of competition.
Tobias Frost, Lieutenant, Lafayette (LA) Fire Department; and Michael Bloom, Assistant Chief of Special Operations, Lafayette (LA) Fire Department

220-A: Hazmat/Fire Response Officer - Part 1

Hazmat/FRO system incorporates the above the line /below the line size-up while instructing first responders whether or not they can safely enter the hot zone to attempt a rescue. Using a radiation meter, a gas meter, temperature gun and /resgnet papers (pH and F papers) assures their safety entering the hot zone.
Joe Gorman, Co-Owner/Co-Creator, HazmatIQ, and Chris Aguirre, Instructor, HazmatIQ

221: TRANSCAER™ Toxic Inhalation Hazard and Flammable Gas Overview

This session will provide a common sense approach in identifying, approaching and mitigating toxic-inhalation hazards and flammable gas incidents. Participants learn how to utilize the physical properties of materials, determine how to safely perform monitoring, and identify the proper hot, warm and cold zones.
Rollie Shock, Global Emergency Services Associate Director, Dow Chemical Company

2:40 pm - 4:00 pm

201-B: Understanding Hazard and Risk - Part 2

This is a continuation of session 201-A. For more information, see the description under session 201-A.
Phillip Baker, Hazard Team Leader, Pinetree County (MD) Fire and EMS Department

206-B: Street Smart Hazmat Response (2nd Edition) A Refresher Class in A Book - Part 2

This is a continuation of session 206-A. For more information, see the description under session 206-A.
Michael Collins, President, Gillon and Company

220-B: Hazmat/Fire Response Officer - Part 2

This is a continuation of session 220-A. For more information, see the description under session 220-A.
Joe Gorman, Co-Owner/Co-Creator, HazmatIQ, and Chris Aguirre, Instructor, HazmatIQ

301: Law Enforcement Officer Decontamination

Integration between hazardous materials team and law enforcement operations require significant pre-planning and executing. This session will explore operational considerations regarding decontamination of law enforcement officers from both patrol and tactical assignments, as well as the decontamination of contaminated deceased parties at crime scenes. Case studies will be presented to illustrate best practices from actual responses and policy development.
Ryan Hoy, Hazmat Specialist, Leflore County (PA) Special Operations and John Kopych, Special Operations Coordinator, Lehigh County (PA) Special Operations

302: Tactical Considerations of Incidents Involving Radioactive Materials

Though the chance of encountering a large-scale radiological accident or act of terrorism is extremely remote, it is likely that every hazmat technician will encounter an incident involving radioactive material at least once in his/her career. This session will present the more advanced radiological topics relevant to hazmat technicians.
Michael Siedel, Fire/EMS Specialist, Austin (TX) Fire Department, Special Operations, and Larry Jantzen, Battalion Chief, Austin (TX) Fire Department, Special Operations

303-A: The Challenging Threats - Part 1

This in depth session will cover techniques for handling chlorine, ammonia, and propane releases. Chemical behavior, container profile, and managing the release are just a few of the topics to be discussed by three street smart instructors.
Gregory Smith, Captain, (MS), Montgomery County (MD) Fire Department, Hazardous Response Team, William Hensel, Training Coordinator, Pinetree County (TX) Fire Department, and Robert Brown, Battalion Chief (Ret.), Middletown (OH) Fire Department

304: Chemical Spill Response

This session will cover response procedures to chemical spill incidents in buildings and/or vehicles. In addition, this session will also cover recognition, safe response and emergency cooperation when presented with response to chemical spill incidents. Case studies will be used to show product identification and victim removal as well as site mitigation.
Roy Gomez, Fire/EMS, Hazardous Response Association of Hazardous Material Technicians and David Ladd, Director, Massachusetts Department of Fire Services

305: Command Decisions for Clandestine Labs/Criminal Hazmat

This presentation targets hazmat team leaders and others in emergency response whose responsibilities include committing resources to incidents involving illicit labs and criminal use of hazardous materials. Current trends, safety issues, and liability concerns will be addressed.
Eliacarin Morin, Training Specialist, TEEX

306-A: Emergency Response to Explosives - Part 1

In this session, you will hear from one of the nation's top explosive safety professionals. Instructions for emergency responders to explosives incidents will be covered in depth. *Tom Sams, Manager of Technical Services, Institute of Mines or Explosives*

307-A: Monitoring on the Fireground - Part 1

Participants will learn the need for using air monitoring at fires. Products of combustion will be reviewed and how some of the more dangerous gases commonly present can be detected. Recent findings and common practices will also be discussed.
Aaron Foster, Special Operations Chief, Columbia (SC) Fire Department, and Rob Scherer, Chief, Special Operations Division, Alameda (CA) County Fire Department

308: TRANSCAER™ Hazmat Cargo Tank Emergency Response

See description under session 211.
Ernest Harrel, Global Hazard Compliance Manager, Fire/EMS, Columbia (SC) Fire Department, Vice President, Corporate Responsible Care Coordinator, Duane Young, Radiation Compliance

309: TRANSCAER™ Chlorine Safety, CRIE and Ramifications of Table 3 in the 2012 Emergency Response Guide

This is a repeat of session 212. For more information, see description under session 212.

310: Hazmat/Fire Response Team Leader and Chemical Spill/Overhaul Operations on Company, Inc. and Other (Overhaul) Operations on Company, Inc. and Other (Overhaul) Operations on Company, Inc.

Booy Liberty, DuPont Response Team Leader and Chemical Spill/Overhaul Operations on Company, Inc. and Other (Overhaul) Operations on Company, Inc. and Other (Overhaul) Operations on Company, Inc.

311: Hazmat Decon, Decon Your Personal Property

Are you as safe and clean as you can be? This session will discuss why deconning before you go home is as important as being ready at the start of your shift.
Francis Beaul, Hazmat Technician, Prince Georges (MD) County Fire/EMS Department

312: E-Plan

E-Plan: The online hazardous materials database providing just-in-time information for the frontline first responder. E-Plan is the nation's largest database of chemical and facility hazards data with almost 400,000 facilities and over 24,000 unique chemicals. It is free, simple and easy for first responders, state and federal users.
Matthew Marshall, Lead Instructor, Cutting Edge Planning and Training

313: Developing Task Analysis

At the conclusion of this session, attendees will be able to perform a task analysis and apply analysis to the development of operational standards.
David Donahue, Director/EMA Coordinator, Franklin County (PA) Department of Emergency Services and Steve Hight, Hazardous Materials/Wild Training Program Manager, US Capitol Police Hazardous Materials Response Team

BREAKOUT SESSION

FRIDAY, JUNE 7

2:40 pm - 4:00 pm

314: Ammonia - An Average Guy's Response
Ammonia releases are one of our most common responses. This session brings a common sense response approach to an ammonia incident. The course includes chemistry, case studies, and monitoring strategies to insure a safe ammonia response.
Douglas Fish, Lieutenant, Madison (WI) Fire Department

315: Mercury Rising: Response and Detection for Mercury Incidents - Part 1
This course will prepare responders on how to handle mercury incidents. In addition, this course will cover the hazards of these major forms of mercury, along with response procedures and detection methods.
Greg Medley, Captain, Miami-Dade County (FL) Fire Rescue and Alvaro Torres, Lieutenant, Miami-Dade County (FL) Fire Rescue

316: Guidelines for Mass Casualty Decontamination During a Hazmat/WMD Incident
In April 2009, the U.S. Army Edgewood Chemical Biological Center (ECBC - Formerly SBCOM) published a report, "Guidelines for Mass Casualty Decontamination During a Hazmat/WMD Incident, Volume I and II (ECBC-SI-024)". This session will provide updates based on recent empirical data and technical information.
Stephen Diavro, Chief System Engineer, ADECOR Division, Bill Lake, Chief, Engineering Support Division, ADECOR/ECBC, and Robert Gougelet, Assistant Professor/WMD, Department of Emergency Medicine - Dental School of Medicine at Dartmouth

317: TRANSCAER™ Toxic Inhalation Hazard and Flammable Gas Overview
This is a repeat of session 221. For more information, see the description under session 221.
Nelle Shook, Global Emergency Services Associate Director, Dow Chemical Company

4:10 pm - 5:40 pm

220-C: Hazmat IQ First Responder Offensive - Part 3

This is a continuation of session 220-A. For more information, see the description under session 220-A.
Joe Gorman, Co-OwensCorning, Hazardous Waste Response, Hazardous Waste Response, Hazardous Waste Response, Hazardous Waste Response

303-B: The Challenging Threesome - Part 2

This is a continuation of session 303-A. For more information, see the description under session 303-A.
Gregory Sells, Captain, (FL), Montgomery County (MO) Hazardous Material Response Team, William Hume, Training Coordinator, Harris County (TX) Fire Marshal's Office, and Robert Brady, Battalion Chief (Ret.), Middletown (GA) Fire Department

306-B: Emergency Response to Transportation and Storage Incidents with Explosives - Part 2
This is a continuation of session 306-A. For more information, see the description under session 306-A.
Leon Sentic, Manager of Technical Services, Institute of Masters of Explosives

307-B: Monitoring on the Fireground - Part 2
This is a continuation of session 307-A. For more information, see the description under session 307-A.
Jean Krasus, Special Operations Chief, Columbia Gas (CO) Department, and Rob Schreyer, Chief, CO Department, Alameda County (CA) Fire Department

315-B: Mercury Rising: Response and Detection for Mercury Incidents - Part 2
This is a continuation of session 315-A. For more information, see the description under session 315-A.
Greg Medley, Captain, Miami-Dade County (FL) Fire Rescue, and Alvaro Torres, Lieutenant, Miami-Dade County (FL) Fire Rescue

401: Macdyver Gas Detection
This session will address getting out of "slick" gas/vapor detection situations using the sensibilities and cross-sensibilities of common gas sensors.
Chris Weiss, Senior Director of Sales and Marketing, Fenometrics USA

402: Chemical Risk
This session will examine the risk of the chemicals that you may come into contact with on the job and how to protect yourself with proper training based on the potential risks.
J. Fred Vedy, Special Operations Training Coordinator, Tucson (AZ) Fire Department

403: Cyanide Emergencies - Are You Ready for Overreacting?
Mention the family of chemicals with the last name of Cyanide and just watch the reaction. Cyanides are a common chemical widely used in industry. This session will review the properties of the various cyanides, industrial uses, safe handling, PPE, and emergency procedures for spills and fires.
Cornelius Stoltz, Emergency Management Coordinator, City of Mississippi (Ontario)

404: Hazmat HIT
When your entry team goes in, you also need a hazmat RT team standing by. This session will train you on the when and how for removing a down responder from the Hazzone.
Burch Myers, Firefighter/Hazmat Tech, Houston (TX) Fire Department

405: Demystifying the Risk Assessment of Hazardous Materials Response
Cancer rates among firefighters continue to grow. Learn how to use air monitoring equipment to determine when it's safe to operate without PPE during overhaul - the most dangerous hazardous materials event to which we all are exposed.
Sheldon "Todd" Smith, Lieutenant/Hazmat Tech, Rocksville (FL) Fire and Rescue Department

406: Scenario Based Training - Running Out of Ideas?
Scenario based training has become the most common way of training response teams to work together. But they are wrought with challenges that need to be overcome. This program will challenge you to become a better trainer by answering the tough questions.
Gene Hader, Trainer and Consultant, the Olson Group, Ock and Thomas Wells, Associate, Delta Development Group

407: After Action and Lessons Learned
Revisited-Grantville Train Derailment
This session will review a seminal event in South Carolina in 2005, combined with a lecture on the hazards of TIC and the risks they pose to the first responder community. We will evaluate the success attained in preparedness circles resulting from AALIs and the associated improvement suggestions.
John Piron, Assistant Fire Chief/Training and Special Operations, Fort Gordon (GA) Fire and Emergency Services

408: Everyone Out of the Pool
This session will identify hazards associated with surface rescue, look at means of protecting responders and pre planning for water based emergency response. We will look at decon protocols and responder safety in a marine environment.
Sean Vaughn, Firefighter/BMHA/Hazmat Specialist, Ottawa (ON) Fire Services, and Greg Lough, Emergency Manager, Metrolab/Grande

409: RECEO for Foam Operations
It is critical to take the correct initial actions as the first arriving engine responding to a flammable liquid incident. This session will teach participants how to quickly isolate and establish a low risk incident scene. In addition, participants will learn a standard process to follow and work through quick foam calculations that will prepare them for real world incidents.
Richard Miller, SME for Hazmat/Fusion Center, International Association of Fire Chiefs

410: Succession Planning for Hazardous Materials Teams
Succession planning is an essential management tool for any organization. This session will cover the principles of succession planning and how it can be incorporated into your hazmat team's future.
Jacob Holdshuld, Hazmat/WMD Instructor/Coordinator, Kenosha (WI) Fire Department

411: BLEVEs - The Problem for Emergency Responders
This presentation includes three 2012 BLEVE incidents that indicate this problem is not going away but may be growing. It describes various types of BLEVEs (hot, cold, pressurized, and non-pressurized), and new products involved. Learn what to expect and how to remain safe at an incident with BLEVE possibilities.
Gene Carlson, Training Officer, York County (PA) Hazmat Team

BREAKOUT SESSIONS

FRIDAY, JUNE 7

4:10 pm - 5:40 pm

413: GH5 - Do We All Agree Now?
The OSHA Hazard Communication Standard will soon be updated to align with the new Globally Harmonized System for Chemicals (GHS). Responders in the U.S. must become familiar with this system before they encounter it on the scene. Come learn about GHS and some tips for working with this new system.
Keith Silverman, Principle, GoldShield TEAM; and William Cullen, Principle, GoldShield TEAM

413: Research: So Much to Do, So Little Time 3:0
This session will compare and contrast the computer programs available to hazard responders and planners. Programs to be discussed include the CAMEO Suite, COBRA, CT-Analyst, HotSpot, OREISPEAC, and WISER.
Alan Kinsalestein, Assistant Fire Marshal, Strongsville (OH) Fire Department; Hazard

414: Tank Car Tank Damage Assessment
Assessing tank car damage is critical to predicting the behavior of damaged tank cars and their contents in an emergency. This presentation will introduce the assessment process, discuss the types of damage possible and factors that affect that damage, using past incidents to demonstrate concepts presented.
Charles Wright, Manager, Hazardous Materials Training, (Ireland), Union Pacific Railroad

430 pm - 6:00 pm
Breakout Session: Chemical Hazards
Enjoy how do we make the chance to network with colleagues, all while exploring the latest trends in the hazardous materials industry. This is your chance to meet one-on-one with vendors and learn the pros and cons of the hottest products on the market.

SATURDAY, JUNE 8

8:00 am - 9:20 am

501: Hazard Training - Tips, Techniques and Technical Distasters - Curbside Discussion
This session will foster interactive discussions on what works (and doesn't) in the training arena.
Michael Colton, President, Colton and Company

502: The Process - Curbside Discussion
A facilitated discussion of a panel of subject matter experts will demonstrate the "Process" that hazard technicians use to determine the appropriate path forward (i.e., IAP, ERP, decon, suit selection, etc.).
Gregory Wolf, Program Manager, South Central Tank Force; and Tony Musser, Fire Lieutenant, (Ireland), Fire Department of New York

503: Running a Team on a Budget - Curbside Discussion
This session will discuss how to deal with the constraints placed on spending and what you have to spend vs. what you should consider doing yourself.
Gene Bunker, Trainer and Consultant, The Olson Group; and Mike Emery, Assistant Emergency and Association, Inc. Administrator, Office

504: Highway Cargo Tank Damage Assessment and Emergency Response Considerations - Part 1
Highway Cargo tank incidents are one of the most frequently encountered types of hazardous materials emergencies. This interactive session will provide case histories and lessons learned from highway cargo tank incidents.
William Bond, Training Coordinator, Harris County (TX) Fire Marshal's Office

505: Meth Lab Trial Now What?
With the advent of the "one pot" method and an apparent resurgence of meth labs, responders are on the rise again. What are the actual hazards that responders are exposed to? How does that change after a fire? Are we able to handle them?
Tablar Frost, Laboratory, Lafayette Fire Department

506: As So Yours the Safety Officer - Part 1
This program discusses the responsibilities of the Hazardous Materials Safety Officer as outlined in national consensus standards. The program will outline a process of critical decision points for effectively performing these duties.
Philip Baker, Hazard Team Leader, Prince Georges County (MD) Fire and EMS Department

507: Masters Level Air Monitoring - Part 1
This is a comprehensive course on the fundamentals of handheld gas detection for use in confined space entry and hazard. It explains why we need gas detection, covers chemical properties, shows how gas detectors work and gives an understanding of exposure limits. Trainers are taught to look through the "eyes" of the gas detector to better solve gas detection problems. Detection options (tubes, O2, ELI, electrochemical, NDIR, PID, FID, MOS), sensor specifications, sampling techniques, calibration, intrinsic safety requirements and datalogging may be discussed.
Chris Wrenn, Senior Director of Sales and Marketing, EnviroNics USA

508: Suicide by Hazard - Curbside Discussion
This curbside discussion will cover hazard team tactical options when responding to suicides involving hazardous materials, incident case studies involving hydrogen sulfide, phosphine, cyanide, and helium will be covered. Topics will include incident reports, chemical properties, PPE selection, deploring air monitors, and incident termination options.
Greg Papp, Major Program Manager, Michigan State Police - Homeland Security Training Center

509: Hazard Medic - Curbside Discussion
This session will discuss and debate hazard medicine as it relates to everyday EMS calls, the use and function of the hazard medicine in non traditional roles and the training of additional personnel for these roles. We will finish with a discussion on the application of these trained individuals toward the hazard/WMD event.
Amanda Berwick, MRC/ILC Paramedic, Murphy Biologics Consultants and Associates; and Michael Murphy, MRC/ILC Paramedic, Murphy Biologics Consultants and Associates

510: How to Get Involved, Writing, Speaking and Joining - Curbside Discussion
This session will give participants the inside scoop on instructing, writing and getting involved in the hazard community.
Chad Howley, Deputy Program Manager, CSC and Rob Scripps, Chief of Special Operations, Alameda County (CA) Fire Department

511: A: TRANSCAER® Presents T4 - Taming the Tiger - Tactics and Response for Anhydrous Ammonia Including Hands On Cargo Trailer Training - Part 1
Get prepared to handle anhydrous ammonia incidents by learning the types of ammonia releases that could be encountered with various containers and transportation equipment. Discussions of control and containment tactics for both offensive and defensive operations, lessons learned will be discussed through brief case histories involving both stationary facilities and transportation incidents as well as live release training footage. Students will be able to get up close and personal with an anhydrous ammonia cargo trailer (MC-331) for some valuable hands on training with the Tiger's Transportation Tank. Get a terrific combo of both lecture and hands on training.
David Binder, Director of Quality Safety and Regulatory Affairs, former instructor, the TRANSCAER® National Tank Group; and Vogl Foster, Manager, Preparedness and Response, PerishCorp TRANSCAER® National Tank Group

512: Defensive Operations at CBRNE Incidents Using the Federal Job Aid
This workshop will prepare participants to use the FEMA Job Aid to safety and effectively respond to an incident involving CBRNE agents. A presentation along with discussions, realistic video clips and a tabletop activity will engage the participants and provide a practical approach to the use of the Job Aid.
Lloyd Hansen, Lead Instructor, Alabama Fire College; and Theodore Koyur, Program Coordinator, Alameda Fire College

513: A: TRANSCAER® ISO Container - Part 1
This session will allow participants to identify the container type, potential leak points, and what repairs are possible.
Thomas Kiefer, Dupont North America Response Manager, Du Pont De Nemours and Company, Inc.; and Barry Lindley, Dupont Response Team Leader and Chemist, Du Pont De Nemours and Company, Inc.

BREAKOUT SESSION

SATURDAY, JUNE 8

8:00 am - 9:20 am

514: Cooling System for Level A Hazmat Suits

TDA Research Inc. is a small business BandD company developing a wide range of PPE under grants from NIOSH. Our PPE BandD efforts include personal cooling, respiratory protection, and chemical/biological decontamination. This session will discuss TDA's development of personal cooling systems for first responders using hazmat suits.

Grish Stevens, Principle Engineer, TDA Research Inc.
Scott Steiner, Senior Scientist, TDA Research Inc.
Robert Gosholt, Principal Engineer and Consultant, TDA Research Inc.
David Gosholt, Principal Engineer and Consultant, TDA Research Inc.
and George Wilson, Technician, TDA Research Inc.

515: Response to Laboratory Emergencies

Emergency response capabilities can be extremely challenging. The thought can be halved scientists in white lab coats only add to the mystery and this uncertainty creates responder anxiety. The presentation will remove some of the mystery by enhancing situational assessment, risk-based decision-making, and responder safety.

Kath Stierman, Principle, Goldshield T&E, William Cullen, Principle, Goldshield T&E

517A: Recognizing and Responding to Commercial Explosives Incidents - Part 1

This session will provide students with a working knowledge of commercial explosives, incidents and proper mitigation. Explosives are sometimes misunderstood and participants with practical guidelines to safely deal with such incidents.

Albert Venerol, Instructor, AMV Associates, Inc. and Robert Gosholt, Principal Engineer and Consultant, TDA Research Inc.
and George Wilson, Technician, TDA Research Inc.

516A: TRANSCAER® Dome Assembly

Trailer - Part 1
This session will provide an overview of the various valves and fittings that can be found on most general service and pressure tank gas. A dome mobile trailer will be used to demonstrate the arrangement of these valves and fittings and point out the usual leak points. Attendees will have a chance to do hands on training on the application of a "C" Kit on the

chlorine dome and a Midland Kit on the LPG/anyxious ammonia dome assembly.

Paul B. Williams, Hazardous Materials Compliance Officer, Norfolk Southern Railway and Robert Wood, Hazardous Materials Compliance Officer, Norfolk Southern Railway

504-B: Highway Cargo Tank Damage Assessment and Emergency Response Considerations - Part 2

This is a continuation of session 504-A. For more information, see the description under session 504-A.

William Hund, Training Coordinator, Harris County (TX) Fire Marshal's Office

506-B: So You're the Safety Officer - Part 2

This is a continuation of session 506-A. For more information, see the description under session 506-A.

Phillip Baker, Hazmat Team Leader, Pinet Georgia's County (MD) Fire and EMS Department

507-B: Masters Level Air Monitoring - Part 2

This is a continuation of session 507-A. For more information, see the description under session 507-A.

Chris Wynn, Senior Director of Sales and Marketing, Envirotek USA

511-B: TRANSCAER® Pissants '14 - Training

The Tiger - Tactics and Response for Ambydous Ammonia Including Hands On Cargo Trailer Training - Part 2
This is a continuation of session 511-A. For more information, see the description under session 511-A.

David Bieda, Director of Quality, Safety and Regulatory Affairs, Tamm Industries, Inc. and TRANSCAER National Task Group and Vigil Poyke, Manager, Preparedness and Response, FortChapin/TRANSCAER National Task Group

513-B: TRANSCAER® ISO Container - Part 2

This is a continuation of session 513-A. For more information, see the description under session 513-A.

Thomas Keefer, Director, North America Response Manager, Du Pont De Nemours and Company, Inc. and Gerry Lindley, DuPont Response Team Leader and Chris Galt, Du Pont De Nemours and Company, Inc.

517-B: Recognizing and Responding to Commercial Explosives Incidents - Part 2

This is a continuation of session 517-A. For more information, see the description under session 517-A.

Albert Venerol, Instructor, AMV Associates, Inc. and Robert Wood, Battalion Chief, (Ist.) Midwestern (CT) Fire Department

518-B: TRANSCAER® Dome Assembly

Trailer - Part 2
This is a continuation of session 518-A. For more information, see the description under session 518-A.

Paul B. Williams, Hazardous Materials Compliance Officer, Norfolk Southern Railway and Robert Wood, Hazardous Materials Compliance Officer, Norfolk Southern Railway

601: Getting Into Your Crystal Ball

Understanding the interrelationship of the container, its contents, and the environment is critical to handling hazardous materials emergencies. This class will show participants how to use their experience and make more informed decisions at emergencies using a simple process of event analysis.

Chris Wynn, Manager Hazardous Materials Training, (Ist.) Union Pacific Railroad

602: Building Collapse Response and the Hazmat Tech Role

A building collapse is a dynamic rescue scene that involves a variety of disciplines working together. Hazmat techs very often find themselves in a fast paced world where they must quickly answer the questions "can we work and where?" This session will help answer that.

Joseph Gobbin, Lieutenant, West Windsor (NJ) Emergency Services/NJRTI and Jeffery Kopp, Hazmat Specialist, New Jersey Task Force 1, USAR

603: Strategies and Tactics on Boom Ops

This presentation provides advice, strategies and tactics to responders, spill planner and response for products released to waterways.

Michael Magda, Hazmat Team Leader, Western Wayne County (MI) Hazmat Response Team

604: Managing Community-wide Emergencies

This program will cover the difficulties encountered with large scale events and lessons learned from large scale incidents ranging from fires, train derailments, weather damage, and scheduled large venue event

605: Introduction to Operations Security

This workshop provides an introduction to operations security and demonstrates how adversaries collect intelligence by exploiting information available through open sources like websites, dumpster diving, eListation, etc. Participants will learn the simple OPSEC fire step process that can be used to deny adversaries critical information that must be protected.

Ken Gasko, Chief Of Special Operations (Ist.), Roanoke (VA) Fire Services and Michael Hildebrand, Consultant, Hildebrand and Wolf Associates, Inc.

607: The Art of Hazmat Risk Assessment

NFPA 472 standard is over 20 years old, yet many photos of our current operations display extensive use of Level A suits. While equipment and technologies used in hazmat response have been improved, often the default choice of Level A ensemble reflects our inability to do correct hazard assessment.

Rick Brown, Firefighter/Paramedic, Toronto (ON) Fire Services

608: TRAP (Turnouts Rescue, A Plumbing)

This presentation will help you make the right decision whether entry in Structural Firefighting Protective Ensemble (SFPE - i.e. Turnouts) during an incident involving hazardous materials or CBRN agents is appropriate or not.

Larry Jansen, Battalion Chief, Austin (TX) Fire Department, Special Operations and Michael Sautella, Fire/Hazmat Specialist, Austin (TX) Fire Department, Special Operations

609: Pediatric Hazmat: One Size Does Not Fit All

This session will address pediatric susceptibility to hazard exposure, toxicokinetics and recommended treatment, case studies, and best practices in decontamination and equipment selection. The session will conclude with a hands-on demonstration of topics presented.

Michael Helmig, Captain, City of Salem (OR) Fire Department

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Michael Helmig, Captain, City of Salem (OR) Fire Department

BREAKOUT SESSION

SATURDAY, JUNE 8

9:30 am - 1:00 pm

612: Decontamination in a Rural Setting
This session will describe the cooperative efforts of the Vermont Hazard Team, local fire departments and Homeland Security to develop and sustain a decontamination system for the entire state of Vermont. The session will discuss challenges and solutions for equipment as well as training.
Christopher Herrick, Chief, Vermont Hazard Team

613: Toxicologic Antidotes
This course will review the indications, contraindications, specific antidotes and dosing available to treat organophosphate poisoning, nerve agent poisoning, HF acid exposure, cyanide exposure and hydrogen sulfide exposure.
Mark Wedler, Battalion Chief, Oregon (OU) SF Regional Hazard Team

614: Cars Studied for Success
Cars studies provide an effective learning tool for responders and response managers. Participants will review an action plan of incidents and response decisions to learn best practices and ascertain areas for improvement.
Joseph Leonard, Commander, United States Coast Guard

9:30 am - 1:00 pm

Exhibit Hall Opens

11:00 am - 12:00 pm

700A: ID the Unknown on Exhibit Floor
Popular demand. This hands-on event is designed to provide educational experiences for responders who need to identify and classify unknown chemicals directly in the field. Teams will go head-to-head as they each try to identify unknown samples. Teams will be judged on accuracy, time and methodology. Prizes will be awarded.

1:00 am - 1:00 pm

Lunch in Exhibit Hall

2:00 pm - 3:20 pm

507-C: Masters Level Air Monitoring - Part 3
This is a continuation of session 507-A. For more information, see the description under session 507-A.
Chris Werns, Senior Director of Safety and Marketing, EnviroNet USA

701: Suicide by Hazmat
See description under session 508.
Greg Spina, National Program Manager, Michigan State Police - Hazardous Security Training Center

702: The Hazardous Materials Specialist in Urban Search and Rescue
When a disaster happens, an urban search and rescue team may be deployed. The hazmat specialist is a dynamic role and important to understand to that all first responders are prepared and can provide unified responses to disasters and major emergencies.
Mark Stano, Firefighter/EMT/Hazmat Tech, City of Norwich (CT) Fire Department

703-A: Survival in the Hot Zone - Part 1
Entry operations at hazardous materials incidents are inherently dangerous. Incidents that require the use of a Level "X" ensemble place even more dangers and constraints on personnel. As an entry team member, are you aware of the various problems that may develop and the procedures to address them?
Glenn Ruder, Trainer and Consultant, The Olson Group; Ray Bart, Harris County (TX) Hazmat; Susan Arf Smith, Lieutenant, Seattle (WA) Fire Department; Jon Juhn, Royal, Driver-Operator, Woodland (TX) Fire Department

704-A: Tox-Medic-Part 1
The HazMatQ Tox-Medic course is a specialized EMS training program designed to give medics the knowledge and confidence required to provide advanced life support care including antidote administration to patients suffering from a hazardous material exposure.
Joe Gorman, Co-Owner/Co-Creator, HazMatQ; Chris Agline, Instructor, HazMatQ; Candace Lusk, Engineer/Technician, Henderson (NV) Fire Department

2:00 pm - 3:20 pm

705: Million Dollar Training Programs
The days of the grant truck driving up and dumping a pile of cash at your firehouse are over. Learn about some low cost and even free training programs for your department. There are quite a few options available to those who know where to look.
Michael Colton, President, Colton and Company

707-A: TRANSCAER Dome Assembly Trailer - Part 1
See the description under session 518-A.
Paul Williams, Hazardous Materials Compliance Officer, Hazardous Materials Compliance Office, Norfolk Southern Railway

708: Fun With Feds - We Are Here to Help!
Oh yes, the feds are here and we know what you are thinking. The federal government has a wealth of resources that can be beneficial for you. This source will cover case studies that will enhance interagency cooperation as well as federal funding and programs for your jurisdiction.
Marsha Oshmond, Incident Management Assistant Team Leader, DHS-OS, Coast Guard and Kevin Hill, OSHA/PHS, United States Coast Guard

709: Pipeline Incidents: A Different Approach
Pipeline incidents are becoming more common. Simple action cards were made for these complex incidents and they contain all relevant information. Where are our firefighters or emergency rescue or not? There are just a few questions that can be answered after this presentation.
Edy Goumont, Conklin Fire Brigade, Guelph (Belgium); and Armandien Fire Chief, Belmont Fire Brigade (Belgium)

710: WISER and CHEM Integration - One App to Remember
NEMA will demonstrate its chemical mass casualty tool (CHEM) and its incorporation into WISER. Learn how WISER's features are now more uniform across platforms and about the incorporation of the new ERS2012.
Jeanette Piekman, Technical Information Specialist, ERIE; Dinaiger Information Management Research Center; Yuhong Laboratory of Medicine; Kenneth Hernandez, Software Architect, and Richard Brock, Director, Fire Department of Emergency Services, In Cell Safety

2:00 pm - 3:20 pm

711: Six Degrees of Freedom - Basic Air Monitoring
This session is an interactive discovery of six basic conditions for identifying the majority of hazmat events.
Yamada International, ABCALC Peritek, Murphy Beverage Consultants and Associates, and Michelle Murphy, ABCALC Peritek, Murphy Beverage Consultant and Associates

712: ATTRANSCAER Presents TA - Training The Tiger - Trailer and Response For Airborne Ammonia Including Hands-On Cargo Trailer Training - Part 1
See the description under session 511-A.
David Dindus, Director of Quality, Safety and Regulatory Affairs, Team Industries, Inc.; Paul Stiller, National Risk Group and Vigil Power, Manager, Preparedness and Response, Federal Corp./TRANSCAER National Risk Group

713: Keeping Your Exercises on the Rails 3.0
What can go wrong during an exercise or simulation? Plenty! In this interactive session, participants will learn how to identify, prevent and solve potential problems if they do occur. Four categories of problem sources will be reviewed: problems that can be solved during planning, problems that can be solved by exercise controllers, equipment and technology problems, and people problems.
Catherine Blak, Emergency Management Coordinator, City of Missouga (ON); Ken Gault, Chief Of Special Operations (ret.), Toronto (ON) Fire Services

714: Creating a System for First Responder Information Using Technology
The old way of planning for a response to a hazardous materials incident was to review SARA Title III and prepare information in hand in the public safety sector. We are able to access this information more efficiently. This training session will show you what programs are available and how to develop a system that works for each individual fire department or hazardous materials response team.
Nick Bonnell, Lieutenant, Hazardous Materials Planner, Grand Rapids (MI) Fire Prevention Bureau

BREAKOUT SESSION

SATURDAY, JUNE 8

2:00 pm - 3:20 pm

715: Inside the 2013 Edition of NFPA 473

Hazmat Medical Considerations
This session will discuss the 2013 additions to NFPA 473 Competencies for EMS Responders to Hazmat/WMD Incidents. Included are new mission specific competencies for hazmat team medics, advanced medical interventions, and carbon monoxide response.

Kevin Johnson, Senior Hazmat Officer, FBI Technical Hazmat Response Unit and Rob Schaepp, Chief, Special Operations Division, Alameda County CAL Fire Department.

716: Small Spills - It's Not The Big One But It's Still One

Small spills and releases are common occurrences but responding to them can be confusing. The better the first arriving responder understands how to size-up small spills, the more prepared they will be to respond. This workshop will present a simple tool that responders can begin using.

Keith Silverman, Principle, Goldshield TEMA, and William Cullen, Principle, Goldshield TEMA

717: Rapid Intervention Crew for the Hot Zone

This program discusses the Rapid Intervention Crew (RIC) requirements for the rescue of hazmat team members in the hot zone. Wearing chemical protective clothing (CPC), it also discusses several rescue and decontamination techniques.

Phillip Bolan, Hazmat Team Leader, Prince Georges County (MD) Fire and EMS Department

718-A1: TRANSCARBER ISO Container - Part 1

See session description under session 513.
Thomas Keefe, DuPont North America Response Manager, Du Pont De Nemours and Company, and Barry Lindley, DuPont Response Team Leader and Chemist, Du Pont De Nemours and Company, Inc.

3:30 pm - 4:50 pm

507-D: Masters Level Air Monitoring - Part 4

This is a continuation of session 507-A. For more information, see the description under session 507-A.

Chris Wynn, Senior Director of Sales and Marketing, Environmental USA

703-B: Survival in the Hot Zone - Part 2

This is a continuation of session 703-A. For more information, see the description under session 703-A.

Grant Hurd, Product and Consultant, The Clean Group, Inc., Royal Oak, MI; Rick Kline, Chief, Smith, Lieberman Regional (MA) Fire Department, and Austin Reynolds, Chief, Woodlands (TX) Fire Department

704-B: Toxic Hazmat - Part 2

This is a continuation of session 704-A. For more information, see the description under session 704-A.

Joe Gorman, Co-Owner/Co-Creator, Hazmat, Inc., and Tom Hester, Hazardous Waste Response Engineer, American Red Cross, New York

707-B1: TRANSCARBER Dome Assembly Trailer - Part 1

This is a continuation of session 707-A. For more information, see the description under session 707-A.

Paul R. Williams, Hazardous Materials Compliance Officer, Norfolk Southern Railway, and Robert Wood, Hazardous Materials Compliance Officer, Norfolk Southern Railway

712-B: TRANSCARBER Presents 14 - Taming The Tiger - Tactics and Response For Ambyxous Ammunition Including Hand On Cargo Trailer Training - Part 2

See the description under session 511-A.
David Bland, Director of Quality, Safety and Regulatory Affairs, Toner Industries, Inc./TRANSCARBER National Tank Group, and Virgil Fowler, Manager, Pre-operations and Response, Potomac/TRANSCARBER National Tank Group

718-B1: TRANSCARBER ISO Container - Part 2

This is a continuation of session 718-A. For more information, see the description under session 718-A.

Thomas Keefe, DuPont North America Response Manager, Du Pont De Nemours and Company, and Barry Lindley, DuPont Response Team Leader and Chemist, Du Pont De Nemours and Company, Inc.

801: Hazmat Tech Old vs New

See the description under session 107.
Bruce Hayes, Firefighter/Hazmat Tech, Houston (TX) Fire Department

802: Case Studies - Learning From the Past

See the description under session 105.
 Douglas Rubin, Lieutenant, Madison (WI) Fire Department

803: Technical/Special Operations During Terroform Response

See the description under session 204.
Kevin Johnson, Senior Hazmat Officer, FBI Technical Hazmat Response Unit

804: Toxic Fire Gas Monitoring During Overhaul

There has been a lot of talk about the chronic health effects associated with firefighting, particularly due to exposures encountered during overhaul. Is every fire a hazmat scene? And is every fire ground a hot zone? During this session participants will explore the hygiene monitoring of toxic gases encountered during overhaul.

Michael Swedlic, Fire/Hazmat Specialist, Austin (TX) Fire Department, Special Operations, and Larry Jantzen, Battalion Chief, Austin (TX) Fire Department, Special Operations

805: You Have a Compressed Gas Leak: What Is It and What Can You Do About It?

This session will teach participants how to identify containers, determine the product and detect leaks. An overview of the Airgas ACE website will also be discussed. Actual incidents will be reviewed to apply the knowledge gained.

David Gill, Technical Director, Airgas

806: Emergency Response to a Radiological Dispersal Device

This session will provide decision-making considerations for response to radiocactive emergencies based upon the ASTM Recommended Practice. It provides information on what to include in an ERP and what activities to conduct during a response. The session will teach participants how to identify hazards and training issues, develop a plan and what equipment to acquire.

Ray Mauerer, Lieutenant, (MA), Fire Department of New York

807: PEAC Hazmat Software

PEAC is one of the most widely used hazmat software tools on the market today. This class is designed for customers who are looking to improve their knowledge of the software and take these skills home to get the most out of PEAC in their department.

Marie Myers, Account Manager, Adiantek, Inc

808: Selection of Chemical Protective Suit for Hazmat Response

Chemical protective suit selection is often driven by hazard assessment. In this session, participants will learn how to use the DuPont SafeSPEC selection tool to safely select their own personal protective equipment.

Donald Lindell, Industrial Hygiene, DuPont Protection Technologies

SUNDAY, JUNE 9

8:00 am - 9:00 am

COMING BREAKFAST

9:00 am - 11:00 am

809: Closing General Session: Hazmat 101

This session will discuss the emergency response to the derailment of a Pechel & Louisville train on a CSX track in Louisiana, which derailed in a narrow area between a major highway and the Old River.

Included in this session are: a panel discussion including butylen glycol, butadiene, urethane, styrene, sodium cyanide, and methyl isobutyl ketone. Several eggs into the incident, an explosion and fire occurred during procedures to re-fill a butadiene car resulting in severe burns to three contractors.

An Incident Commander and a Hazmat Branch Director from the incident will discuss response to the derailment including command and control philosophies, evacuation procedures, the response to the explosion and fire eggs into incident, and the various necessary when working with the hazmat rail cargo tanks.

Eric Duffy, Assistant Chief, Incident Commander, Reserve Ridge Park (NY) Fire Department, and Dave Goldsmith, Chief, Hazmat Branch Director, Highfield (NY) Fire Department

REGISTRATION, HOTEL AND TRAVEL INFORMATION

	On or Before 5/6/13	After 5/6/13
One Day Registration	\$165	\$215
IAFC Member	\$335	\$370
Non IAFC Member	\$370	\$410

HOTEL ACCOMMODATIONS

HILTON BALTIMORE
 401 West Pratt Street
 Baltimore, MD 21201
 Phone: 443-573-8700

RESERVATIONS: 1-800-Hiltons

RATE: \$145/night plus tax.
 Please request the International Association of Fire Chiefs or Hazmat group rate.

All reservations must be made by May 6. After May 6, reservations are based on availability and current rate. Full travel and registration information, including the cancellation policy can be found online at www.iafc.org/hazmat.

HOW TO REGISTER

ONLINE: www.iafc.org/hazmat
 FAX: Complete the registration form and fax to 301-694-5124

MAIL: Complete the registration form and mail it with payment to:

IAFC
 P.O. Box 4088
 Frederick, MD 21705-4088



24 • IAFC International Hazmat Operations and Hazmat Response Conference 2013

2013 IJME SCHOLARSHIP

The IAFC and the Institute of Makers of Explosives (IME) sponsor a scholarship for a qualified hazmat response professional whose participation in this conference would not be possible without financial assistance. IJME believes that education is the best protection for those asked by our communities to put themselves in harms way.

The application deadline for this scholarship is Monday, April 15, 2013. Apply online at www.iafc.org/hazmat.

HABU Lodge Presents

Hazmat Comedy Night

Saturday, June 8 at 7:30 pm • Hilton Baltimore
 A Special Hazmat/Firefighters Comedy Night

Tickets are \$20 and will be sold during the IAFC Hazmat Conference and at the door.
 For more information call 410-274-5249.

Proceeds benefit the Chief John Eversole Endowment which is coordinated by the Yorra Leadership Development Foundation (www.yld.org)

Register at www.iafc.org/hazmat • 23

**CLAIM FOR TRAVEL REIMBURSEMENT / Post-Trip Settlement for Travel Cash Advance
BOONE COUNTY, MISSOURI**

- INSTRUCTIONS (REVIEW CURRENT TRAVEL POLICY BEFORE TRIP BEGINS)**
1. USE FORM ELECTRONICALLY, AS IT HAS IMBEDDED FORMULAS THAT WILL BE HELPFUL. OTHERWISE, TYPE OR PRINT IN INK.
 2. ENTER THE 1ST DAY OF TRAVEL ON THE FIRST LINE & THE LAST DAY OF TRAVEL ON THE VERY LAST LINE IF YOU WANT TO USE THE FORMULAS.
 3. ATTACH AN ITINERARY OR SCHEDULE OF EVENTS IF YOU ARE REQUESTING REIMBURSEMENT FOR SEMINARS, CONFERENCES OR TRAINING.
 4. ATTACH A PRINTOUT OF THE APPLICABLE CONUS PER DIEM RATES IF YOU ARE CLAIMING A PER DIEM OTHER THAN THE STANDARD CONUS PER DIEM RATE (www.gsa.gov/perdiem).
 5. USE THE MILE BREAKDOWN CHART TO OBTAIN DOLLAR AMOUNTS OF BREAKFAST, LUNCH, OR DINNER BEING SUBTRACTED.
 6. IF REQUESTING MILEAGE REIMB AND CLAIMED MILES DIFFER SIGNIFICANTLY FROM "MAPQUEST" (or something similar), PLEASE EXPLAIN.
 7. ENTER "NA" IN APPROPRIATE COLUMN FOR EXPENSES THAT WERE PAID DIRECTLY BY THE COUNTY, AND "PC" FOR EXPENSES PUT ON A P-CARD.
 8. ENTER "NA" IN APPROPRIATE COLUMN FOR EXPENSES THAT ARE NOT APPLICABLE TO THIS PARTICULAR REIMBURSEMENT CLAIM.
 9. ATTACH THIS COMPLETED FORM ALONG WITH APPROPRIATE BACKUP TO A PAYMENT REQUESTION.

NAME: Maureen Kotfas TITLE: _____ DEPARTMENT: LEPC DATE: 6/11/2013

DATE	FROM	TO	PURPOSE	PER DIEM RATE	LESS BREAKFAST included in registration or otherwise provided	LESS LUNCH included in registration or otherwise provided	LESS DINNER included in registration or otherwise provided	REMAINING REIMBURSEABLE PER DIEM	25% REDUCTION on 1st day & last Day	TOTAL MALE TO BE REIMBURSED	LODGING	AIRFARE	OTHER TRANSPORTATION (taxi, shuttle, parking, etc)	OTHER EXPENSES (Registration paid or site, other misc)	PERSONAL CAR MILES
6/5	STL	Baltimore	Food Per Diem	71				71	17.75	53.25					
6/6			Food Per Diem	71				71		71.00					
6/7			Food Per Diem	71		18		53		53.00					
6/8			Hotel					0		0.00	669.92				
6/8			Food Per Diem	71		18		53		53.00					
								0		0.00					
								0		0.00					
								0		0.00					
								0		0.00					
6/9	Baltimore	STL	Food Per Diem	71	12			59	14.75	44.25					
										2101-					
										31230					
										\$274.50	\$669.92	\$-	\$-	\$-	\$-
										2101-					
										31230					
										\$944.42					

DATE	NOTES

TOTAL REIMBURSABLE EXPENSES: \$ 944.42

REIMBURSEMENT AMOUNT REQUESTED (if less): \$ -

LESS CASH ADVANCE RECEIVED: \$ -

(Attach a copy of the check(s) for Travel Cash Advance)

BALANCE due to Traveler / OVERAGE due back to County: \$ 944.42

I do solemnly swear "or affirm" that the above claim is correct and just, that the expense was necessary to the public business of the County, that payment has been made from personal funds, that I have not been reimbursed, and that I have not received and will not receive from any source whatever any payment or any part thereof except as provided by law.

SIGNED: Maureen Kotfas DATE: 6-17-2013 APPROVED BY: _____ TITLE: Treasurer

Nicole Galloway - Ticketless Travel Passenger Itinerary

From: "Southwest Airlines" <SouthwestAirlines@luv.southwest.com>
To: <NGALLOWAY@BOONECOUNTYMO.ORG>
Date: 4/18/2013 2:06 PM
Subject: Ticketless Travel Passenger Itinerary

You're all set for your trip!



My Account | View My Itinerary Online

Check In Online

Check Flight Status

Special Offers

Hotel Deals

Car Deals

Ready for takeoff!



This e-mail contains Southwest Airlines Ticketless Travel information and is being sent to you at the request of the purchaser, Passenger, or individual responsible for arranging this air travel.



AIR Confirmation: AB68PV

Passenger(s)

CASSIL/TERRY L

WESTHOFF/DOUG W

STONE/JOHN H

KOTLAS/MAUREEN

Table with columns: Date, Flight, Departure/Arrival. Row 1: Wed Jun 5, 3492, Depart ST LOUIS MO (STL) at 12:05 PM on Southwest Airlines... Row 2: Sun Jun 9, 307, Depart BALTIMORE WASHNTN (BWI) at 2:20 PM on Southwest Airlines...

- Flew to Baltimore 6-5 + back to STL 6-9.
- Flights paid on P-card
- Took SBCFD vehicle, so no reimbursement for mileage - just parking
- car pooled
- registration previously paid on P-card
- Maureen does not have a hotel shuttle expense

What you need to know to travel:

- Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. This will secure your boarding position on your flights.
• Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.



Flight Status Alerts





U.S. General Services Administration

Search

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

FY 2013 Per Diem Rates for Maryland

(October 2012 - September 2013)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your city: Enter your ZIP Code:

OR

Per Diem Map >

- ADDITIONAL PER DIEM TOPICS**
- Meals & incidental Expenses Breakdown (M&IE)
 - FAQs
 - State Tax Exemption Forms
 - Factors Influencing Lodging Rates
 - FY 2012 Per Diem Highlights
 - Fire Safe Hotels
 - Have a Per diem Question?
 - Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website](#) (a non-federal website).

You searched for: Maryland

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**
		2012			2013									
Standard Rate	Applies for all locations without specified rates	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Aberdeen / Bel Air / Belcamp	Harford	83	83	83	83	83	83	83	83	83	83	83	83	56
Annapolis	Anne Arundel	116	101	101	101	101	101	101	116	116	116	116	116	61
Baltimore City	Baltimore City	145	145	121	121	121	145	145	145	145	145	145	145	71

<http://www.gsa.gov/portal/category/100120>



U.S. General Services Administration

[Home](#) > [Policy & Regulations](#) > [Travel and Relocation Policy](#) > [Per Diem](#) >

- [Per Diem](#)
- [Overview](#)
- [FY 2013 Highlights](#)
- [Per Diem Files \(Archived\)](#)
- [Per Diem Mobile App](#)
- [FAQ](#)
- [Have a Per Diem Question?](#)
- [M&IE Breakdown](#)
- [Factors Influencing Lodging Rates](#)
- [Fire Safe Hotels](#)
- [Per Diem Rates](#)
- [Per Diem Mobile Blackberry File Download](#)

Meals and Incidental Expenses (M&IE) Breakdown

The following table is provided for federal employees who need to deduct provided meals from their daily meals and incidental expense (M&IE) allowance. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$46 to \$71). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at www.gsa.gov/perdiem. The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers), as well as the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

M&IE Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/ Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel	\$34.50	\$38.25	\$42	\$45.75	\$49.50	\$53.25

The shortcut to this page is www.gsa.gov/mie.

Last Reviewed 2013-04-10

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HILTON BALTIMORE
 401 West Pratt Street | Baltimore, MD | 21201
 T: 443 573 8700 | F: 443 683 8841
 W: baltimore.hilton.com

NAME AND ADDRESS:
 Koflas, Maureen
 17514 HWAY Y

JAMESTOWN, MO 65046
 US

Room: 454/K1
 Arrival Date: 6/5/2013 5:49:00PM
 Departure Date: 6/9/2013
 Adult/Child: 2/0
 Room Rate: 145.00

RATE PLAN C-IAF

HI#
 AL
 BONUS AL CAR

Confirmation Number : 3519354282

6/9/2013 PAGE 1

DATE	DESCRIPTION	ID	REF. NO	CHARGES	CREDITS	BALANCE
6/5/2013	GUEST ROOM	DBAILEYFI	2282997	\$145.00		
6/5/2013	CITY TAX (R)	DBAILEYFI	2282997	\$13.78		
6/5/2013	STATE TAX (R)	DBAILEYFI	2282997	\$8.70		
6/6/2013	GUEST ROOM	DBAILEYFI	2284417	\$145.00		
6/6/2013	CITY TAX (R)	DBAILEYFI	2284417	\$13.78		
6/6/2013	STATE TAX (R)	DBAILEYFI	2284417	\$8.70		
6/7/2013	GUEST ROOM	DBAILEYFI	2285695	\$145.00		
6/7/2013	CITY TAX (R)	DBAILEYFI	2285695	\$13.78		
6/7/2013	STATE TAX (R)	DBAILEYFI	2285695	\$8.70		
6/8/2013	GUEST ROOM	DBAILEYFI	2287005	\$145.00		
6/8/2013	CITY TAX (R)	DBAILEYFI	2287005	\$13.78		
6/8/2013	STATE TAX (R)	DBAILEYFI	2287005	\$8.70		

WILL BE SETTLED TO AX *2005

\$669.92

EFFECTIVE BALANCE OF

\$0.00



Zip-Out Check-Out®

Good Morning! We hope you enjoyed your stay. With Zip-Out Check-Out® there is no need to stop at the Front Desk to check out.

- Please review this statement. It is a record of your charges as of late last evening.
 - For any charges after your account was prepared, you may:
 - + pay at the time of purchase.
 - + charge purchases to your account, then stop by the Front Desk for an updated statement.
 - + or request an updated statement be mailed to you within two business days.
- If the statement meets with your approval, simply press the Zip-Out Check-Out button on your guest room telephone. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room. Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.

DATE OF CHARGE FOLIO NO./CHECK NO.
 511334 A

AUTHORIZATION INITIAL

PURCHASES & SERVICES

TAXES

TIPS & MISC.

TOTAL AMOUNT

PAYMENT DUE UPON RECEIPT

www.iafc.org/hazmat

Powered by the IAFC



INTERNATIONAL
**HAZARDOUS
MATERIALS**

2013

Response Teams Conference

June 6-9, 2013 • Exhibits: June 7-8, 2013
Hilton Baltimore • Baltimore, Maryland

Full Conference Brochure



Presented by the IAFC in partnership with



**INTERNATIONAL
HAZARDOUS
MATERIALS**
2013
Response Teams Conference

GREAT LOCATION, UNBEATABLE VALUE.

For 30 years, hazmat teams and leaders have attended the International Response Teams Conference because it features:

- **OUTSTANDING** subject matter experts
- **UNIQUE** field trips and hands-on training opportunities
- **AN INTIMATE EDUCATION** feeling in a convenient location

ATTENDEES:

- Hazmat response teams
- Emergency planning committees
- EMS managers and planners
- Local emergency planning committees
- Maritime-industry personnel
- State emergency-response commissions
- Transportation and distribution personnel
- Counterterrorism professionals and specialists
- Environmental and emergency staff from federal facilities
- First responders from fire, EMS and law-enforcement agencies



**INTERNATIONAL
ASSOCIATION OF
FIRE CHIEFS (IAFC)**

For 140 years, the IAFC has been providing leadership to career and volunteer chiefs, chief fire officers, company officers and managers of emergency services. The IAFC represents the leadership of more than 1.2 million firefighters, and our members are the world's leading experts in firefighting, emergency medical services, terrorist response, hazardous materials, natural disasters, search and rescue, and public-safety legislation.



SCHEDULE AT-A-GLANCE

FRIDAY, JUNE 7

11:00 AM - 5:00 PM

SATURDAY, JUNE 8

8:00 AM - 11:00 AM

SUNDAY, JUNE 9

8:00 AM - 5:00 AM

- Preconference Session
- Breakout Sessions
- Opening General Session
- Lunch
- Exhibit Hall Open
- Breakout Sessions
- Networking Reception in Exhibit Hall

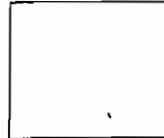
- Breakout Sessions
- Exhibit Hall Open
- Lunch
- Breakout Sessions
- Breakfast
- Closing Session

Special Thanks to the Following Conference Supporters

Baltimore City Fire Department | IAFC Industrial Fire and Safety Section
 Baltimore County Fire Department | TRANSCAPE®

PAYMENT REQUISITION BOONE COUNTY, MISSOURI

TRANS: 2013 003495



07/25/2013 08/24/2013
REQUISITION VENDOR
DATE DUE DATE

Check Routing Instructions

014894 STONE, JOHN H
VENDOR VENDOR NAME
NO.

EMPL TRAVEL EXP
BID NUMBER

Notes:

Fund / Dept	Account	Invoice Number	Customer Account Number	Amount
2101	37230	06/05-06/09/13	PER DIEM: HAZ MAT CONFERENCE BALTIMORE, MD	274.50
2101	37230	06/05-06/09/13	HOTEL: HAZ MAT CONFERENCE BALTIMORE, MD	669.92
2101	37220	06/05-06/09/13	SHUTTLE: HAZ MAT CONFERENCE BALTIMORE, MD	28.00
GRAND TOTAL :				972.42

I certify that the goods, services or charges above specified are necessary for the use of the department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.

Approving Official

Approving Official

Approving Official

Prepared By

County Commission Approval
PAGE 001 OF 001

Auditor Approval



CLAIM FOR TRAVEL REIMBURSEMENT / Post-Trip Settlement for Travel Cash Advance
BOONE COUNTY, MISSOURI

Vender 14894

- INSTRUCTIONS (REVIEW CURRENT TRAVEL POLICY BEFORE TRIP BEGINS)**
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 2. ENTER THE SET DAY OF TRAVEL ON THE FIRST LINE & THE LAST DAY OF TRAVEL ON THE VERY LAST LINE IF YOU WANT TO USE THE FORMULAR.
 3. ATTACH AN ITINERARY OR SCHEDULE OF EVENTS IF YOU ARE REQUESTING REIMBURSEMENT FOR SEEMING, CONFERENCE OR TRAINING.
 4. ATTACH A PRINTOUT OF THE APPLICABLE COUNTY PER DIEM RATES IF YOU ARE CLAIMING A PER DIEM (OTHER THAN THE STANDARD COUNTY PER DIEM RATE: www.co.mo.gov/perdiem).
 5. USE THE MILE REIMBURSEMENT CHART TO OBTAIN DOLLAR AMOUNTS OF BREAKFAST, LUNCH, OR DINNER BEING SUBTRACTED.
 6. IF REQUESTING MILEAGE REIMS AND CLAIMED MILES DIFFER SIGNIFICANTLY FROM "TRIPQUEST" (or some other tool), PLEASE EXPLAIN.
 7. ENTER "PP" IN APPROPRIATE COLUMN FOR EXPENSES THAT WERE PAID DIRECTLY BY THE COUNTY, AND "PO" FOR EXPENSES PAID ON A P-CARD.
 8. ENTER "N/A" IN APPROPRIATE COLUMN FOR EXPENSES THAT ARE NOT APPLICABLE TO THIS PARTICULAR REIMBURSEMENT CLAIM.
 9. ATTACH THIS COMPLETED FORM ALONG WITH APPROPRIATE BACKUP TO A PAYMENT REQUESTION.

NAME: John Stone TITLE: DEPARTMENT: LFPC DATE: 7/24/2013

DATE	FROM	TO	PURPOSE	PER DIEM RATE	PER DIEM PAID	PER DIEM UNPAID	PER DIEM PAID	PER DIEM UNPAID	MILEAGE	APPLICABLE	OTHER	OFFICIAL EXPENSES	PERSONAL USE
8/5	STL	Baltimore	Food Per Diem	71		71	17.75	53.26					
8/6			Shuttle to Hotel			0		0.00			28.00		
8/6			Food Per Diem	71		71		71.00					
8/7			Food Per Diem	71	18	53		63.00					
8/8			Hotel			0		0.00	689.02				
8/8			Food Per Diem	71	10	61		53.00					
						0		0.00					
						0		0.00					
						0		0.00					
						0		0.00					
30	Baltimore	STL	Food Per Diem	71	12	59	44.75	14.25					0.00
								1101	2101				0.00
								11200	71250		11220		0.566
								\$274.50	\$686.02		\$28.00		\$

DATE	NOTES

TOTAL REIMBURSABLE EXPENSES: \$ 972.42

REIMBURSEMENT AMOUNT REQUESTED (if less): \$ -

LEARN CHECK ADVANCE REIMBURSEMENT: \$ -

BALANCE Due to Traveler / DIVIDENCE due back to County: \$ 972.42

I do solemnly swear "to affirm" that the above claim is correct and just, that the expenses were necessary to the public business of the County, that I have not been reimbursed for these expenses, and that I have not received any other reimbursement for these expenses, except as provided by law.

SIGNED: *[Signature]* DATE: 7/24/13 APPROVED BY: *[Signature]* TITLE: Treasurer 7-24-13

CLAIM FOR TRAVEL REIMBURSEMENT / Post-Trip Settlement for Travel Cash Advance
BOONE COUNTY, MISSOURI

Venue: 14894

INSTRUCTIONS (REVIEW CURRENT TRAVEL POLICY BEFORE TRIP BEGINS)

1. USE FORM ELECTRONICALLY, AS IT HAS IMBEDDED FORMULAS THAT WILL BE HELPFUL. OTHERWISE, TYPE OR PRINT IN INK.
2. ENTER THE 1ST DAY OF TRAVEL ON THE FIRST LINE & THE LAST DAY OF TRAVEL ON THE VERY LAST LINE IF YOU WANT TO USE THE FORMULAS.
3. ATTACH AN ITINERARY OR SCHEDULE OF EVENTS IF YOU ARE REQUESTING REIMBURSEMENT FOR SEMINARS, CONFERENCES OR TRAINING.
4. ATTACH A PRINTOUT OF THE APPLICABLE CONUS PER DIEM RATES IF YOU ARE CLAIMING A PER DIEM OTHER THAN THE STANDARD CONUS PER DIEM RATE (www.gsa.gov/perdiem).
5. USE THE M&E BREAKDOWN CHART TO OBTAIN DOLLAR AMOUNTS OF BREAKFAST, LUNCH, OR DINNER BEING SUBTRACTED.
6. IF REQUESTING MILEAGE REIMB AND CLAIMED MILES DIFFER SIGNIFICANTLY FROM "MAPQUEST" (or something similar), PLEASE EXPLAIN.
7. ENTER "PP" IN APPROPRIATE COLUMN FOR EXPENSES THAT WERE PAID DIRECTLY BY THE COUNTY, AND "PC" FOR EXPENSES PUT ON A P-CARD.
8. ENTER "NA" IN APPROPRIATE COLUMN FOR EXPENSES THAT ARE NOT APPLICABLE TO THIS PARTICULAR REIMBURSEMENT CLAIM.
9. ATTACH THIS COMPLETED FORM ALONG WITH APPROPRIATE BACKUP TO A PAYMENT REQUISITION.

NAME: John Stone TITLE: DEPARTMENT: LEPC DATE: 7/24/2013

DATE	FROM	TO	PURPOSE	DESTINATION MILE PER DIEM RATE	LESS BREAKFAST include in registration or otherwise provided	LESS LUNCH included in registration or otherwise provided	LESS DINNER included in registration or otherwise provided	REMAINING REIMBURSABLE PER DIEM	25% REDUCTION on 1st day & Last Day	TOTAL MILE TO BE REIMBURSED	LODGING	AIRFARE	OTHER TRANSPORTATION (taxi, train, bus, etc)	OTHER EXPENSES (Registration, paid on-site, other misc)	PERSONAL CAR MILES
6/5	STL	Baltimore	Food Per Diem	71				71	17.75	53.25					
6/5			Shuttle to Hotel					0		0.00			28.00		
6/6			Food Per Diem	71				71		71.00					
6/7			Food Per Diem	71		18		53		53.00					
6/8			Hotel					0		0.00	660.92				
6/8			Food Per Diem	71		18		53		53.00					
								0		0.00					
								0		0.00					
								0		0.00					
6/9	Baltimore	STL	Food Per Diem	71	12			59	14.75	44.25					
										2101- 37230	2101- 37230	2101- 37220		0.00	
										\$274.50	\$669.92	\$28.00	\$	\$0.565	

DATE	NOTES

TOTAL REIMBURSABLE EXPENSES: \$ 972.42
 REIMBURSEMENT AMOUNT REQUESTED (if less): \$ -
 LESS CASH ADVANCE RECEIVED: \$ -
 BALANCE due to Traveler / OVERAGE due back to County: \$ 972.42

I do solemnly swear "or affirm" that the above claim is correct and just, that the expense was necessary to the public business of the County, that payment has been made from personal funds, that I have not been reimbursed, and that I have not received and will not receive from any source whatever any payment or any part thereof except as provided by law.

SIGNED: _____ DATE: _____ APPROVED BY: _____ TITLE: _____

Updated Jul-10

SuperShuttle

Call (800) BLUE-VAN at least one day
in advance for return reservations

PASSENGER RECEIPT

6/5/2013 3:14:11PM

CONF#:

ADULT: 1

CHILD: 0

STONE, JOHN

Hilton Baltimore

BALTIMORE 21201

FARE: \$ 26.00
SERVICE CHARGE: \$ 2.00
DRIVER FEES: \$ 0.00
COMPANY FEES: \$ 0.00
DISCOUNT: \$ 0.00
TIP: \$ 0.00
COMP/GIFT CERT: \$ 0.00
TOTAL DUE: \$ 28.00

PAYMENT TYPE: CASH

TOTAL PAID: \$ 30.00

CHANGE DUE: -\$2.00

THIS IS A RECEIPT
NOT VALID FOR TRANSPORTATION

DRIVER GRATUITY NOT INCLUDED IN FARE
BWI



HILTON BALTIMORE
 401 West Pratt Street | Baltimore, MD | 21201
 T: 443 573 8700 | F: 443 683 8841
 W: baltimore.hilton.com

NAME AND ADDRESS:
 STONE, JOHN
 17514 HWAY Y

JAMESTOWN, MO 65046
 US

Room: 1412/K1
 Arrival Date: 6/5/2013 4:02:00PM
 Departure Date: 6/9/2013
 Adult/Child: 1/0
 Room Rate: 145.00

RATE PLAN C-IAF
 HH#
 AL
 BONUS AL CAR

Confirmation Number: 3519354282

6/9/2013 PAGE 1

DATE	DESCRIPTION	ID	REF. NO	CHARGES	CREDITS	BALANCE
6/5/2013	GUEST ROOM	DBAILEYFI	2282722	\$145.00		
6/5/2013	CITY TAX (R)	DBAILEYFI	2282722	\$13.78		
6/5/2013	STATE TAX (R)	DBAILEYFI	2282722	\$8.70		
6/6/2013	GUEST ROOM	DBAILEYFI	2284140	\$145.00		
6/6/2013	CITY TAX (R)	DBAILEYFI	2284140	\$13.78		
6/6/2013	STATE TAX (R)	DBAILEYFI	2284140	\$8.70		
6/7/2013	GUEST ROOM	DBAILEYFI	2285427	\$145.00		
6/7/2013	CITY TAX (R)	DBAILEYFI	2285427	\$13.78		
6/7/2013	STATE TAX (R)	DBAILEYFI	2285427	\$8.70		
6/8/2013	GUEST ROOM	DBAILEYFI	2286709	\$145.00		
6/8/2013	CITY TAX (R)	DBAILEYFI	2286709	\$13.78		
6/8/2013	STATE TAX (R)	DBAILEYFI	2286709	\$8.70		

WILL BE SETTLED TO MC *6938

\$669.92

EFFECTIVE BALANCE OF

\$0.00

John Stone



Zip-Out Check-Out®

Good Morning! We hope you enjoyed your stay. With Zip-Out Check-Out there is no need to stop at the Front Desk to check out.

- Please review this statement. It is a record of your charges as of late last evening.
- For any charges after your account was prepared, you may:
 - + pay at the time of purchase.
 - + charge purchases to your account, then stop by the Front Desk for an updated statement.
 - + or request an updated statement be mailed to you within two business days.

If the statement meets with your approval, simply press the Zip-Out Check-Out button on your guest room telephone. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room. Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.

DATE OF CHARGE FOLIO NO./CHECK NO.
 511338 A

AUTHORIZATION INITIAL

PURCHASES & SERVICES

TAXES

TIPS & MISC.

TOTAL AMOUNT

PAYMENT DUE UPON RECEIPT

Nicole Galloway - Ticketless Travel Passenger Itinerary

From: "Southwest Airlines" <SouthwestAirlines@luv.southwest.com>
To: <NGALLOWAY@BOONECOUNTYMO.ORG>
Date: 4/18/2013 2:06 PM
Subject: Ticketless Travel Passenger Itinerary

You're all set for your trip!



My Account | View My Itinerary Online

Check In Online

Check Flight Status

Special Offers

Hotel Deals

Car Deals

Ready for takeoff!



This e-mail contains Southwest Airlines Ticketless Travel information and is being sent to you at the request of the purchaser, Passenger, or individual responsible for arranging this air travel.



AIR Itinerary

AIR Confirmation: AB68PV

Passenger(s)

CASSIL/TERRY L

WESTHOFF/DOUG W

STONE/JOHN H

KOTLAS/MAUREN

Table with columns: Date, Flight, Departure/Arrival. Contains flight details for Wed Jun 5 and Sun Jun 9.

Handwritten notes: Flew to Baltimore 6-5 & back to STL 6-9. Flights paid on P-card. Took SBCFD vehicle, so no reimbursement for mileage - car pooled just parking for daily only. Registration previously paid on P-card. Maureen does not have a hotel shuttle expense.

What you need to know to travel:

- Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. This will secure your boarding position on your flights.
Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.



Flight Status Alerts





U.S. General Services Administration

Search

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem > Per Diem Rates >

FY 2013 Per Diem Rates for Maryland

(October 2012 - September 2013)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your city: or Enter your ZIP Code:

FIND PER DIEM RATES

[Per Diem Map >](#)

- ADDITIONAL PER DIEM TOPICS**
- Meals & Incidental Expenses Breakdown (M&IE)
 - FACS
 - State Tax Exemption Forms
 - Factors Influencing Lodging Rates
 - FY 2012 Per Diem Highlights
 - File Safe Hotels
 - Have a Per diem Question?
 - Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website](#) (a non-federal website).

You searched for: **Maryland**

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**		
		2012	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug		Sep	
Standard Rate	Applies for all locations without specified rates	77	77	77	77	77	77	77	77	77	77	77	77	77	77	46
Aberdeen / Bel Air / Belcamp	Harford	83	83	83	83	83	83	83	83	83	83	83	83	83	83	56
Annapolis	Anne Arundel	116	101	101	101	101	101	101	101	116	116	116	116	116	116	61
Baltimore City	Baltimore City	145	145	121	121	121	145	145	145	145	145	145	145	145	145	71

<http://www.gsa.gov/portal/category/100120>



U.S. General Services Administration

Home > Policy & Regulations > Travel and Relocation Policy > Per Diem >

- Per Diem
- Overview
- FY 2013 Highlights
- Per Diem Files (Archived)
- Per Diem Mobile App
- FAQ
- Have a Per Diem Question?
- M&IE Breakdown
- Factors Influencing Lodging Rates
- Fire Safe Hotels
- Per Diem Rates
- Per Diem Mobile Blackberry File Download

Meals and Incidental Expenses (M&IE) Breakdown

The following table is provided for federal employees who need to deduct provided meals from their daily meals and incidental expense (M&IE) allowance. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$46 to \$71). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at www.gsa.gov/perdiem. The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers), as well as the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

M&IE Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/ Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel	\$34.50	\$38.25	\$42	\$45.75	\$49.50	\$53.25

The shortcut to this page is www.gsa.gov/mie.

Last Reviewed 2013-04-10

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www.iafc.org/hazmat

POWERED BY THE IAFCA



INTERNATIONAL
**HAZARDOUS
MATERIALS**

2013

Response Teams Conference

June 6-9, 2013 • Exhibits: June 7-8, 2013

Hilton Baltimore • Baltimore, Maryland

Full Conference Brochure



Presented by the IAFCA in partnership with



FIRERESCUE **FIRE CHIEF**

INTERNATIONAL HAZARDOUS MATERIALS 2013 Response Teams Conference

GREAT LOCATION, UNBEATABLE VALUE.

For 37 years, Hazmat teams and leaders have attended the International Response Teams Conference because it features:

- **OUTSTANDING** subject matter experts
- **UNIQUE** field tips and hands-on training opportunities
- **AN INTERNATIONAL LEADERSHIP** feeling in a convenient location

ATTENDEES:

- Hazmat response teams
- Emergency planning committees
- EMS managers and planners
- Local emergency planning committees
- Maritime-industry personnel
- State emergency response commissions
- Transportation and distribution personnel
- Counterterrorism professionals
- Environmental and emergency staff from federal facilities
- First responders from fire, EMS and law-enforcement agencies



INTERNATIONAL ASSOCIATION OF FIRE CHIEFS (IAFC)

For 140 years, the IAFC has been providing leadership to career and volunteer chiefs, chief fire officers, company officers and managers of emergency services. The IAFC represents the leadership of more than 1.2 million firefighters, and our members are the world's leading experts in firefighting, emergency medical services, terrorism response, hazardous materials, natural disasters, search and rescue, and public-safety legislation.

SCHEDULE AT-A-GLANCE

Pre-conference Session

8:00 am - 5:00 pm

Breakout Sessions

8:00 am - 5:00 pm

Opening General Session

8:10 am - 1:00 pm

Lunch

11:30 am - 1:00 pm

Exhibit Hall Open

11:30 am - 4:00 pm

Breakout Sessions

1:00 pm - 2:00 pm

Networking Reception in Exhibit Hall

4:30 pm - 6:00 pm

SATURDAY, JUNE 8

Breakout Sessions

6:00 am - 1:00 pm

Exhibit Hall Open

9:30 am - 1:00 pm

Lunch

11:00 am - 1:00 pm

Breakout Sessions

2:00 pm - 4:50 pm

SUNDAY, JUNE 9

Breakfast

8:00 am - 9:00 am

Closing Session

9:00 am - 11:00 am

Special Thanks to the Following Conference Supporters:

- Baltimore City Fire Department
- Baltimore County Fire Department
- IAFC Industrial Fire and Safety Section
- TRANSRAEP

PAYMENT REQUISITION BOONE COUNTY, MISSOURI



07/01/2013 07/21/2013
REQUISITION **VENDOR**
DATE **DUE DATE**

TRANS: 2013 003033

Check Routing Instructions

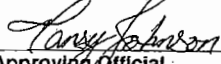
014878 WESTHOFF, DOUGLAS WARD
VENDOR **VENDOR NAME**
NO.

EMPL TRAVEL EXP
BID NUMBER

Notes:

Fund / Dept	Account	Invoice Number	Customer Account Number	Amount
2101	37230	06/05-06/09/13	PER DIEM: HAZ MAT CONFERENCE BALTIMORE, MD	274.50
2101	37230	06/05-06/09/13	PER DIEM: HAZ MAT CONFERENCE BALTIMORE, MD	669.92
2101	37220	06/05-06/09/13	SHUTTLE: HAZ MAT CONFERENCE BALTIMORE, MD	87.75
GRAND TOTAL :				1032.17

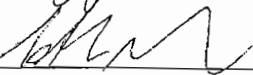
I certify that the goods, services or charges above specified are necessary for the use of the department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.



 Approving Official

 Approving Official

 Approving Official



 Prepared By

 County Commission Approval
 PAGE 001 OF 001

 Auditor Approval

CLAIM FOR TRAVEL REIMBURSEMENT / Post-Trip Settlement for Travel Cash Advance

BOONE COUNTY, MISSOURI

INSTRUCTIONS (REVIEW CURRENT TRAVEL POLICY BEFORE TRIP BEGINS)

1. USE FORM ELECTRONICALLY, AS IT HAS IMBEDDED FORMULAS THAT WILL BE HELPFUL. OTHERWISE, TYPE OR PRINT IN INK.
2. ENTER THE 1ST DAY OF TRAVEL ON THE FIRST LINE & THE LAST DAY OF TRAVEL ON THE VERY LAST LINE IF YOU WANT TO USE THE FORMULAS.
3. ATTACH AN ITINERARY OR SCHEDULE OF EVENTS IF YOU ARE REQUESTING REIMBURSEMENT FOR SEMINARS, CONFERENCES OR TRAINING.
4. ATTACH A PRINTOUT OF THE APPLICABLE CONUS PER DIEM RATES IF YOU ARE CLAIMING A PER DIEM OTHER THAN THE STANDARD CONUS PER DIEM RATE (www.ges.gov/perdiem).
5. USE THE MILE BREAKDOWN CHART TO OBTAIN DOLLAR AMOUNTS OF BREAKFAST, LUNCH, OR DINNER BEING SUBTRACTED.
6. IF REQUESTING MILEAGE REIMB AND CLAIMED MILES DIFFER SIGNIFICANTLY FROM "MAPQUEST" (or something similar), PLEASE EXPLAIN.
7. ENTER "PP" IN APPROPRIATE COLUMN FOR EXPENSES THAT WERE PAID DIRECTLY BY THE COUNTY, AND "PC" FOR EXPENSES PUT ON A P-CARD.
8. ENTER "N/A" IN APPROPRIATE COLUMN FOR EXPENSES THAT ARE NOT APPLICABLE TO THIS PARTICULAR REIMBURSEMENT CLAIM.
9. ATTACH THIS COMPLETED FORM ALONG WITH APPROPRIATE BACKUP TO A PAYMENT REQUISITION.

NAME: Doug Westhoff TITLE: 1st Lt DEPARTMENT: LEPC DATE: 6/21/2013

DATE	FROM	TO	PURPOSE	DESTINATION	PER DIEM RATE	Less BREAKFAST included in registration or otherwise provided	Less LUNCH included in registration or otherwise provided	Less DINNER included in registration or otherwise provided	REMAINING REIMBURSEABLE PER DIEM	25% REDUCTION on 1st day & Last Day	TOTAL MALE TO BE REIMBURSED	LODGING	AIRFARE	OTHER TRANSPORTATION (taxi, shuttle, parking, tolls)	OTHER EXPENSES (Registration paid on-site, other misc)	PERSONAL CAR MILES		
6/5	STL	Baltimore	Food Per Diem		71				71	17.75	53.25							
6/5			Shuttle to Hotel						0	0.00	0.00			28.00				
6/6			Food Per Diem		71				71		71.00							
6/7			Food Per Diem		71		18		53		53.00							
6/8			Hotel						0		0.00	669.92						
6/8			Food Per Diem		71		18		53		53.00							
									0		0.00							
									0		0.00							
6/9			Airport Parking						0		0.00							
6/9	Baltimore	STL	Food Per Diem		71	12			59	14.75	44.25			59.76		0.00		
											3101-31230	2101-31230	2101-31230					
											\$274.50	\$ 669.92	\$ 87.75	\$ -	\$ -	\$ -	\$ -	

DATE	NOTES

TOTAL REIMBURSABLE EXPENSES: **\$ 1,032.17**

REIMBURSEMENT AMOUNT REQUESTED (if less): **\$ -**

LESS CASH ADVANCE RECEIVED: **\$ -**

BALANCE due to Traveler/ OVERAGE due back to County: **\$ 1,032.17**

I do solemnly swear, "or affirm" that the above claim is correct and just, that the expense was necessary to the public business of the County, that payment has been made from personal funds, that I have not been reimbursed, and that I have not received and will not receive from any source whatever any payment or any part thereof except as provided by law.

SIGNED: [Signature] DATE: 26 JUNE 2013 APPROVED BY: [Signature] DATE: 6-28-13

Updated Jul-10



HILTON BALTIMORE
 401 West Pratt Street | Baltimore, MD
 T: 443 573 8700 | F: 443 683 8841
 W: baltimore.hilton.com

NAME AND ADDRESS:
 Westhoff, Doug
 17514 HWAY Y

Room: 401/K1
 Arrival Date: 6/5/2013 3:58:00PM
 Departure Date: 6/9/2013
 Adult/Child: 1/0
 Room Rate: 145.00

JAMESTOWN, MO 65046
 US

RATE PLAN C-JAF
 HH#
 AL
 BONUS AL CAR

Confirmation Number: 3519354282

6/9/2013 PAGE 1

DATE	DESCRIPTION	ID	REF. NO	CHARGES	CREDITS	BALANCE
6/5/2013	GUEST ROOM	DBAILEYFI	2282953	\$145.00		
6/5/2013	CITY TAX (R)	DBAILEYFI	2282953	\$13.78		
6/5/2013	STATE TAX (R)	DBAILEYFI	2282953	\$8.70		
6/6/2013	GUEST ROOM	DBAILEYFI	2284374	\$145.00		
6/6/2013	CITY TAX (R)	DBAILEYFI	2284374	\$13.78		
6/6/2013	STATE TAX (R)	DBAILEYFI	2284374	\$8.70		
6/7/2013	GUEST ROOM	DBAILEYFI	2285650	\$145.00		
6/7/2013	CITY TAX (R)	DBAILEYFI	2285650	\$13.78		
6/7/2013	STATE TAX (R)	DBAILEYFI	2285650	\$8.70		
6/8/2013	GUEST ROOM	DBAILEYFI	2286961	\$145.00		
6/8/2013	CITY TAX (R)	DBAILEYFI	2286961	\$13.78		
6/8/2013	STATE TAX (R)	DBAILEYFI	2286961	\$8.70		

WILL BE SETTLED TO VS *0727

\$669.92

EFFECTIVE BALANCE OF

\$0.00



Zip-Out Check-Out®

Good Morning ! We hope you enjoyed your stay. With Zip-Out Check-Out® there is no need to stop at the Front Desk to check out.

- Please review this statement. It is a record of your charges as of late last evening.
- For any charges after your account was prepared, you may:
 - + pay at the time of purchase.
 - + charge purchases to your account, then stop by the Front Desk for an updated statement.
 - + or request an updated statement be mailed to you within two business days.

If the statement meets with your approval, simply press the Zip-Out Check-Out button on your guest room telephone. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room. Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.

DATE OF CHARGE _____ FOLIO NO./CHECK NO. 511336 A

AUTHORIZATION _____ INITIAL _____

PURCHASES & SERVICES _____

TAXES _____

TIPS & MISC. _____

TOTAL AMOUNT _____

PAYMENT DUE UPON RECEIPT _____

Nicole Galloway - Ticketless Travel Passenger Itinerary

From: "Southwest Airlines" <SouthwestAirlines@luv.southwest.com>
To: <NGALLOWAY@BOONECOUNTYMO.ORG>
Date: 4/18/2013 2:06 PM
Subject: Ticketless Travel Passenger Itinerary

You're all set for your trip!



My Account | View My Itinerary Online

- Check In Online | Check Flight Status | Special Offers | Hotel Deals | Car Deals

Ready for takeoff!



This e-mail contains Southwest Airlines Ticketless Travel information and is being sent to you at the request of the purchaser, Passenger, or individual responsible for arranging this air travel.

AIR Itinerary

AIR Confirmation: AB68PV

Passenger(s)

CASSIL/TERRY L

WESTHOFF/DOUG W

STONE/JOHN II

KOTLAS/MAUREEN

Table with columns: Date, Flight, Departure/Arrival. Row 1: Wed Jun 5, 3492, Depart ST LOUIS MO (STL) at 12:05 PM on Southwest Airlines... Row 2: Sun Jun 9, 307, Depart BALTIMORE WASHNTN (BWI) at 2:20 PM on Southwest Airlines...

- Flew to Baltimore 6-5 + back to STL 6-9.
- Flights paid on P-card
- Took SBCFD vehicle, so NO reimbursement for mileage - just parking for day only
- car pooled
- registration previously paid on P-card
- Maureen does not have a hotel shuttle expense

What you need to know to travel:

- Don't forget to check in for your flight(s) 24 hours before your trip on southwest.com or your mobile device. This will secure your boarding position on your flights.
Southwest Airlines does not have assigned seats, so you can choose your seat when you board the plane. You will be assigned a boarding position based on your checkin time. The earlier you check in, within 24 hours of your flight, the earlier you get to board.



Flight Status Alerts





U.S. General Services Administration

Search

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FY 2013 Per Diem Rates for Maryland

(October 2012 - September 2013)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your city: OR Enter your ZIP Code:

- ADDITIONAL PER DIEM TOPICS**
- Meals & incidental Expenses Breakdown (M&IE)
 - FAQs
 - State Tax Exemption Forms
 - Factors Influencing Lodging Rates
 - FY 2012 Per Diem Highlights
 - Fire Safe Hotels
 - Have a Per diem Question?
 - Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website](#) (a non-federal website).

You searched for: Maryland

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**
		2012			2013									
Standard Rate	Applies for all locations without specified rates	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Aberdeen / Bel Air / Belcamp		77	77	77	77	77	77	77	77	77	77	77	77	46
Annapolis	Harford	83	83	83	83	83	83	83	83	83	83	83	83	56
Anne Arundel	Anne Arundel	116	101	101	101	101	101	101	116	116	116	116	116	61
Baltimore City	Baltimore City	145	145	121	121	121	145	145	145	145	145	145	145	71

<http://www.gsa.gov/portal/category/100120>



U.S. General Services Administration

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- Per Diem Rates
- Per Diem Mobile Blackberry File Download

Meals and Incidental Expenses (M&IE) Breakdown

The following table is provided for federal employees who need to deduct provided meals from their daily meals and incidental expense (M&IE) allowance. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

The table lists the six M&IE tiers in the lower 48 continental United States (currently ranging from \$46 to \$71). If you need to deduct a meal amount, first determine the location where you will be working while on official travel. You can look up the location-specific information at www.gsa.gov/perdiem. The M&IE rate for your location will be one of the six tiers listed on this table. Find the corresponding amount on the first line of the table (M&IE Total) and then look below for each specific meal deduction amount.

The table also lists the portion of the M&IE rate that is provided for incidental expenses (currently \$5 for all tiers), as well as the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

M&IE Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/ Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel	\$34.50	\$38.25	\$42	\$45.75	\$49.50	\$53.25

The shortcut to this page is www.gsa.gov/mie.

Last Reviewed 2013-04-10.

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INTERNATIONAL ASSOCIATION OF FIRE CHIEFS
HAZARDOUS MATERIALS

2013

Response Teams Conference

June 6-9, 2013 - Exhibits: June 7-8, 2013
Hilton Baltimore • Baltimore, Maryland

Full Conference Brochure

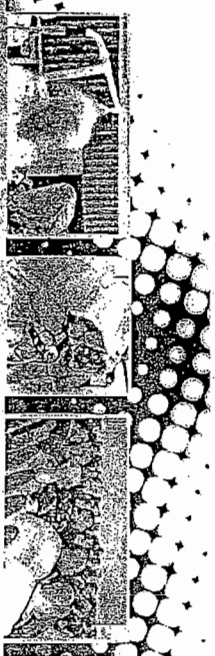


Presented by the IAFC in partnership with



INTERNATIONAL HAZARDOUS MATERIALS

2013
Response Teams Conference



SCHEDULE AT-A-GLANCE

GREAT LOCATION, UNDEVELOPED VALUE.
For 30 years, hazmat teams and leaders have attended the International Response Teams Conference because it features:

- Outstanding subject matter experts
- 2-3 day field trips and hands-on training opportunities
- An invaluable network of leading fire, EMS and hazmat professionals

ATTENDEES

- Hazmat response teams
- Emergency planning committees
- EMS managers and planners
- Local emergency planning committees
- Maritime-Industry personnel
- State emergency response commissions
- Transportation and distribution personnel
- Counterterrorism professionals and specialists
- Environmental and emergency staff from federal facilities
- First responders from fire, EMS and law-enforcement agencies



INTERNATIONAL ASSOCIATION OF FIRE CHIEFS (IAFC)

For 140 years, the IAFC has been providing leadership to career and volunteer chiefs, chief fire officers, company officers and managers of emergency services. The IAFC represents the leadership of more than 12 million firefighters, and our members are the world's leading experts in firefighting, emergency medical service, terrorism response, hazardous materials, natural disasters, search and rescue, and public-safety legislation.

Pre-conference Sessions

4:00 PM - 5:00 PM

Breakout Sessions

7:00 am - 6:00 pm

Opening General Session

8:00 am and 6:30-8:00 pm

Lunch

11:30 am - 1:00 pm

Exhibit Hall Open

7:30 am - 6:00 pm

Breakout Sessions

7:00 pm - 9:40 pm

Networking Reception in Exhibit Hall

4:30 pm - 6:00 pm

SATURDAY, JUNE 8

Breakout Sessions

8:00 am - 11:30 am

Exhibit Hall Open

9:30 am - 1:00 pm

Lunch

11:00 am - 1:00 pm

Breakout Sessions

2:00 pm - 4:50 pm

SUNDAY, JUNE 9

Breakfast

8:00 am - 9:00 am

Closing Session

9:00 am - 11:00 am

Special Thanks to the Following Conference Supporters

- Baltimore City Fire Department
- Baltimore County Fire Department
- IAFC Industrial Fire and Safety Section
- TRANSCAEP

SuperShuttle

Call (800) BLUE-VAN at least one day
in advance for return reservations

PASSENGER RECEIPT

6/5/2013 3:14:12PM

CONF#:
ADULT: 1
CHILD: 0

westhoff, doug
Hilton Baltimore
BALTIMORE 21201

FARE: \$ 26.00
SERVICE CHARGE: \$ 2.00
DRIVER FEES: \$ 0.00
COMPANY FEES: \$ 0.00
DISCOUNT: \$ 0.00
TIP: \$ 0.00
COMP/GIFT CERT: \$ 0.00
TOTAL DUE: \$ 28.00

PAYMENT TYPE: CASH
TOTAL PAID: \$ 50.00
CHANGE DUE: -\$22.00

THIS IS A RECEIPT
NOT VALID FOR TRANSPORTATION

DRIVER GRATUITY NOT INCLUDED IN FARE
BWI



Welcome!
Phone: (314) 426-4510
Look for TheParkingSpot
shuttles for pickup



1/0642 7095/170044200/008792
10:42 06/05/13 Air FIt R^s
Covered QWQ

\$ 59.75 B1FC VISA
06/09/13 16:30



The Parking Spot
10534 Natural Bridge Road
314-426-4510
Saint Louis, MO 63134

Booth 1 Fe 06/09/13 16:30
Cashier 10
Receipt 030319

Nested Parking
Standard Ticket
CVD/CVD - No. 008792
06/05/13 10:42 -
06/09/13 16:30 -
Period 4d5h49'
(V.A.T.) \$59.75

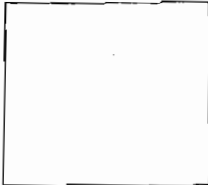
Sub Total \$59.75
V.A.T. \$0.00
Total \$59.75

Payment Received
VISA \$59.75
XXXXXXXXXXXX0727
Have a great day!

Thank you for parking
with us! Please let us
know how we are doing at
www.TPSfeedback.com

PAYMENT REQUISITION BOONE COUNTY, MISSOURI

TRANS: 2012 005947



Check Routing Instructions

11/27/2012
REQUISITION
DATE

10/26/2012
VENDOR
DUE DATE

000104
VENDOR
NO.

COUNTY OF BOONE FIRE PROTECTION DISTRICT
VENDOR NAME

TRAINING
BID NUMBER

Notes:

Fund / Dept	Account	Invoice Number	Customer Account Number	Amount
2101	37220	05/16-05/20/12	HAZMAT CONFERENCE: D. WESTHOFF TRANSPORTATION AND PARKING	621.35
2101	37200	05/16-05/20/12	HAZMAT CONFERENCE: D. WESTHOFF REGISTRATION FEES	370.00
2101	37230	05/16-05/20/12	HAZMAT CONFERENCE: D. WESTHOFF MEALS AND LODGING	1311.50
GRAND TOTAL :				2302.85

I certify that the goods, services or charges above specified are necessary for the use of the department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.

Approving Official

Approving Official

Approving Official

Prepared By

County Commission Approval

Auditor Approval



Boone County Fire Protection District
 2201 Interstate 70 Drive NW
 Columbia, MO 65202
 573-447-5000

Invoice

Date	Invoice #
10/26/2012	219

Bill To
Boone County Treasurer's Office LEPC 801 E. Walnut, Rm 205 Columbia, MO 65201-7798

P.O. No.

Quantity	Description	Rate	Serviced	Amount
1	Southwest Airlines - Round trip to Baltimore, MD - see attached	529.60	2101-37220	529.60 529.60 ✓
2	SuperShuttle - see attached	16.00	2101-37220	16.00 + 16.00 32.00 ✓
1	Registration for International HazMat Resp Team Conference - Baltimore, MD - see attached	370.00	2101-37200	370.00 370.00 ✓
4	Hilton Garden Inn: inner Harbor - see attached	248.00	2101-37230	992.00 992.00 ✓
	Per Diem for 2 travel day and 3 on-site days - see attached	319.50	2101-37230	274.50 319.50 ✓
1	The Parking Spot - see attached	59.75	2101-37220	59.75 59.75 ✓
	Cost and fees for Doug Westhoff to attend the International HazMat Response Team Conference in Baltimore, MD - May 16-20, 2012 Approved by the Boone County LEPC to attend. All documentation attached.			2258.05
	Please reimburse: Boone County Fire District 2201 I-70 Dr NW Columbia, MO 65202	0.00		0.00

Total	\$2,302.85
Payments/Credits	\$0.00
Balance Due	\$2,302.85

RECEIVED:

OCT 31 2012

TREASURER'S OFFICE

MKB
 11-26-12

Meta Kanago - Re: BCFP LEPC Invoice

From: Meta Kanago
To: Nicole Galloway
Date: 11/16/2012 2:10 PM
Subject: Re: BCFP LEPC Invoice

We'll handle as a one-time exception then and attach this e-mail as an explanation (unless you would prefer an alternative written explanation). I'll forward to your office. Thanks~MK

>>> Nicole Galloway 11/16/2012 1:09 PM >>>

The problem with not reimbursing the full amount is that BCFD will be out \$45 that was paid to the employee, that technically should be spent out of LEPC funds, not BCFD funds.

The ideal situation would be to 1) pay the employee directly to begin with and 2) not deviate from county travel policy. Unfortunately, I think in this circumstance I can see an exception, and in the future make it clear to LEPC members it can't happen again.

Nicole Galloway, CPA
Boone County Treasurer

801 E. Walnut, Rm. 205
Columbia, Missouri 65201
(573) 886-4367

>>> Meta Kanago 11/16/2012 1:02 PM >>>

Nicole,

I went over that invoice sent by the Fire District for HAZMAT training. The difference between the bill and Boone County's per diem policy is \$45. Do you see a reason to veer from County policy? My impression from our conversation was that making an adjustment would not create any issues. We would pay \$2258.05 instead of \$2302.85 (decreasing per diem by \$45.00 and increasing hotel expense \$.20 to match what was on the invoice), a difference of \$44.80. If this is okay, I'll return the invoice to you so that a pay req can be created. I'll attach the reimbursement claim form I used to do the calculations as part of the backup. You don't have to do anything with it. Let me know if I should proceed, or if we should discuss further. Thanks~MK

CLAIM FOR TRAVEL REIMBURSEMENT / Post-Trip Settlement for Travel Cash Advance

BOONE COUNTY, MISSOURI

INSTRUCTIONS (REVIEW CURRENT TRAVEL POLICY BEFORE TRIP BEGINS)

1. USE FORM ELECTRONICALLY, AS IT HAS IMBEDDED FORMULAS THAT WILL BE HELPFUL. OTHERWISE, TYPE OR PRINT IN INK.
2. ENTER THE 1ST DAY OF TRAVEL ON THE FIRST LINE & THE LAST DAY OF TRAVEL ON THE VERY LAST LINE IF YOU WANT TO USE THE FORMULAS.
3. ATTACH AN ITINERARY OR SCHEDULE OF EVENTS IF YOU ARE REQUESTING REIMBURSEMENT FOR SEMINARS, CONFERENCES OR TRAINING.
4. ATTACH A PRINTOUT OF THE APPLICABLE CONUS PER DIEM RATES IF YOU ARE CLAIMING A PER DIEM OTHER THAN THE STANDARD CONUS PER DIEM RATE (www.gsa.gov/perdiem).
5. USE THE MILE BREAKDOWN CHART TO OBTAIN DOLLAR AMOUNTS OF BREAKFAST, LUNCH, OR DINNER BEING SUBTRACTED.
6. IF REQUESTING MILEAGE REIMB AND CLAIMED MILES DIFFER SIGNIFICANTLY FROM "MAPQUEST" (or something similar), PLEASE EXPLAIN.
7. ENTER "PP" IN APPROPRIATE COLUMN FOR EXPENSES THAT WERE PAID DIRECTLY BY THE COUNTY, "PC" FOR EXPENSES PUT ON A P-CARD, & "CV" IF COUNTY VEHICLE IS USED.
8. ENTER "N/A" IN APPROPRIATE COLUMN FOR EXPENSES THAT ARE NOT APPLICABLE TO THIS PARTICULAR REIMBURSEMENT CLAIM.
9. ATTACH THIS COMPLETED FORM ALONG WITH APPROPRIATE BACKUP TO A PAYMENT REQUISITION.

NAME: BC Fire Protection District TITLE: DEPARTMENT: LEPC-CEPF Grant DATE: 5/16-5/20/12

DATE	FROM	TO	PURPOSE	DESTINATION MAKE PER DIEM RATE	Less BREAKFAST included in registration or otherwise provided	Less LUNCH included in registration or otherwise provided	Less DINNER included in registration or otherwise provided	REMAINING REIMBURSEABLE PER DIEM	26% REDUCTION on 1st day & Last Day	TOTAL MAKE TO BE REIMBURSED	LODGING	AIRFARE	OTHER TRANSPORTATION (taxi, shuttle, parking, tolls)	OTHER EXPENSES (Registration paid on- site, other misc)	PERSONAL CAR MILES
5/16				71				71	17.75	53.25	992.20	529.60	16.00	370.00	
5/17				71				71		71.00					
5/18				71		18		53		53.00					
5/19				71		18		53		53.00					
								0		0.00					
								0		0.00					
								0		0.00					
								0		0.00					
								0		0.00					
								0		0.00					
5/20				71	12			59	14.75	44.25			16.00	59.75	
										\$ 274.50	\$ 992.20	\$ 529.60	\$ 32.00	\$ 429.75	\$

TOTAL REIMBURSABLE EXPENSES: \$ 2,258.05

REIMBURSEMENT AMOUNT REQUESTED (if less): \$ -

LESS CASH ADVANCE RECEIVED:
(Attach a copy of the Receipt for Travel Cash Advance)
BALANCE due to Traveller / OVERAGE due back to County: \$ 2,258.05

CHECK BOX	DATE	NOTES (Useful Information)
Meals		
Mileage		
Airfare		
Other		
Lodging		

I do solemnly swear "or affirm" that the above claim is correct and just, that the expense was necessary to the public business of the County, that payment has been made from personal funds, that I have not been reimbursed, and that I have not received and will not receive from any source whatever any payment or any part thereof except as provided by law.

SIGNED _____ DATE _____ APPROVED BY _____ TITLE _____

Updated July-10

Travel Authorization Form

Date Submitted	22-Mar-12
Traveler Name	Douglas Westhoff
Traveler Address	10829 East St. Charles Rd Columbia, MO 65202
E-mail Alias	dwesthoff@bcfdmo.com
Phone	573-219-0679
Department	MO-TF1
Destination	Baltimore, MD
Departure Date	16-May-12
Return Date	20-May-12
Purpose of Travel	Hazardous Materials Response Teams Conference
Total Advance Requested	\$319.50
Bureau Director Signature	
Training Bureau Director Signature	
Fire Chief Signature	
Traveler Signature	
ACCOUNT	140-7725

IMPORTANT NOTICE

By signing and submitting this form you agree that the requested funds will be used for the purposes stated in this form.

Date Approved	5/3/12
Date Approved	6/3/12
Date Approved	5/3/12
Date Signed	5/9/12

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare	Southwest Airlines (BCFPD CC# 1)	\$529.60	2	\$529.60
Ground Transportation	Super Shuttle	\$16.00	2	\$32.00
Conference/Registration Fees	International HazMat Resp Team Conf(BCFPD CC #1)	\$370.00	1	\$370.00
Lodging	Hilton Garden Inn: Inner Harbor (BCFPD CC #1)	\$248.05	4	\$992.20
Meals and Tips	Travel Day 5/16 7 5/20	\$53.25	2	\$106.50
	Onsite Day 5/17, 5/18 & 5/20	\$71.00	3	\$213.00
Miscellaneous	The Parking Spot	59.75	59.75	\$0.00
				\$0.00
Grand Total				\$2,243.30

5/3/12 Per Diem to be reimbursed by LEPL

5/21 Airlines BC#1

SW ~~Per Diem~~ 59.75
JCL N/A Receipt

5/22 hotel BC#1

5/22 Super Shuttle

6/25 **POSTED**
\$35.07
SW Air
Luggage
Charge
lost receipt

6/26 **POSTED** The Parking on Down PDC Spot

2302.85

PROTECTION DISTRICT
Doug Westhoff
Date 5/3/2012 Type Bill Reference PerDiem516-20/2012

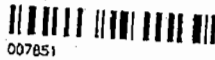
Original Amt.
319.50

5/3/2012
Discount
Balance Due 319.50
Check Amount

82235
Payment
319.50
319.50

CASH - OPERATION Hazardrous Materials Response Teams Confer

624681 (3/12)



319.50

REV 2/11

Super Shuttle

Passenger Receipt

Pickup Date: 2012/05/20 09:40
Print Date: 2012/05/20 09:04
Conf#: 5179947
Vehicle: 766
Operator # 9862

WESTHOFF
for LEPC
Name: WESTHOFF, DOUG

HILTON GARDEN INN INNER HARBOR,
DOUG
6255 PRESIDENT ST
BALTIMORE

Fare: \$13.00
Svc Chg: \$1.00
Driver Fees: \$0.00
Comp Fees: \$2.00
Disc: \$0.00
Coupon: \$0.00
Tip: \$0.00

Total: \$16.00

Pay type: Prepaid

(800) 258-3826
Book online at SuperShuttle.com
Use Discount code: V3EB9
And save 5%!

Control#: 57644426

Super Shuttle

Call (800) BLUE-VAN at least one day
in advance for return reservations

PASSENGER RECEIPT

5/16/2012 5:24:25PM

CONF#: 5179948
ADULT: 1
CHILD: 0

WESTHOFF
for LEPC

WESTHOFF, DOUG

HILTON GARDEN INN INNER HARBOR
BALTIMORE 21200

FARE: \$ 13.00
SERVICE CHARGE: \$ 1.00
DRIVER FEES: \$ 0.00
COMPANY FEES: \$ 2.00
DISCOUNT: \$ 0.00
TIP: \$ 0.00
COMP/GIFT CERT: \$ 0.00
TOTAL DUE: \$ 16.00

PAYMENT TYPE: PREPAID

TOTAL PAID: \$ 16.00



CHANGE DUE: \$ 0.00

THIS IS A RECEIPT
NOT VALID FOR TRANSPORTATION


\$ 59.75 B1FC VISA
05/20/12 14:42

➔

8/07/14 11:54
6710/170044200/047201
05/16/12 11:54
Covered
OKD

Welcome!
Thank you for parking at
The Parking Spot
shuttles for pickup



The Parking Spot
10534 Natural Bridge Road
314-426-4510
Saint Louis, MO 63134

Booth 1 Fe 05/20/12 14:42
Cashier 38
Receipt 036445

Nested Parking
Standard Ticket
CVD/CVD - No. 047201
05/16/12 11:54 -
05/20/12 14:42 -
Period 4d2h49'
(V.A.T.) \$59.75

Sub Total \$59.75
V.A.T. \$0.00

Total \$59.75

Payment received
VISA \$59.75
XXXXXXXXXXXX8911

Thank you for parking at
The Parking Spot
www.theparkingspot.com

Reserve your next spot at
www.theparkingSpot.com

SEPA

*Reimburse
from
LEDC
Business
TRIP
for
Hwy 264*

POSTED



Home > Policy & Regulations > Travel, Transportation, & Relocation > Travel Management > Per Diem > M&IE Breakdown

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- Factors Influencing Lodging Rates
- Fire-Safe Hotels
- Per Diem Rates

Meals and Incidental Expenses (M&IE) Breakdown

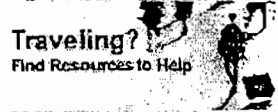
The following table shows the breakdown of continental breakfast/breakfast, lunch, and dinner components of the maximum daily reimbursement (per diem) rates for meals and incidental expenses while on travel. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) for guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government.

NOTE: The first and last calendar day of travel is calculated at 75 percent.

The M&IE rates differ by travel location. View the [per diem rate](#) for your primary destination to determine which M&IE rates apply.

M&IE Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5
First & Last Day of Travel	\$34.50	\$38.25	\$42	\$45.75	\$49.50	\$53.25

CONTACTS
 Federal Travel Discussion
 View Contact Details



RELATED GSA TOPICS
 State Tax Exemption Forms
 FedRooms®
 Travel E-mail Notification
 POV Mileage Reimbursement Rates

GOVERNMENT LINKS
 Fire Safety Information

The shortcut to this page is www.gsa.gov/me.

Last Reviewed 04/09/2012

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Also of Interest: [Data.gov](#) [FedEx](#) [GSA.gov](#) [Suggested Government Sites](#)

Tell us what you think: Was this page clear?

Yes No

X Close



Home > Policy & Regulations > Travel, Transportation, & Relocation > Travel Management > Per Diem > Per Diem Rates > Perdiem Rates Look-Up

FY 2012 Per Diem Rates for ZIP 21202

(October 2011 - September 2012)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your city Enter your ZIP Code

OR

FIND PER DIEM RATES

[Per Diem Map >](#)

ADDITIONAL PER DIEM TOPICS

- Meals & Incidental Expenses Breakdown (M&IE)
- FAOs
- State Tax Exemption Forms
- Factors Influencing Lodging Rates
- FY 2012 Per Diem Highlights
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- Downloadable Per Diem Files

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website \(a non-federal website\)](#).

The following rates apply for 21202

Primary Destination* (1)	County (2, 3)	Max. lodging by Month (excluding taxes)												Meals & Inc. Exp.**	
		2011			2012										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Baltimore City	Baltimore City	145	145	121	121	121	145	145	145	145	145	145	145	145	71

* NOTE: Traveler reimbursement is based on the location of the work activities and not the accommodations.
 ** Meals and Incidental Expenses, see Breakdown of M&IE Expenses for important information on first and last days of travel

CONTACTS

- [Additional Contacts for](#)
- [Travel Management Policy](#)

NEED MORE INFORMATION?

- [Rates for Alaska, Hawaii, U.S. Territories and Possessions \(set by DoD\)](#)
- [Rates in Foreign Countries \(Set by State Dept.\)](#)
- [Federal Travel Regulations \(FTR\)](#)

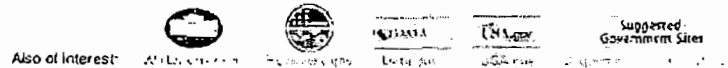
RELATED TOPICS

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- [E-Gov Travel](#)
- [FedRooms](#)
- [POV Mileage Reimbursement Rates](#)

Last Reviewed 03/20/2012



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Thank you for your purchase!

St. Louis, MO - STL to Baltimore/Washington, MD - BWI

Air

Confirmation # 40296714

St. Louis, MO - STL to
Baltimore/Washington, MD - BWI
Wednesday, May 16, 2012 - Sunday,
May 20, 2012

Air Total: \$529.60

Amount Paid
\$529.60

Trip Total
\$529.60

WED 05/16/12 - Baltimore

AIR

St. Louis, MO - STL to Baltimore/Washington, MD - BWI
05/16/2012 - 05/20/2012
Confirmation # 40296714

Adult Passenger(s)

Rapid Rewards #

DOUGLAS WESTHOF*

Subscribe to Flight Status Messaging

DEPART	02:00PM St. Louis, MO (STL) to	Flight	Wednesday, May 16, 2012
	04:55PM Baltimore/Washington, MD (BWI)	#692	Travel Time 1 h 55 m (Nonstop)
WED			
RETURN	06:20PM Baltimore/Washington,	Flight	Sunday, May 20, 2012
	MD (BWI) to	#2933	Travel Time 2 h 15 m (Nonstop)
SUN	07:35PM St. Louis, MO (STL)		

PRICE: ADULT

Trip	Routing	Fare Type View Fare Rules	Fare Details	Quantity	Total
Depart	STL-BWI	Wanna Get Away Excellent Value		1	\$249.80
Return	BWI-STL	Wanna Get Away Excellent Value		1	\$279.80

Enroll in Rapid Rewards and earn at least 3046 Points per person for this trip. Already a Member? Log in to ensure you are getting the points you deserve.

Subtotal **\$529.60**
Fare Breakdown

Carry-on Items: 1 bag + 1 Small personal Item are free, see full details.
Checked Items: First and second bags are free, size and weight limits apply

Bag Charge **\$0.00**

Air Total:
\$529.60

Gov't taxes & fees now included

5/2/12

Southwest Airlines - Purchase Confirmation

Purchaser Name Boone County Fire Protection Dist

Billing Address 2201 I-70 Dr NW
Columbia, MO 65202

Form of Payment	Amount Applied
Visa - XXXXXXXXXXXX-9083	\$529.60

Amount Paid
\$529.60

Trip Total
\$529.60

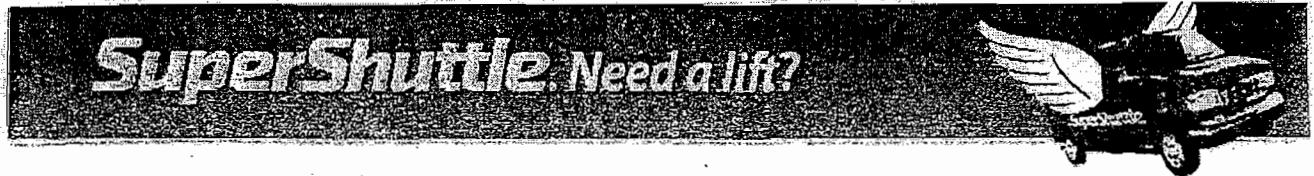


Boone County
Fire Protection
District

SuperShuttle Reservation Confirmation 5179947

reservations@supershuttle.net <reservations@supershuttle.net>
To: hcummins@bcfdmo.com

Wed, May 2, 2012 at 2:25 PM



Your reservation is complete. Claim \$10.00 Cash
Back on your next reservation with enrollment in
Webloyalty's service. See offer and billing details.

[Continue](#)

Dear DOUG WESTHOFF,
The following information summarizes your confirmed service with SuperShuttle.

Guest Information:

Address **HILTON GARDEN INN INNER HARBOR 625 S PRESIDENT ST BALTIMORE, MD 21200**
(573) 219-0679
Arrival itinerary (From the airport)
Confirmation Number: 5179948



Your reservation from the airport will help SuperShuttle better serve you and expedite your travel. Due to airport security, traffic conditions and other travel variables, your reservation does not mean there will be a van waiting for you at the curb.

Adults	1
Children	0
Service Type	SHARED RIDE VAN SERVICE (UP TO 10 PASSENGERS IN PARTY)
Airport	<u>BWI - BALTIMORE AIRPORT.</u>
Airline	SOUTHWEST AIRLINES
Flight #	692
Flight Date/Time	Wednesday, May 16, 2012 4:55 PM
Fare	\$13.00
Tip	\$0.00
Fuel surcharge	\$1.00
Booking Fees	\$2.00
Total	\$16.00

MAKE ARRANGEMENTS FOR SERVICE AT ONE OF THE SUPERSHUTTLE TICKET COUNTERS LOCATED ON THE LOWER LEVEL. THE TICKET COUNTERS ARE OPEN BETWEEN THE HOURS OF 6:00 AM AND 2:00 AM. WHEN COUNTERS ARE CLOSED CALL (888) 826-2700 FOR INFORMATION OR TO ARRANGE SERVICE. COUNTER LOCATIONS: LOWER LEVEL NEAR BAGGAGE CLAIM #1 (SOUTHWEST AIRLINES TERMINAL - PIER A); LOWER LEVEL NEAR BAGGAGE CLAIM #10 (PIER C)

Departure Itinerary (To the Airport)

Confirmation Number: 5179947
Pickup Date/Time: Sunday, May 20, 2012 3:40 PM - 3:55 PM



Our 15-minute pick-up window means that the van will normally arrive within 15 minutes of your scheduled pickup time. Please make sure that you are completely ready to go at the beginning of your scheduled pickup time window so that you will not keep other passengers waiting!



Adults	1
Children	0
Service Type	SHARED RIDE VAN SERVICE (UP TO 10 PASSENGERS IN PARTY)
Airport	<u>BWI - BALTIMORE AIRPORT</u>
Airline	SOUTHWEST AIRLINES
Flight #	2933
Flight Date/Time	Sunday, May 20, 2012 6:20 PM
Fare	\$13.00
Tip	\$0.00
Fuel surcharge	\$1.00
Booking Fees	\$2.00
Total	\$16.00
Roundtrip total fare	\$32.00

Billing

Payment Method: PREPAID CREDIT CARD
 Card type: VISA
 Card number: XXXX-XXXX-XXXX-9083

To change or cancel this reservation, please call 1-800-BLUE-VAN (255-3626).

To view our cancellation policy, click here

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<http://www.supershuttle.com>



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Hilton Garden Inn Baltimore Inner Harbor
 625 S. President Street, Baltimore, Maryland, 21202, USA
 1-410-234-0065

Reservation Confirmation # 3462583552

This reservation is non-refundable and may not be changed or cancelled. For assistance or questions about this reservation, please call Customer care at 800.560.7843.

Hotel

Hilton Garden Inn Baltimore Inner Harbor
 625 S. President Street
 Baltimore, Maryland 21202
 USA
 Phone: 1-410-234-0065

Stay Information

Arrival: Wednesday, 16 May 2012
 Departure: Sunday, 20 May 2012
 1 room for 4 nights

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out. Hotel check-in time is 3:00 pm and check-out is at 12:00 pm.

Room and Plan Selection

Room:	
1 adult	
1 KING BED	
Price (1 night x 224.10)	224.10
Price (3 nights x 211.65)	634.95
Taxes	133.15
Room Subtotal	992.22
ADVANCE PURCHASE	

Total for stay: \$992.20 USD

Guest Information

Guest name:	Douglas Westhoff
Address type:	Work
Address:	On file
Email:	On file
Phone:	On file

Room preferences: 1 King bed. Your preferences have been submitted with your reservation and are subject to hotel availability.

Payment Information

Card type:	Visa
Card number:	*****9083
Expiration:	Oct 2012



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Reservations
www.StayHGI.com or 1 877 STAY HGI

Name & Address

Westhoff, Douglas

Room 1119/K1RZ
Arrival Date 5/16/2012 6:21:00PM
Departure Date 5/20/2012
Adult/Child 1/0
Room Rate

RATE PLAN L-QO

HH#

AL:

BONUS AL: CAR:

CONFIRMATION NUMBER : 3462583552

5/20/2012 PAGE 1

DATE	DESCRIPTION	ID	REF. NO.	CHARGES	CREDITS	BALANCE
<p><i>B 992.20 Garden Inn B&B #1</i></p>						

T
H
A
N
K

Zip-Out Check-Out®

Good Morning! We hope you enjoyed your stay. With Zip-Out Check-Out® there is no need to stop at the Front Desk to check out.

- Please review this statement. It is a record of your charges as of late last evening.
 - For any charges after your account was prepared, you may:
 - + pay at the time of purchase
 - + charge purchases to your account, then stop by the Front Desk for an updated statement.
 - + or request an updated statement be mailed to you within two business days.
- If the statement meets with your approval, simply press the Zip-Out Check-Out button on your guest room telephone. Your account will be automatically checked out and you may use this statement as your receipt. Feel free to leave your key(s) in the room. Please call the Front Desk if you wish to extend your stay or if you have any questions about your account.

DATE OF CHARGE	FOLIO NO./CHECK NO. 182912 A
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	

PAYMENT DUE UPON RECEIPT

Y
O
U

PO No. 2013000074

ENCUMBRANCE - PURCHASE ORDER
BOONE COUNTY, MISSOURI
GOVERNMENT CENTER
801 E WALNUT
COLUMBIA MO 65201

DATE: 3/12/2013

VENDOR NUMBER: COLUMBIA DAILY TRIBUNE
223 PO BOX 798
COLUMBIA, MO 65205-0798

SHIP TO: LEPC-CEPF GRANT
2101 BOONE COUNTY TREASURER

SPECIAL INSTRUCTIONS:

BILL TO: LEPC-CEPF GRANT
2101 BOONE COUNTY TREASURER

<u>QTY</u>	<u>DESCRIPTION</u>	<u>LOT</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	LEPC ANNUAL PUBLIC NOTICE		133.2900	133.29
	2101 LEPC-CEPF GRANT 84300 ADVERTISING			
			<u>TOTAL AMOUNT:</u>	133.29

***** DEPARTMENT COPY *****
AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY INSTITUTION

Stephens grad impresses in 'Carousel'

A little bit of this 'n that:

Molly Denninghoff, a 2008 graduate of Stephens College, is drawing great press for her role as Julie Jordan in the Kansas City Repertory Theatre's production of Rodgers and Hammerstein's classical musical, "Carousel."

Robert Trussell, the veteran theater critic for The Kansas City Star, wrote in the March 16 edition:

"In an age of mindless consumption and omnipresent digital versions of the real world, it comes a blessing to see a show that actually wrestles with the most fundamental question of all — the meaning of life."

"The show in question is 'Carousel.' It examines weakness and desire, sin and redemption, and universal spiritual longings that have nothing to do with religion."

The play was first done two years ago at the small venue called The Living Room and was a hit with Molly as Julie and Rusty



Bill Clark

In a recent history column, Ol' Clark listed the Little Dixie Conference all-star teams from 1963. The boys' team had five members, none listed by position. Okay so far. Now the girls. I listed three defensive guards and three offensive forwards. They came out as a six-girl team, 110 positions. Sorry, editors, but in 1963, that's the way it was.

The girls' rules divided the floor into two halves — three guards on defense on one end and three forwards on offense on the other. They did not cross the center line. In case a guard was to become a forward, she had to leave the game, go to her bench, then return as a forward.

I long ago came to dislike the overpowering thump, thump of the electric bass. After it totally destroyed a brilliant concert by vibraphonist Joe Locke at a recent "We

Give me a stand-up bass or no bass at all.

Please give me a living example of arrogance.

I was parked at South Farm R-1 lake Friday, scanning a flotilla of migrating ducks, when suddenly a blue and gray Bronco pulled in front of me, half on the grass, and parked directly in my line of sight. There was a half-acre of parking lot behind us. I assumed they guy would move, but he didn't.

"Thanks for blocking my view," I said.

"You can move, buddy," was the reply. He took his fishing gear and headed to the far end of the lake. Evidently, he felt birders are meek folks who like to be intimidated.

I moved. But I also made some notes -- of a blue and gray Bronco with Missouri license plate SB5-K4*. If you know Mr. Arrogance, tell him old birders have very long memories and the complete license number.

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PUBLIC NOTICE

The Emergency Planning and Community Right-to-Know Act of 1986 requires the Local Emergency Planning Committee (LEPC) to publish information annually to inform the public of the availability of information concerning emergency response plans, chemical lists, inventory forms, toxic release forms and follow-up emergency notices with regard to hazardous chemicals in the community. Public Notice Pursuant to 42 USC §11044.

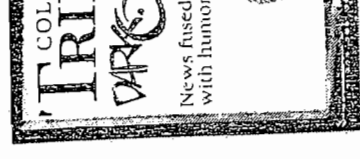
Citizens residing in Boone County can request information pertaining to hazardous materials at the Office of the City of Columbia Fire Department, located at 201 Orr Street, Columbia, Missouri between the hours of 8 a.m. and 5 p.m., Monday through Friday. Please contact Division Chief Terry Cassil, LEPC Chairperson at 573-874-7391 for further information.

COL
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To subs
delivery pr
circulation
(573)

8 a.m.
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Call (
7:30 a
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Business (57
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Photo (57
phc
Sports (57

Columbia H
"There's no such
573-875-



Lambert, Roxanne

From: tlc <tlc@gocolumbiamo.com>
Sent: Friday, July 26, 2013 9:07 AM
To: Lambert, Roxanne
Subject: Re: Full scale exercise

Roxanne
Columbia fire dept
Boone county fire
University hospital ambulance
University environmental health and safety Boone county emergency management Public safety joint communications
University police MURR emergency response team Boone county LEPC University public information office

After action to follow

Sent from my iPhone

On Jul 25, 2013, at 6:44 PM, "Lambert, Roxanne" <NL0694@gates.com> wrote:

- > Terry,
- > Please send a list of participants and the after action report for the MU Reactor exercise.
- > Thanks,
- > Roxanne
- >
- > Sent from my iPhone

MURR Post Emergency Drill Meeting

MURR Large Conference Room

July 2, 2013

MURR Attendees: John Fruits, Reactor Manager; Carl Herbold, Assistant Reactor Manager-Operations; Greg Gunn, Assistant Reactor Manager-Training and Ron Dobey, Health Physics Manager

Off-Site Attendees: Jay Hamner, MU Hospitals & Clinics; Eric Mills, MU Hospitals & Clinics; Jack Crawford, MU EH&S; Doug Schwandt, MUPD; Brian Weimer, MUPD; and Terry Cassil, Columbia Fire Department

The biennial MURR emergency drill involving off-site support organizations was held on June 17, 2013. The drill tested, at a minimum, the communication link and notification process with the Emergency Support Organizations.

The drill occurred at approximately 10:30 a.m. in Lab 2010 of the North Office Addition (NOA). The scenario was a heat lamp overheating causing a fire. An individual in the lab attempted to secure the lamp, but came into contact with a sharp object on the mini-cell and suffered a laceration to the right forearm. The individual was unable to secure the unit and the room filled with smoke. A second individual assisted the injured person from the lab and notified the control room. The lab became inaccessible due to the heavy smoke; first responders were unable to extinguish the fire. The increase in lab temperature was insufficient to cause sprinkler system activation. Minimal radioactive contamination of the laboratory and adjacent areas were present, both individuals had approximately 1000-2000 dpm general contamination on their persons. A 911 call was made and a facility evacuation was initiated.

The drill responsibilities were met by all organizations. The Columbia Fire Department (CFD) extinguished the fire. They also did an excellent job in providing initial first aid to the injured person. CFD also established the decontamination station and prepared the injured person for transport to the hospital. The MU Police Department (MUPD) controlled access to the facility and ensured that all non-University news media was kept away from the drill area. The MU Hospital provided transportation of the injured person to the hospital and simulated medical treatment. MU Environmental Health & Safety (EH&S) provided assistance with the transporting and contamination control of the injured person. The MU News Bureau provided information pertaining to the drill and controlled of information to the news media.

Drill Timeline Highlights

The Control Room immediately sent an operator to the scene for an assessment. The Control Room contacted the MURR EMT staff member and directed him to the scene. The injured person was relocated outside the front lobby prior to the EMT arriving on the scene. A facility evacuation was initiated within six minutes of notification of the event. The FEO was assembled in the front lobby.

The CFD arrived on scene quickly. The Emergency Director relocated to the Incident Command Center approximately fifteen minutes after initiation of the facility evacuation. The facility was verified clear of all individuals within 17 minutes. The CFD extinguished the fire within 21 minutes of drill initiation. The drill was secured after verification of the facility evacuation and contacts were made with the NRC Operations Center, State Emergency Management Agency, MU Radiation Safety Office, MUPD, MU News Bureau and American Nuclear Insurers.

Identified Areas for Possible Improvement

- The MURR EMT was dispatched to the scene; however the injured person had been relocated outside the front lobby.
- MURR staff did not always evacuate through the nearest safe exit.
- MURR needs to update procedures to include personnel surveys for injured and/or contaminated personnel.
- MURR needs to bring facility maps and manuals to the Incident Command Center.
- MURR will consider additional radios for the Health Physics group.
- MURR staff needs to accurately listen to announcements and act accordingly. In this drill, 'stay clear of the area' did not indicate an immediate facility evacuation; however personnel began evacuating the facility after the first announcement.
- The CFD stressed that Columbia Joint Communication Center should contact the CFD and MUPD immediately after receiving the 911 call.
- There was some confusion regarding the location of the decontamination staging area.

Identified Strong Areas

- The CFD applauded all Emergency Support Organizations for arriving at the scene quickly to perform in their areas of expertise.
- There was good coordination between Emergency Director, Health Physics Manager and Emergency Support Organizations.
- There was excellent turnover of the injured person between MURR EMT, CFD EMT and ambulance personnel. The minor contamination did not interfere with treatment of the injured person or fighting the fire.
- CFD personnel did an excellent job in setting up decontamination station and handling of contaminated personnel.
- All notifications to support organizations were completed without simulation.

Additional Drill Comments

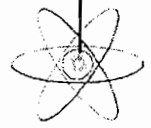
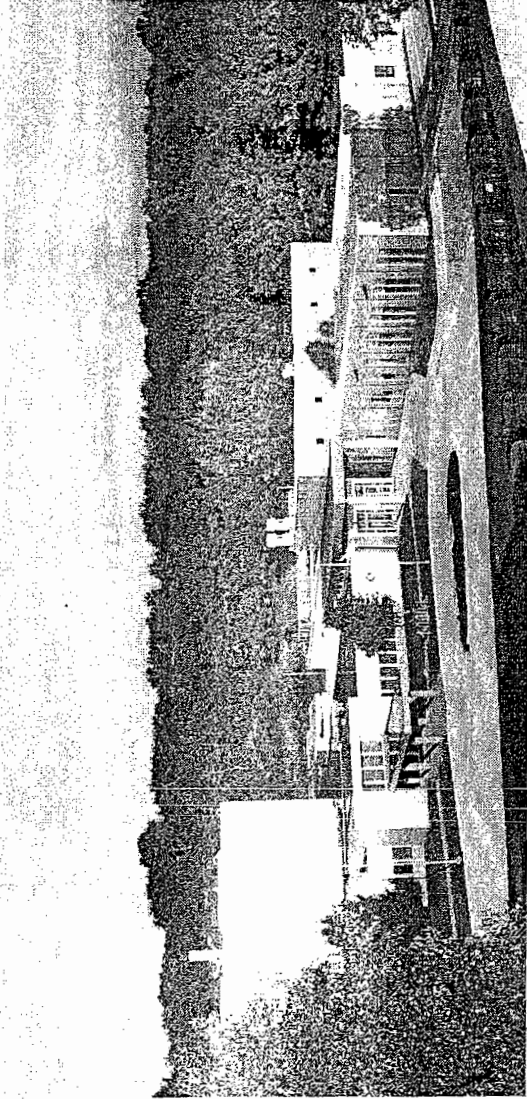
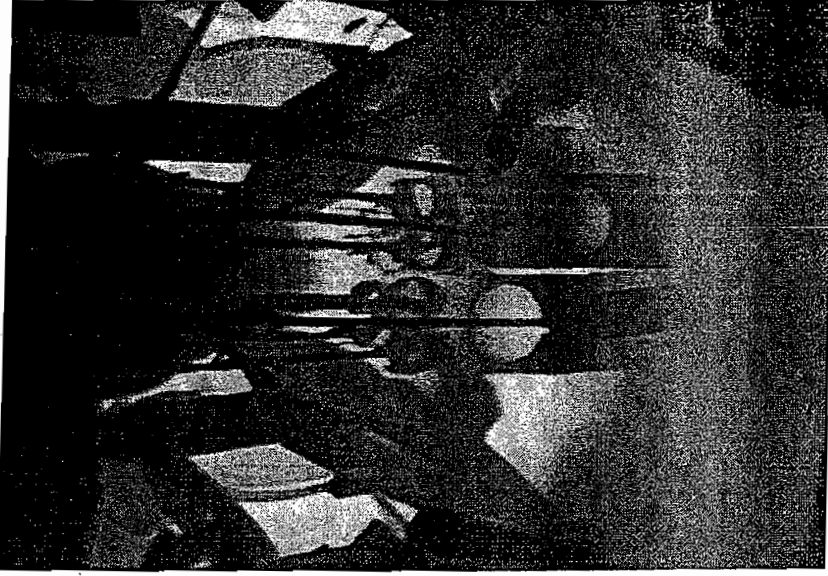
The decontamination efforts of injured/contaminated individuals depends upon the severity of the injury. It is the responsibility of MURR Health Physics and EH&S personnel to determine the extent of the contamination and make recommendations as to which takes precedence. For almost all cases, the injury taking precedence over decontamination efforts. If the contamination can be contained on-site, donning minor PPE gear would be acceptable before transporting the individual to the MU Hospital.

The MU News Bureau reminded MURR management that with today's technology a great deal of information is disseminated very quickly through unofficial channels (Twitter, Facebook, etc.). MURR should be prepared to give out as much information as possible as quickly as possible to the MU News Bureau in order to better control the quality of information and minimize the amount of misinformation.

Overall, the drill went quite well. All groups worked together in a cohesive manner.

MURR would like to thank all members of the ESO for their support during this drill, and also for their continued support in the future should an event such as this occur. We would like to offer our assistance if others groups would like to pursue other training opportunities in the future.

University of Missouri Research Reactor Emergency Preparedness Post Drill Critique



MURR

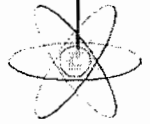
*Bringing quality nuclear research, education
and service to a global community*

Drill Requirements

On June 17, 2013, an action drill was held at MURR, in accordance with MURR Emergency Procedure – EP-RO-003, “Emergency Preparedness Training.” The drill was successfully completed with respect to Section 8.2 “Maintaining Emergency Preparedness – Drills” of the “Emergency Plan for the University of Missouri Research Reactor Facility.”

The following items have been identified as criteria for a successful action drill:

- Implementation of the Facility Emergency Organization
- Initiation of a Facility Evacuation
- Communications with the Emergency Support Organizations



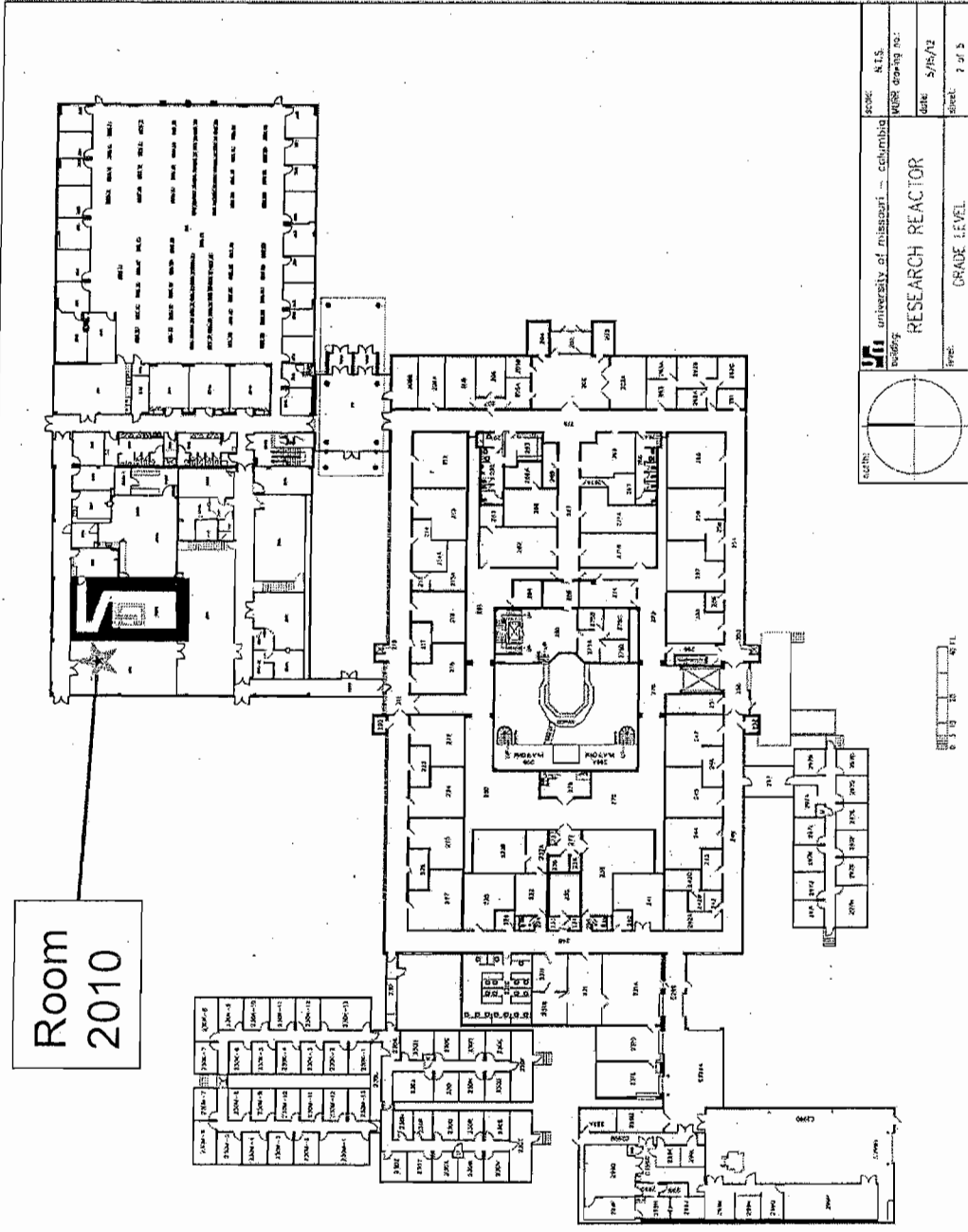
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Drill Scenario

In the scenario, a fire started by the malfunction of a heat lamp in Laboratory Room 2010. While exiting the room, an individual sustained a moderate laceration and contamination to their right forearm. A second individual became contaminated and required decontamination. The Control Room was contacted and attempted to extinguish the fire, but was unsuccessful in entering the room. A 911 call was placed and a facility evacuation was initiated.



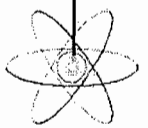


Room
2010

 university of missouri - columbia Research Reactor	SCHEM: N.T.S. MUR drawing no.:
	date: 5/15/12 sheet: 1 of 5



MUR
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 and service to a global community



Drill Overview Timeline

- 1030 - Drill commenced in lab 2010, Control Room notified
- 1034 - Operator at the scene
- 1035 - Joint Communications Center contacted via 911
- 1036 - Facility Evacuation initiated
- 1041 - CFD met at south gate by Emergency Director
- 1045 - CFD at the rear NOA doors
- 1051 - All notifications completed
- 1053 - Emergency Director relocated to Incident Command Bus
- 1054 - Fire reported extinguished
- 1103 - EH&S personnel arrived
- 1122 - Injured individual transported to University Hospital w/survey
- 1123 - Secured from drill



Drill Responsibilities

Columbia Fire Department:

- Served as the command and control center
- Combated the fire
- Provided initial first aid to the injured individual

MU Police Department:

- Controlled access to the facility

Drill Responsibilities

MU Hospital:

- Provided an ambulance to transport the injured person to the hospital.
- Provided medical treatment for the injured person.

MU News Bureau:

- Released necessary information about the emergency situation to the news media and the public.



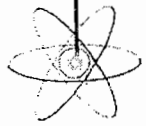
Drill Responsibilities

MU Environmental Health & Safety:

- Assisted CFD and MURR Staff in personnel decontamination efforts and assisted the injured person into the ambulance.
- Escorted the injured/contaminated person to the hospital.

MURR Comments

- MURR EMT dispatched to the scene, injured personnel taken outside of the front lobby
- MURR staff are to evacuate through the nearest safe exit
- MURR needs to update procedures to include personnel surveys for injured/contaminated persons
- MURR needs to bring maps/manuals to Incident Command Center
- Consider additional radios for Health Physics
- MURR Staff need to accurately listen to announcements and act accordingly. “Stay Clear” does not mean “Facility Evacuation.”

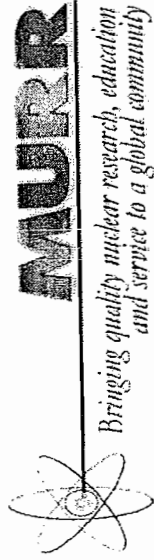
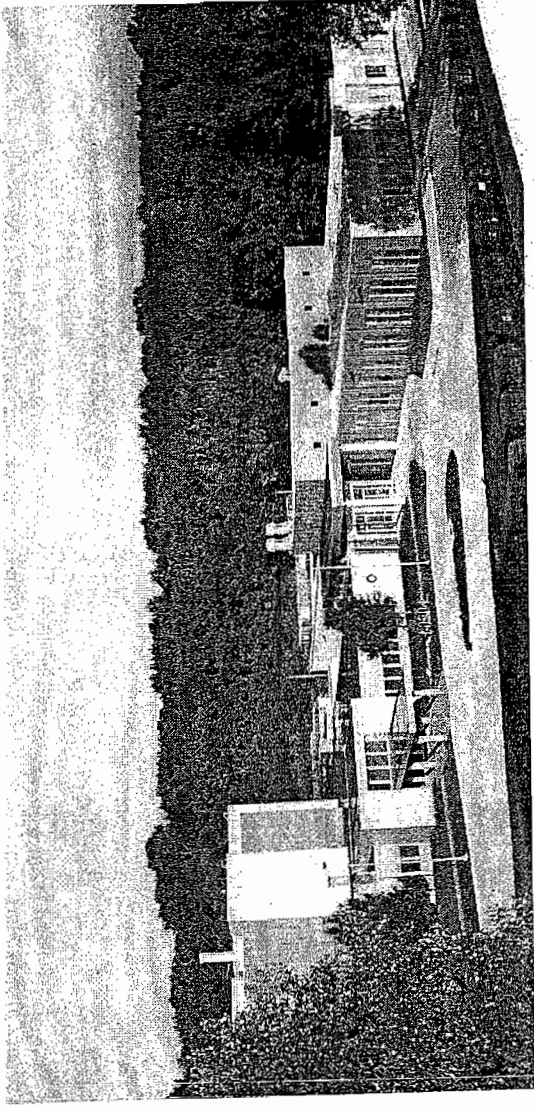


ESO Comments

We depend on your evaluation of MURR to improve our interactions with each other as members of the ESO.

We welcome your comments about the drill.

Thank you to everyone for their
time and effort in support of
MURR and ensuring the safety
of our community



**Boone County
Local Emergency Planning Committee
Meeting Minutes
April 17, 2013**

The Boone County Local Emergency Planning Committee met at 1:30 p.m. on April 17, 2013 at the Boone County Fire District Office. The attendees were: Roger Giles, MU Environmental Health & Safety; Doug Westhoff, Vice-Chair, Boone County Fire Protection District; Terry Cassil, Chairman, City of Columbia Fire Dept.; Lynn Behrns, City of Centralia; Eric Brown, Quaker Oats; John Wulff, Kraft Foods; Maureen Kotlas, MU Environmental Health & Safety; Nicole Galloway, Boone County and LEPC Treasurer; John White, Columbia Public Schools; Kurt Doolady, Boone County Fire Protection District; Eric Stanek, Kraft Foods; Sarah Rainey, Columbia/Boone County Health; and Roxanne Lambert, Secretary, Gates Corp.

Terry Cassil called the meeting to order. Introductions were made.

Terry Cassil called for the approval of the January 16, 2013 minutes. Roger Giles moved to accept the minutes. Kurt Doolady seconded. No discussion and the motion passed.

The treasurer's report from July 2011 to current was presented. Doug Westhoff moved to accept the report. Maureen Kotlas seconded the motion, and the motion passed.

Old Business

The subcommittee has completed the review of Annex H. Lynn Behrns asked if there was a better source for a pipeline map for Annex H. Doug Westhoff looked at the Missouri Pipeline Association website. The website had four pipelines but no map. Doug will send the updated Annex H for final comment.

Roxanne reported that the 8-hour HAZWOPER Refresher will be April 30, 2013 from 8:00 a.m. to 5:00 p.m. with a break for lunch. The training will be in the Northwest Training Room.

Terry Cassil offered Level A HazMat Training suits. MU Fire Rescue and Training has extra training suits. Roger Giles said that MU EHS needed some to replace the suits used in the 2012 8-hour HAZWOPER Training.

Terry reported that subcommittee for the full scale exercise had not met, but that he would schedule a meeting with the subcommittee.

Roxanne reported that the Annual Public Notice was published in the Columbia Daily Tribune on Wednesday, March 20, 2013. She shared the page from the newspaper with the notice.

New Business

Terry shared that the CEPF Grant Application due date was May 15, 2013, but that Roxanne had requested an extension to August 31, 2013 to allow for LEPC approval at the next meeting. The new format of the application developed by Mimi Diaz is much easier to generate than in years past.

The LEPC will send four attendees to the International Hazardous Materials Conference in Baltimore. They are Terry Cassil, Doug Westhoff, John Stone, and Maureen Kotlas. They will work with Nicole to complete the forms.

Announcements

Terry Cassil thanked John Wulff and Roger Giles for their years of participation in the LEPC as they are retiring.

The next LEPC meeting will be on July 17, 2013 at the City of Columbia Fire Training Academy at 700 Big Bear Boulevard.

Roxanne shared a 2013 calendar sent by Allen Safety, the trainer from the 2012 8-hour HAZWOPER Refresher class. The calendar contained pictures from the training class.

With no other business for the LEPC, Doug Westhoff moved to adjourn the meeting. John Wulff seconded and the meeting adjourned.

Respectfully Submitted

Roxanne Lambert

**Boone County
Local Emergency Planning Committee
Meeting Minutes
July 17, 2013**

The Boone County Local Emergency Planning Committee met at 1:30 p.m. on July 17, 2013 at the Columbia Fire Training Academy. The attendees were: Chris Pearman, MU Environmental Health & Safety; Doug Westhoff, Vice-Chair, Boone County Fire Protection District; Terry Cassil, Chairman, City of Columbia Fire Dept.; Lynn Behrns, City of Centralia; Eric Stanek, Kraft Foods; Jack Crawford, MU Environmental Health & Safety; Marc Carr, Boone Hospital EMS; Sarah Albers, Boone County Office of Emergency Management; Josh Creamer, Boone County Office of Emergency Management; Misti Reynolds, Boone County Office of Emergency Management; and Roxanne Lambert, Secretary, Gates Corp.

Terry Cassil called the meeting to order. Introductions were made.

Terry Cassil called for the approval of the April 17, 2013 minutes. Jack Crawford moved to accept the minutes. Lynn Behrns seconded. No discussion and the motion passed.

The treasurer's report from July 2011 to current was presented. Some of the expenditures from the recent International HazMat Conference in Baltimore, Maryland were still outstanding so the report was not current. The report was discussed but not approved.

Old Business

Doug Westhoff questioned Josh Creamer if the Annex format would change to the Emergency Support Function (ESF) format. Josh said not at this time. There is a timing issue of coordination of the plans from various agencies. Josh said it may only be a title change, not a format change. Doug said he would send a copy of Annex H to Roxanne for inclusion in the CEPF Grant

Terry reported that there are plans for a full scale exercise at the airport. There may be a small hazmat component with decontamination activities. Terry will report at a later date when the exercise planning is further along.

Terry and Doug reported on the International HazMat Conference that they attended in Baltimore, Maryland. Both attended many classes, but the most informative was the HazMat IQ class. The HazMat IQ concept uses categories to evaluate a hazmat incident and the associated hazards to determine proper protective equipment and response. Terry also shared new concepts in decontamination methods and equipment that he saw demonstrated.

New Business

Roxanne presented the proposed activities and budget for the next fiscal year that are included in the CEPF Grant Application. The application also includes meeting minutes, Annex H, expenditure receipts, and exercise documentation. Lynn Behrns moved to accept the CEPF Grant Application. Jack Crawford seconded, and the motion passed.

An 8-hour HazMat IQ class will be held on both August 23 and 24, 2013. The location will be at the Boone County Fire District Northeast Classroom. Doug will email the information to Roxanne to distribute to the LEPC for registration.

Announcements

Terry shared that he and Roxanne will attend the Region 7 LEPC Conference in Overland Park, Kansas on July 25 – 27, 2013. The Boone County LEPC will be awarded the Outstanding Large LEPC Award during the Awards Luncheon on the last day.

The Boone County Commission will hold a press conference on August 6, 2013 to announce the receipt of the Outstanding Large LEPC Award and to recognize the long time participation of John Wulff and Roger Giles in the LEPC.

The next LEPC meeting will be on October 16, 2013 at the Boone County Fire District Headquarters.

With no other business for the LEPC, Terry adjourned the meeting.

Respectfully Submitted

Roxanne Lambert

DAVID WULF

Boone County LEPC-Membership List 2013



Presiding Commissioner Signature _____ Date _____

Last Name	First Name	Organization	Address	Telephone
Alexander	Genalee	Columbia/Boone County Health Department	1005 W. Worley Columbia, MO 65201	573-817-6401
Asbury	Sherrie	State Farm Insurance Company	4700 S. Providence Road Columbia, MO 65217	
Atwill	Dan	Boone County Government - Commissioner	801 E. Walnut Columbia, MO 65201	573-886-4306
Behrns	Lynn	City of Centralia	114 S. Rollins Street Centralia, MO 65240	573-682-2139
Bone	Charles	3M Company	5400 Paris Road Columbia, MO 65202	573-886-1427
Brown	Eric	Quaker Oats	4501 Paris Road Columbia, MO 65202	573-474-5309
Burton	Ken	City of Columbia Police Chief	600 E. Walnut Street Columbia, MO 65201	573-874-7404
Campbell	Janis	State Farm Insurance Company	4700 S. Providence Road Columbia, MO 65217	573-499-2131
Carey	Dwayne	Boone County Sheriff Department	2121 County Drive Columbia, MO 65202	573-875-1111

Last Name	First Name	Organization	Address	Telephone
Carr	Marc	Boone Hospital Center Ambulance Service	1600 E. Broadway Columbia, MO 65201	573-815-3877
Cassil	Terry	Columbia Fire Department	201 Orr Street Columbia, MO 65201	573-874-7391
Coleman	Tony	Stephens College	1200 E. Broadway Columbia, MO 65201	573-876-7202
Crawford	Jack	University of Missouri EH&S	#8 Research Park Dev. Bldg. Columbia, MO 65211	573-882-0931
Davis	Dan	ABC Labs	4780 Discovery Drive Columbia, MO 65201	573-777-6245
Galloway	Nicole	Boone County Government - Treasurer	801 E. Walnut Columbia, MO 65202	573-886-4365
Gladney	Sherril	Missouri Department of Fire Safety	P O Box 844 Jefferson City, MO 65102	573-751-2930
Hiene	Paul	USGS - Columbia Environmental Research Center	4200 New Haven Road Columbia, MO 65201	573-876-1815
Hogan	Karen	State Farm Insurance Company	4700 S. Providence Road Columbia, MO 65217	573-499-2131
House	Cameron	Southern Boone County Fire District	P O Box 0371 Ashland, MO 65010	

Last Name	First Name	Organization	Address	Telephone
Houts	Todd	University of Missouri EH&S, Interim Director	#8 Research Park Dev. Bldg. Columbia, MO 65211	573-882-0931
Huck	Randy	University of Missouri Healthcare	1 Hospital Drive Columbia, MO 65211	573-882-8783
Jaeger	Roger	Southern Boone County Fire District	P O Box 199 Ashland, MO 65010	573-657-2370
Jarman	Greg	Missouri Department of Natural Resources - Environmental Emergency Response	P O Box 176 Jefferson City, MO 65102	573-644-3216
Jennings	Jerry	Hubbell Power Systems	210 N. Allen Street Centralia, MO 65240	
Johanningmeier	Christian	Columbia Waste & Light/Colt RR	310 E. Walnut Columbia, MO 65202	573-874-7325
Kennaley	Misty	Quaker Oats	4501 Paris Road Columbia, MO 65202	573-474-5309
Kirkpatrick	Marc	Columbia/Boone County Emergency Management	17 North 7th Street Columbia, MO 65205	573-874-7400
Lambert	Roxanne	Gates Corporation	3015 LeMone Industrial Blvd Columbia, MO 65201	573-817-8278
Lancaster	Debby	Town of Huntsdale - Boone County	8805 Sarr Street Columbia, MO 65203	573-447-5000

Last Name	First Name	Organization	Address	Telephone
Mahoney	Alan	MFA Agri Business	6510 Birch Street Hallsville, MO 65255	573-449-0009
Matthes	Mike	City of Columbia - City Manager	701 E. Broadway - 5th flr Daniel Boone Bldg Columbia, MO 65205	573-442-8828
Mills	Eric	University of Missouri Healthcare Ambulance Service	1 Hospital Drive Columbia, MO 65211	573-884-9208
Olsen	Scott	Boone County Fire Protection District/Emergency Management Director	2201 I-70 Drive NW Columbia, MO 65202	573-447-5000
Rainy	Sarah	Columbia/Boone County Health Department	1005 W. Worley Columbia, MO 65201	573-874-7346
Reddin	Tom	Boone County Sheriff Department	2121 County Drive Columbia, MO 65202	573-875-1111
Rusch	Denny	Centralia Fire Department	114 S. Rollins Centralia, MO 65240	573-682-2131
Schulte	Rick	3M Company	5400 Paris Road Columbia, MO 65202	573-886-1427
Smith	Chris	University of Missouri Healthcare	1 Hospital Drive Columbia, MO 65211	573-397-9121
Spain	Andrew	University of Missouri Healthcare	1 Hospital Drive Columbia, MO 65211	573-442-4141

Last Name	First Name	Organization	Address	Telephone
Springer	Tim	Boone Electric Cooperative	1413 Rangeline Columbia, MO 65201	573-449-4181
Stanek	Eric	Kraft Foods	4600 Waco Road Columbia, MO 65202	573-814-4220
Swank	Brad	Missouri Department of Natural Resources - Environmental Emergency Response	P O Box 176 Jefferson City, MO 65102	
Westhoff	Doug	Missouri Task Force 1	2201 I-70 Drive NW Columbia, MO 65202	573-447-5000
White	John	Columbia Public Schools - Hickman High School	1104 N. Providence Road Columbia, MO 65203	573-214-3013
Yonke	Thad	Boone County Planning & Building Inspection	801 E. Walnut Columbia, MO 65201	573-886-4330

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 13

County of Boone

In the County Commission of said county, on the

22nd

day of

August

20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve and accept the recommendation from the Job Classification Committee to establish one new exempt position classification titled Director, 911 Joint Communications at pay range 62 and one new exempt position classification titled Director, HR & Risk Management at pay range 55. The Commission also authorizes the Human Resources Department to immediately begin recruitment efforts for the position of Director, HR & Risk Management.

Done this 22nd day of August, 2013

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner



JOB OPPORTUNITY #: XXX-XXXX

HR Director

Responsibilities: *This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.*

Plans, directs, supervises, and coordinates county personnel administration activities, administers employee benefits, worker’s compensation, general liability insurance, loss control programs, establishes goals and organizes resources to best meet the needs of the various Offices and Departments, develops budget, authorizes spending, and serves as the administrative authority for personnel in the HR & Risk Management Department. Participates in negotiations with bargaining units. In coordination with the County Counselor, assists in the handling of litigation and acts as liaison with the County’s insurance carriers and any outside counsel. Chairs the Personnel Advisory and Job Classification Committees. Completes salary and benefits surveys. Advises the Commission and administrative authorities regarding various Federal and State Employment Laws, regulations, standards, and guidelines. Strategically partners with administrative authorities to proactively manage complex business issues including legal/employee relations and regulatory compliance. Reviews proposed disciplinary action, assists with employee investigations, and administers and maintains employee classification and compensation functions, records, and data.

Status: Full Time, Exempt

Working hours: Primarily 8:00 a.m. – 5:00 p.m., Monday – Friday

Qualifications: Degree in Human Resources Management, Business Administration, or related field; two-five years management experience; risk management experience; or five-eight years equivalent combination of education, training, and experience that demonstrates the ability to perform the duties of the position.

Starting Salary Range: \$50,663-\$63,328 (Range 55: \$24.36-\$30.45)

Deadline for Application: Applications will be accepted until the posting is removed.

Apply online at www.showmeboone.com or in person at the Human Resources Department, 613 E Ash, Boone County Annex, Columbia, MO 65201, or call (573) 886-4395 if you have questions. Please call in advance if special accommodations are required in order to apply. Benefits include 100% County paid medical and dental employee insurance premium, pre-tax savings program, 2 weeks’ vacation, 12 paid holidays, matching deferred compensation plan and retirement plans. To see a complete list of posted positions, submit an online application or to download the application, log on to www.showmeboone.com.

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BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Director, HR & Risk Mgmt</u>	NEW: <input checked="" type="checkbox"/>	REVISED: <input type="checkbox"/> <small>(Please check one)</small>
REPORTS TO: <u>County Commission</u>	FLSA: <u>Exempt</u>	DATE: <u>7/2013</u>
DEPARTMENT: <u>Human Resources & Risk Management</u>	JOB CODE: <input type="text"/>	

DEFINITIONS:

With general direction, plans, directs, supervises and coordinates county personnel administration activities, administers employee benefits, worker's compensation, general liability insurance, loss control programs, establishes goals and organizes resources to best meet the needs of the various Offices and Departments, develops budget, authorizes spending, and serves as the administrative authority for personnel in the HR & Risk Management Department.

ESSENTIAL FUNCTIONS: *(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.)*

Consults with administrative authorities and managers regarding personnel administration issues and offers recommendations; interprets personnel policies, rules and regulations; researches and analyzes personnel-related issues for the County Commission; makes recommendations as appropriate, drafts policies and procedures.

Manages and acts as the administrative authority for the HR and Risk Management department.

Oversees and administers the County's risk management, safety, worker's compensation, and employee benefits programs; reviews current insurance coverages and applicable legal requirements to determine any necessary changes; makes purchasing recommendations and manages various liability, property, and specialty insurance policies; develops recommended policies and procedures for loss prevention and risk control.

In coordination with the County Counselor, assists in the handling of litigation and acts as liaison with the County's insurance carriers and any outside counsel.

Processes employee complaints, provides performance counseling and other personnel-related advice to administrative authorities.

Chairs the Personnel Advisory and Job Classification Committees; establishes and publishes agenda; supervises agenda item material preparation and distribution; drafts or supervises the drafting of minutes, correspondence, policies and procedures. Responsible for the Personnel Policy Manual.

Participates in negotiations with bargaining units.

Serves as an expert in the areas of talent management, employee relations, compensation and benefits, process improvement, talent acquisition, and human resource information systems.

Supervises full-cycle recruitment functions including, but not limited to, the preparation of job postings and advertisements in newspapers, magazines and various online resources, applicant screening against minimum and preferred qualifications, interview management, reference checking, job offers, salary negotiations, employment verification, drug screening, background investigations and any other required applicant appointments.

Effectively oversees the maintenance of an applicant tracking system, develops draft questions for structured interviews as needed and coordinates and conducts new employee orientation sessions. Establishes and maintains a presence at various employment fairs and answers questions from the public regarding job openings, benefits, and other personnel matters.

Supervises the maintenance of an applicant database and the preparation of monthly reports to the Commissioners. Conducts research on personnel, risk management, training, and other relevant issues and prepares a variety of statistical and administrative reports.

Strategically partners with administrative authorities to proactively manage complex business issues including legal/employee relations and regulatory compliance. Reviews proposed disciplinary action, assists with employee investigations and administers and maintains employee classification and compensation functions, records, and data. Coordinates the selection of topics and speakers for various employee training programs.

Completes salary and benefits surveys, monitors the maintenance of HR information on the County's web site and coordinates employee benefits fairs.

Advises the Commission and administrative authorities regarding various Federal and State Employment Laws, regulations, standards, and guidelines. Manages on-site drug and alcohol testing programs for the Public Works and Sheriff's Departments.

Develops and adheres to departmental staffing, revenue and/or expense budgets. Drafts budget revision requests, invoices and quarterly budget sheets and authorizes payments

and verifies balances. Responds to changes in the business that may affect the ability to achieve the budget goals.

KNOWLEDGE AND SKILL:

1. Comprehensive knowledge of the principles and practices of human resources and public risk management.
2. Ability to effectively analyze factors concerning risk, liability, safety, and occupational hazards.
3. Ability to establish and maintain effective working relationships with the commission, elected officials, and other department directors.
4. Effectively communicates complex issues orally and in writing to employees and leaders at all levels.
5. Skill in providing relevant and meaningful deliverables to various stakeholders which recognizes the individual needs of the various offices and departments.
6. Comprehensive knowledge of County, state and federal statutes, codes and regulations related to employment and employee relations.
7. Knowledge of research methods and practices.
8. Experience administering employee benefits, talent acquisition, job classification and compensation analysis.
9. Skill in identifying and resolving problems.
10. Ability to plan, organize, budget and manage large projects impacting multiple offices and departments.
11. Ability to establish and maintain effective working relationships with other employees, County offices, County departments, and the general public.
12. Skill in hiring, training, managing and evaluating staff.
13. Skill in negotiating resolution of employee grievances.

MINIMUM QUALIFICATIONS:

Degree in Human Resources Management, Business Administration or related field; two - five years management experience; risk management experience; or five – eight years equivalent combination of education, training, and experience that demonstrates the ability to perform the duties of the position.

PREFERRED QUALIFICATIONS

Masters in Public Administration or Business Administration preferred; two - five years management experience in the government setting; and public risk management experience

APPROVALS:

Department Director: _____ Date: _____
 (Signature)

HR Director: _____ Date: _____
 (Signature)



JOB OPPORTUNITY #: XXX-XXXX

Director of 9-1-1/Joint Communications

Responsibilities: *This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.*

Direct operations of a 24/7 County-wide enhanced 9-1-1 Public Safety Answer Point and emergency dispatch system; serve as the principal advisor to the County Commission, the 9-1-1 Advisory Board and other City/County officials and departments on matters related to the 9-1-1 communication system. Develop & implement department operations plans; ensure the department has an overall strategic plan; provide strategies to ensure the department's and community's needs are met, defining standards for measuring success; ensure the department acts in accordance with department goals in relation to its personnel, customers, stakeholders and community; manage a variety of resources effectively, including finances, risk, physical resources and facilities and technology; ethically approach the management of resources; assume responsibility for the overall performance of the department in terms of quality of service provided to the community and stakeholders. Ensure effective security measures are in place and provide protection of confidential information; seek out training opportunities for professional development.

Status: Full Time, Exempt

Working hours: Primarily 8:00 a.m. – 5:00 p.m., Monday – Friday

Qualifications: Bachelor's degree plus five years of emergency communications experience that includes computer-aided dispatch (CAD) in a consolidated Police, Fire/EMS 9-1-1 Communications Center and two years of responsible managerial experience or any combination of education, training and experience. Knowledge of emergency communication activities, including data processing, computer-aided dispatching, telephone/radio technology, new emerging technologies such as voice-over IP and FCC rules and regulations of communications. Must possess ability to utilize sound independent judgment in preparing recommendations and formulating policies and the ability to obtain MULES certification.

Starting Salary Range: \$53,227-\$66,534 (Range 57: \$25.59-\$31.99)

Deadline for Application: Applications will be accepted until the posting is removed.

Apply online at www.showmeboone.com or in person at the Human Resources Department, 613 E Ash, Boone County Annex, Columbia, MO 65201, or call (573) 886-4395 if you have questions. Please call in advance if special accommodations are required in order to apply. Benefits include 100% County paid medical and dental employee insurance premium, pre-tax savings program, 2 weeks' vacation, 12 paid holidays, matching deferred compensation plan and retirement plans. To see a complete list of posted positions, submit an online application or to download the application, log on to www.showmeboone.com.

An Affirmative Action/Equal Opportunity Employer



BOONE COUNTY JOB DESCRIPTION

JOB TITLE: <u>Director, 911/Joint Communications</u>	NEW: <u>X</u>	REVISED: <u> </u> <small>(Please check one)</small>
REPORTS TO: <u>County Commission</u>	FLSA: <u>Exempt</u>	DATE: <u>08/13</u>
DEPARTMENT: <u>Joint Communications</u>	JOB CODE: 100	

DEFINITIONS:

Work is performed under the general direction of the Boone County Commission. This is administrative work supervising the operation of the 24/7 County-wide enhanced 9-1-1 emergency call-taking and police, fire/EMS dispatch system.

ESSENTIAL FUNCTIONS: *(This list is not comprehensive, but indicates duties and responsibilities which may be redefined pursuant to operational needs.)*

Direct operations of a 24/7 County-wide enhanced 9-1-1 Public Safety Answer Point and emergency dispatch system; serve as the principal advisor to the County Commission, the 9-1-1 Advisory Board and other City/County officials and departments on matters related to the 9-1-1 communications system; develop and implement department operational plans; ensure the department has an overall strategic plan and each work group has an operational plan that will facilitate achieving objects set out in the strategic plan; provide a strategy to ensure the department's and community's needs are met, defining standards for measuring success; ensure the department acts in accordance with department goals in relation to its personnel, customers, stakeholders and community; facilitate an organizational culture in which individuals are aware of potential risks.

Solicit, consider and implement new ideas and improvement to existing services, practices, procedures and systems; be an advocate for the department vision and support those involved in making the vision a reality; manage a variety of resources effectively including finances, risk, physical resources and facilities and technology; and ethically approach the management of resources.

Work with stakeholders and personnel to ensure the safety and effective use of all resources and assume responsibility of the overall performance to the department in terms of quality of service provided to the community and stakeholders. Ensure effective

security measures and protection of confidential information; seek and attend training opportunities for professional development; and perform related duties as needed or assigned.

KNOWLEDGE AND SKILL:

1. Knowledge of emergency communications activities, including data processing, computer-aided dispatching, telephone/radio technology, new emerging technologies such as voice-over IP and FCC rules and regulations of communications.
2. Knowledge of modern leadership principles and techniques. Ability to effectively lead and manage the Emergency Communications Department, including developing, organizing, administering and supervising departmental operations and activities.
3. Ability to utilize sound independent judgment in preparing recommendations and formulating policies.

MINIMUM QUALIFICATIONS:

High school diploma (college degree preferred) plus five years of emergency communications experience that includes computer-aided dispatch (CAD) in a consolidated police, fire/EMS 9-1-1 communications center and two years of responsible managerial experience or any combination of education and training. Ability to deal effectively and courteously with associates, a wide variety of outside agencies and the general public; prepare and present clear and comprehensive written reports; effectively manage records systems; read, understand, apply and comply with applicable local, state and federal laws, regulations and ordinances; perform effectively as a member of a team in carrying out the County's stated mission and philosophy; work cooperatively and effectively with all agencies involved in emergency communications activities; deal effectively and courteously with associates, a wide variety of outside agencies and the general public; communicate effectively, both verbally and in writing; and present an overall professional image; function efficiently under stress and multitask to perform the essential functions of the job without posing a direct threat to the health and safety of others. Must possess an excellent work history and attendance record. Experience in a like-size community is highly desirable. Must be able to obtain MULES certification.

APPROVALS:

Department Director: _____ Date: _____
 (Signature)

HR Director: _____ Date: _____
 (Signature)

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 13

In the County Commission of said county, on the 22nd day of August 20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by Cups of Kindness September 18, 2013 from 4:30 p.m. to 9:00 p.m.

Done this 22nd day of August, 2013.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Karen M. Miller

Karen M. Miller
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner



Boone County Commission

APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY CONFERENCE ROOMS

The undersigned organization hereby applies for a use permit to use the Roger B. Wilson Boone County Government Center conference rooms or Centralia Satellite Office as follows:

Organization: Cups of Kindness (Jackie O'Rourke)

Address: 2810 Shag Bark Ct.

City: Columbia State: MO ZIP Code: 65203

Phone: 573 445-9158 Website: _____

Individual Requesting Use: Jackie O'Rourke Position in Organization: founder

Facility requested: Chambers Room 301 Room 311 Room 332 Centralia Clinic

Event: stuf cups for breast cancer patients

Description of Use (ex. Speaker, meeting, reception): we assemble teacups with goodies and an inspirational story fo

Date(s) of Use: Sept. 18, 2013

Start Time of Setup: 30-60 min. prior to event AM/PM Start Time of Event: 5:30 or 6 AM/PM

End Time of Event: aprox 1.5 to 2 hrs. AM/PM End Time of Cleanup: 30 min AM/PM

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To abide by all applicable laws, ordinances and county policies in using Boone County Government conference rooms.
2. To remove all trash or other debris that may be deposited (by participants) in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including carpet and furnishings in rooms.
4. To conduct its use in such a manner as to not unreasonably interfere with Boone County Government building functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use of rooms as specified in this application.

Organization Representative/Title: Jackie O'Rourke

Phone Number: 573 445-9158 Date of Application: Aug. 19th 2013

Email Address: Jackie2810@aol.com

PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY GOVERNMENT CONFERENCE ROOMS

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

Wendy S. Joran
County Clerk

BOONE COUNTY, MISSOURI
[Signature]
County Commissioner

DATE: 8-22-13

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 13

In the County Commission of said county, on the 22nd day of August 20 13

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the payment of \$11,774.39 to the Office of Emergency Management for expenses incurred for the period of April 1, 2013 through June 30, 2013.

Done this 22nd day of August, 2013

ATTEST:

Wendy S. Noren
Wendy S. Noren *my*
Clerk of the County Commission

Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
District I Commissioner

Janet M. Thompson
District II Commissioner



Office of Emergency Management

2201 Interstate 70 Drive NW
 Columbia, MO 65202
 OFFICE: 573-447-5070
 FAX: 573-447-5079

Invoice

Date	Invoice #
6/28/2013	3

Bill To
Boone County Commission 801 E Walnut, Room 333 Columbia, MO 65201

P.O. No.

Quantity	Description	Rate	Serviced	Amount
1	April 1 through June 30 OEM Total Expenses were \$70,623.21 - City 2/3 \$23,548.82, County 1/3 \$11,774.39 and EMPG Grant \$35,300	11,774.39		11,774.39

Total		\$11,774.39
Payments/Credits		\$0.00
Balance Due		\$11,774.39