

**A RESOLUTION AUTHORIZING APPLICATION TO
THE CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY (CAL EPA)
FOR FUNDING TO IMPLEMENT ELECTRONIC DATA REPORTING
FOR THE UNIFIED HAZARDOUS MATERIAL MANAGEMENT PROGRAM**

WHEREAS, Environmental Health is the Certified Unified Program Agency (CUPA) for Plumas County and the Director of Environmental Health has been designated to implement a variety of water quality protection programs including the Unified Hazardous Materials Management program countywide; and

WHEREAS, a requirement of the Unified Program is for businesses to implement electronic data reporting as specified in Section 25404 of the California Health and Safety Code; and

WHEREAS, business have remitted an annual surcharge to Cal EPA to implement this statewide program; and

WHEREAS, funding is now available to local agencies to assist businesses comply with this requirement;

NOW, THEREFORE, BE IT RESOLVED that the Plumas County Board of Supervisors authorizes Plumas County Environmental Health to submit an application to the California Environmental Protection Agency for local implementation of electronic data reporting. The Director of Environmental Health is hereby authorized and empowered to execute all necessary applications and agreements as the Board designee for the purposes of securing funds and to implement and carry out this program.

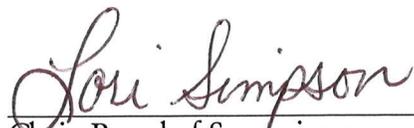
The forgoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California at a regular meeting of the Board of Supervisors on June 7, 2011 by the following vote:

Ayes: Supervisors Swofford, Thrall, Meacher, Kennedy, Simpson

Noes: None

Absent: None

Abstain: None



Chair, Board of Supervisors

Attest:



Clerk of the Board of Supervisors

GRANT APPLICATION FORM

1. Entity Information:

Unified Program Agency Name: **Plumas County Environmental Health**

GRANTEE	GRANT CONTACT (In Addition to the Project Director)
Name of Project Director, Title: Jim Perez, HMS III	Name: Melissa Hays, AA II
Street Address: 270 County Hospital Rd., Ste 127	Street Address: 270 County Hospital Rd., Ste 127
City, Zip: Quincy, CA 95971	City, Zip: Quincy CA 95971
Phone: 530-283-6355	Phone: 530-283-6355
Fax: 530-283-6241	Fax: 530-283-6241
e-mail: jimperez@countyofplumas.com	e-mail: melissahays@countyofplumas.com

2. Grant Amount: \$ 36,936.00

a. Advanced payment Requested: \$9,234.00

(Up to 25% of the grant is authorized to be paid in advance on approval of the grant.)

3. Scope of Work

In order to become compliant with AB 2286, which requires the Unified Program related information exchange between the UPA and Cal/EPA, Plumas County Environmental Health (PCEH) will need to file electronically to the state program and will be using the EnvisionConnect software system. In order for the regulated businesses to file electronically PCEH will need to provide outreach and training to regulated businesses on the statewide system, California Environmental Reporting system (CERS). Awarded Grand funds will be used for personnel services (data upload of existing facility documents, provide outreach and training for regulated businesses on the CERS database annual update responsibilities, ensure accurate data entry is achieved as required), supplies and materials (informational flyers etc., to regulated businesses), and equipment (purchase a laptop computer for on-site facility assistance, purchase hardware and software upgrades for our existing computers).

4. Work Plan

Period of Performance: January 1, 2010 through March 31, 2013 (no later than March 31, 2013)

1. New Hardware
 - a. Assess cost of necessary hardware and options
 - b. Prepare budget for Board Approval
 - c. Purchase various hardware
2. Upgrade Software
 - a. Upgrade software from Envision to EnvisionConnect
3. Business Outreach
 - a. Notify regulated businesses of AB 2286 requirements.

- b. Send informational mailers for workshop and training dates
 - c. Site visit by staff to regulated facilities to provide training on electronic reporting requirements.
4. Training
- a. Determine staff training needs.
 - b. Prepare training curriculum and procedures
 - c. provide training sessions
 - d. Site visit by trained staff to assist regulated businesses with electronic filing of required information into CERS.

5. Projected Budget:

Program Costs	Fiscal Year 09/10	Fiscal Year 10/11	Fiscal Year 11/12	Fiscal Year 12/13
Personnel Services*	\$	\$	\$20,000	\$8,936
Operating Expenses	\$	\$	\$	\$
Travel Expenses	\$	\$	\$	\$
Supplies/Materials	\$	\$	\$	\$
Equipment/Software	\$	\$	\$5,000	\$
Professional/Consultant Services	\$	\$	\$	\$3,000
FISCAL YEAR TOTAL	\$	\$	\$25,000	\$11,936
TOTAL	\$36,936			

*Indirect costs may not exceed 35% of grant allotment

CERTIFICATION

I certify under penalty of perjury that the information I have entered on this application is true and complete to the best of my knowledge and that I am an employee of the applicant authorized to submit the application on behalf of the applicant pending Board Resolution approval on June 7, 2011. I further understand that any false, incomplete, or incorrect statements may result in the disqualification of this application. By signing this application, I waive any and all rights to privacy and confidentiality of the proposal on behalf of the applicant, to the extent provided in this program.

Applicant Signature

Date

Gerald J. Sipe, Director of Environmental Health

Printed Name of Applicant