

Nicole Necas

From: Emily Williams
Sent: Friday, June 2, 2023 2:16 PM
To: Ken Huffer; Christian Boenisch; Lindsay Berschauer
Cc: Carolina Rook; Nicole Necas; Justin Hogue; Tim Svenson; Carrie Martin
Subject: RE: Sheriff's Office - Board Agenda Item QUESTION - SHSP submissions

All,

Christian and I have spoken and he agrees that, out of an abundance of judiciousness, it would be best to have this go before the BOC. The difference with prior years, as I explained to Christian, is that the County is not requesting any of the funds this year. In the past, the County or the County and other agencies/jurisdictions have requested all under one umbrella application, so Board review / approval was definitely required. This year, even though the County is not requesting any funds, we are still required to submit the application because of the process required by the State.

Carolina / Nicole,

Please let me know if you need anything else.

Thank you all,
Emily

From: Ken Huffer <hufferk@co.yamhill.or.us>
Sent: Friday, June 2, 2023 2:06 PM
To: Emily Williams <williamse@co.yamhill.or.us>; Christian Boenisch <boenischc@co.yamhill.or.us>
Cc: Carolina Rook <rookc@co.yamhill.or.us>; Nicole Necas <NecasN@co.yamhill.or.us>; Justin Hogue <hoguej@co.yamhill.or.us>; Tim Svenson <SVENSONT@co.yamhill.or.us>; Carrie Martin <martinc@co.yamhill.or.us>
Subject: RE: Sheriff's Office - Board Agenda Item QUESTION - SHSP submissions

Thank you for the clarification.

That may change things, as if there is no agreement and the County is not on the hook for any agreement or compliance with the agreement. That being said, if the County is submitting, the County is somewhat endorsing the application and the Board may want to discuss this. For some reason, I thought we always processed these through the Board and even for those occasions that the County is not requesting anything. Christian may have different thoughts on this, so I will let him share his thoughts as well.

Thank you,
Ken Huffer
County Administrator
Yamhill County
535 NE 5th St.
McMinnville, OR 97128
Ph: 503-434-7501 Fax: 503-434-7553
Email: hufferk@co.yamhill.or.us
Website: www.co.yamhill.or.us

Accepted by Yamhill County
Board of Commissioners on
6.8.23 by Board Order
B.O. 23-211

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From: Emily Williams <williamse@co.yamhill.or.us>

Sent: Friday, June 2, 2023 2:02 PM

To: Ken Huffer <hufferk@co.yamhill.or.us>; Christian Boenisch <boenischc@co.yamhill.or.us>

Cc: Carolina Rook <rookc@co.yamhill.or.us>; Nicole Necas <NecasN@co.yamhill.or.us>; Justin Hogue <hoguej@co.yamhill.or.us>; Tim Svenson <SVENSONT@co.yamhill.or.us>; Carrie Martin <martinc@co.yamhill.or.us>

Subject: RE: Sheriff's Office - Board Agenda Item QUESTION - SHSP submissions

CA Huffer,

If awarded, the agreement would be between SHSP and City of McMinnville; it is an agreement directly with the beneficiary of the funds (the City).

Emily

From: Ken Huffer <hufferk@co.yamhill.or.us>

Sent: Friday, June 2, 2023 2:00 PM

To: Emily Williams <williamse@co.yamhill.or.us>; Christian Boenisch <boenischc@co.yamhill.or.us>

Cc: Carolina Rook <rookc@co.yamhill.or.us>; Nicole Necas <NecasN@co.yamhill.or.us>; Justin Hogue <hoguej@co.yamhill.or.us>; Tim Svenson <SVENSONT@co.yamhill.or.us>; Carrie Martin <martinc@co.yamhill.or.us>

Subject: RE: Sheriff's Office - Board Agenda Item QUESTION - SHSP submissions

If the County is submitting the grant application, then this will require Board Approval. This is not unusual, as we have had to do this for other grant programs as well.

If awarded, is the agreement between SHSP and the awardee, or will the County enter into the agreement, act as a pass-through and the awardee would be treated as a sub-recipient?

Thank you,

Ken Huffer

County Administrator

Yamhill County

535 NE 5th St.

McMinnville, OR 97128

Ph: 503-434-7501 Fax: 503-434-7553

Email: hufferk@co.yamhill.or.us

Website: www.co.yamhill.or.us

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From: Emily Williams <williamse@co.yamhill.or.us>

Sent: Friday, June 2, 2023 1:50 PM

To: Christian Boenisch <boenischc@co.yamhill.or.us>

Cc: Carolina Rook <rookc@co.yamhill.or.us>; Nicole Necas <NecasN@co.yamhill.or.us>; Ken Huffer <hufferk@co.yamhill.or.us>; Justin Hogue <hoguej@co.yamhill.or.us>; Tim Svenson <SVENSONT@co.yamhill.or.us>; Carrie Martin <martinc@co.yamhill.or.us>

Subject: Sheriff's Office - Board Agenda Item QUESTION - SHSP submissions

Christian,

I spoke with Carolina earlier about the two attached items. The State only allows Counties to submit applications under the State Homeland Security Program (SHSP) grant, even if the County or its departments are not going to be party to the grants / receive the funding. For FY23, there are no County departments who have submitted requests. The City of McMinnville has submitted two requests:

Allocation

Emergency Operations Plan Update

\$54,473.90

Competitive

Public Events Surveillance Trailer

\$90,000.00

Does this require BOC approval for Emergency Management to submit it, even though Yamhill County will not be a recipient (we are, in essence, processing but not benefiting)?

Carolina / Nicole,

If Christian's determination is that it **does** require BOC approval, would you please place it on the June 8th agenda, as it has to be submitted to the State by June 15th. Suggested language for the Board agenda:

Approval of grant application for the State Homeland Security Program (SHSP) through the Oregon Office of Emergency Management for the FY2023 grant period in the allocated amount of \$54,473.90 for an Emergency Operations Plan Update (EOP) update and a competitive application in the amount of \$90,000 for a Public Events Surveillance Trailer.

Thank you,

Emily

Emily Williams
Executive Assistant to Sheriff Svenson

Yamhill County Sheriff's Office
535 NE 5th Street, Room 143
McMinnville, OR 97128
williamse@co.yamhill.or.us

P: (503) 434-7506 x6289
F: (503) 472-5330
www.co.yamhill.or.us/sheriff

Interested in joining Yamhill County Sheriff's Office? Check out our [Join The Team](#) page to learn about our Office and the recruitment process.



Visit the [Yamhill County Sheriff's Office](#) on Facebook

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FY23 SHSP Sub-Applicant Coversheet

Please use this form to complete your Sub-Applicant Coversheet. **Before you click submit**, you will need to right click on your mouse and select **Print** to print and save a copy. You will need to submit this save form with your application in Basecamp.

* Required

1. Type of Grant Funding *

Competitive

Allocation (non-competitive)

2. Name of County or Tribe *

Yamhill County

3. Official name of agency seeking funds (City, Tribe, County, District etc.) *
This name needs to match the one associated with your UE-ID number.

City of McMinnville

4. Project Name or Title *

Emergency Operations Plan Update

Exhibit
'A'

5. Project's Combined Coversheet assigned number. *

2

6. Amount of Funds Requested for this project. *

\$54,473.90

7. Program or Project Point of Contact: Name *

Rich Leipfert

8. Program or Project Point of Contact: Title *

Fire Chief

9. Program or Project Point of Contact: Phone Number *

503-435-5800

10. Program or Project Point of Contact: Email Address *

rich.leipfert@mcminnvilleoregon.gov

11. Program or Project Point of Contact: Mailing Address *

175 NE 1st St
McMinnville OR 97128

12. Fiscal or Accounting point of Contact: Name *

Jennifer Cuellar

13. Fiscal or Accounting point of Contact: Title *

Finance Director

14. Fiscal or Accounting point of Contact: Phone Number *

503-434-2350

15. Fiscal or Accounting point of Contact: Email Address *

jennifer.cuellar@mcminnvilleoregon.gov

16. Fiscal or Accounting point of Contact: Mailing Address *

230 NE 2nd St
McMinnville OR 97128

17. Investment Justification for this project *

- Domestic Violent Extremism Prevention
- Community Resilience
- Intelligence sharing with State, local and Federal Partners
- Soft Target Hardening
- Elections Security
- EOC/NIMS/NQS
- Emergency Communications

18. Agency Federal Tax Identification Number *

93-6002204

19. System for Award Management (SAM) Unique Entity Identifier Number: **UE-ID** *

L4TTZMFBD3H7

20. My jurisdiction has a property/equipment tracking and monitoring system in place that complies with the requirements set forth in 2CFR Part 200. *

- Yes
- No

21. Remember to Right-Click and **Print** to "Save as a PDF" this page before you click the **Submit** button. You will need to save a copy for your records as well as upload it with your application in BaseCamp.

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Allocation (non-competitive)

2. Name of County or Tribe *

Yamhill County

3. Official name of agency seeking funds (City, Tribe, County, District etc.) *
This name needs to match the one associated with your UE-ID number.

City of McMinnville Police Department

4. Project Name or Title *

Public Events Surveillance Trailer

5. Project's Combined Coversheet assigned number. *

1

6. Amount of Funds Requested for this project. *

\$90,000

7. Program or Project Point of Contact: Name *

Chief Matt Scales

8. Program or Project Point of Contact: Title *

Chief of Police

9. Program or Project Point of Contact: Phone Number *

503-434-2358

10. Program or Project Point of Contact: Email Address *

matt.scales@mcminnvilleoregon.gov

11. Program or Project Point of Contact: Mailing Address *

121 SE Adams St.
McMinnville, OR 97128

12. Fiscal or Accounting point of Contact: Name *

Jennifer Cuellar

13. Fiscal or Accounting point of Contact: Title *

Finance Director

14. Fiscal or Accounting point of Contact: Phone Number *

503-434-2350

15. Fiscal or Accounting point of Contact: Email Address *

jennifer.cuellar@mcminnvilleoregon.gov

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230 NE 2nd St.
McMinnville, OR 97128

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