San Diego HSGP Grant Workshop
February 17, 2016

City of San Diego Office of Homeland Security

County of San Diego Office of Emergency Services

Welcome

- Hosted By:
  - City of San Diego, Office of Homeland Security
  - County of San Diego, Office of Emergency Services
- Housekeeping
  - Cellphones
  - Exits and Restrooms
- Objective
  - Facilitate the expenditure of grant funds to enhance the region's capabilities in a manner that follows Federal, State, and Local requirements.

Introductions: SD-OHS

- Katherine Jackson – SD OHS Program Manager
- Megan Beall – Senior Grants Manager
- Jose Luis Romo Jr. – Senior Finance Manager
- Renee Coleman – Grants Manager
- Alan Franklin – UASI Regional Training Manager
- Efren Montilla – Grants Administration
- Lisa Sanchez – Finance Administration

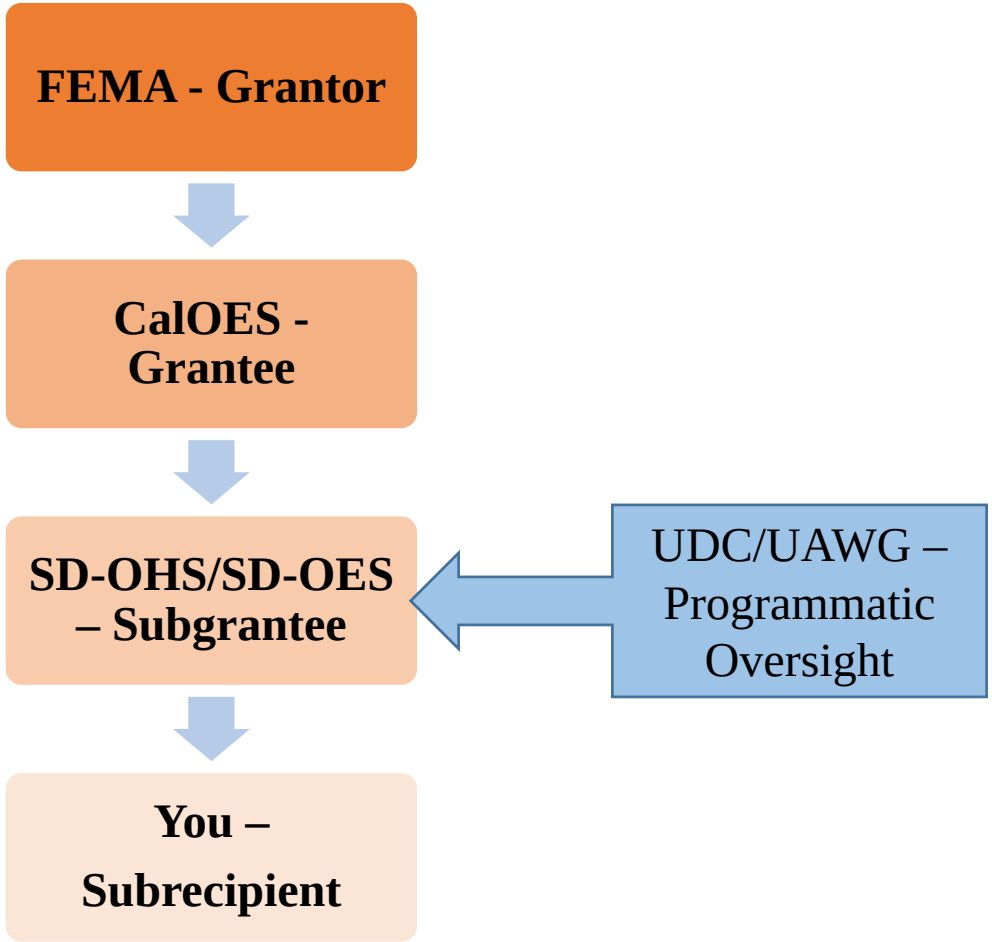
Introductions: SD-OES

- Stephen Rea – Assistant Director
- Brian Lewis – Grant Manager
- Christina Davis – Grant Administrator
- Anita Brua – Grant Accountant

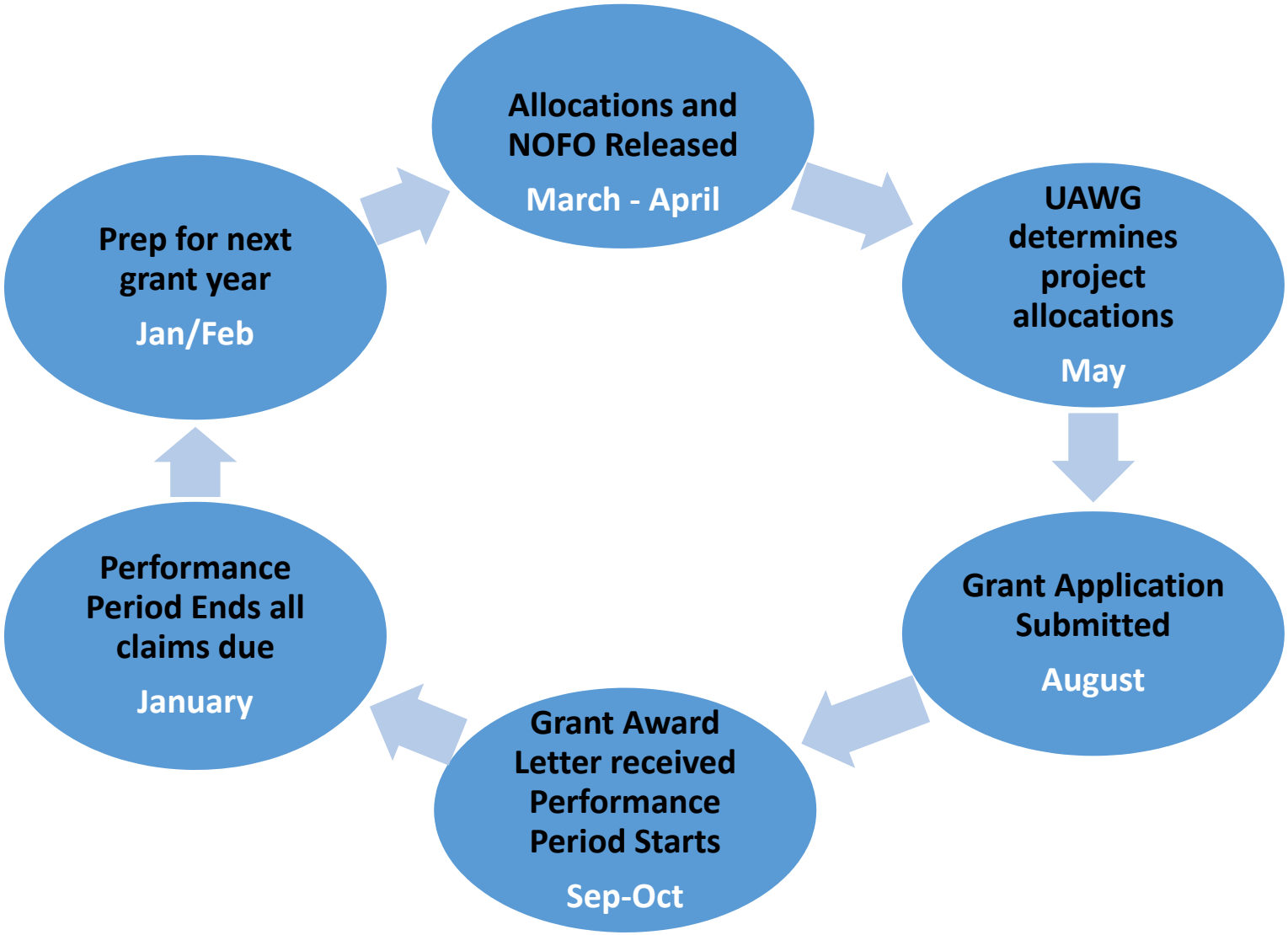
Agenda

- Opening Remarks
- Grant Award
- New in FY15
  - Award Letters, MOU & GAs
  - Progress Reporting
  - Submittal Deadline & Extensions
  - Policies, Procedures & Laws
- Procurement
- Reimbursement Claims
- Equipment Inventory
- Regional UASI Training
- Q & A

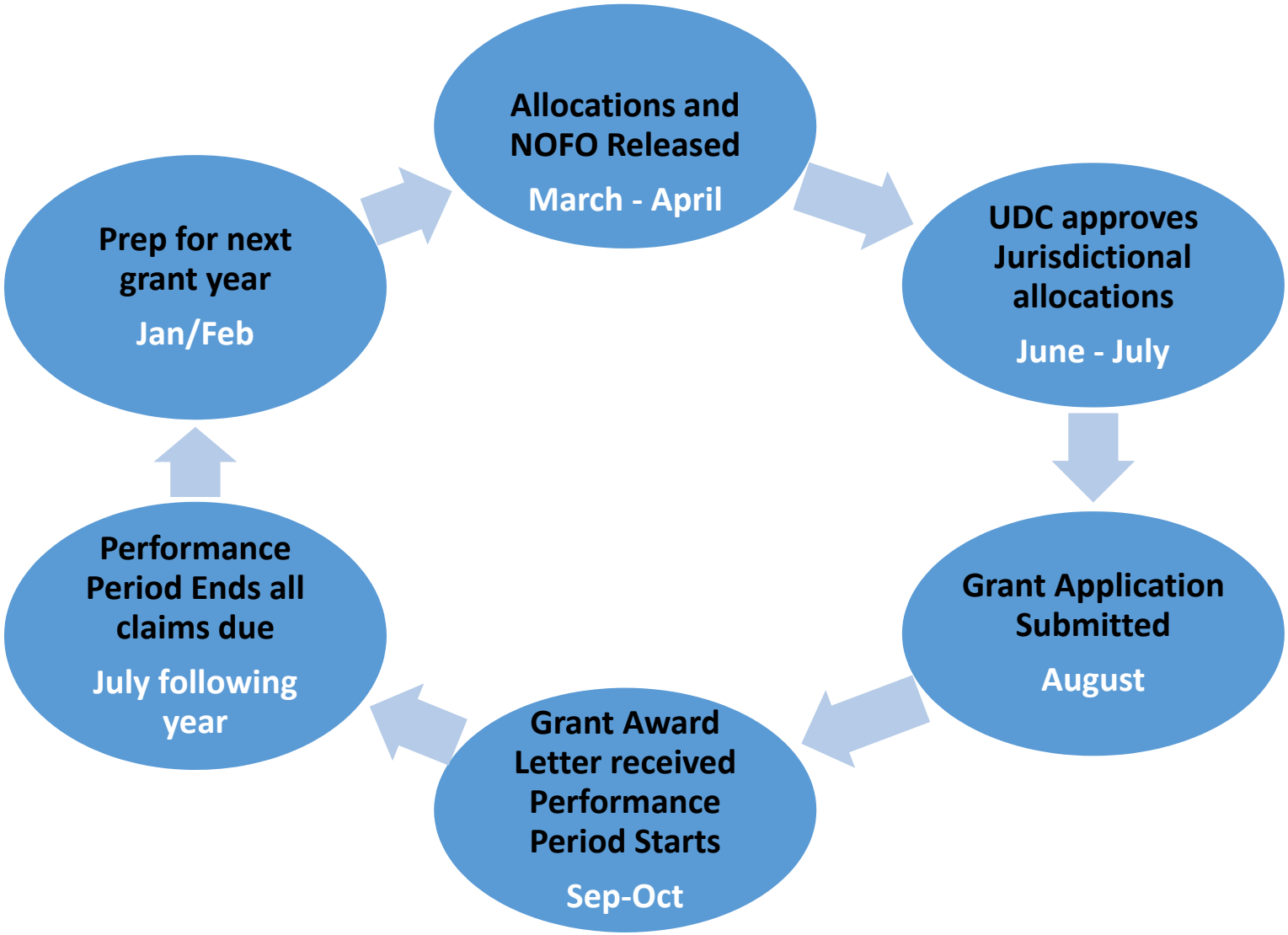
Grant Award – Grant Recipient Order



Grant Award – Typical UASI Grant Cycle



Grant Award – Typical SHSP Grant Cycle



New in FY15 - UASI Award Letters, MOU and GAs

- SD-OHS sends Award Letters to Subrecipients
  - The majority of funds are allocated by project, not jurisdiction, by the UAWG
  - Training participation funds are allocated by jurisdiction
- No reimbursement for expenditures not allocated in Award Letter(s)
- Award Letter is part of revised MOU
- Grant Assurances
  - Board Letter

FY15 - SHSP Award Letters and GAs

- SD-OES sends Award Letters to subrecipients
  - Funds are allocated to jurisdiction based on a formula approved by the UDC
- No reimbursement for expenditures not approved in the workbook
- Grant Assurances
  - Board Letter

New in FY15 UASI - Grant Progress Reports

- 50% Milestone deadlines are the *dates submitted by the investment leads* during workbook application creation and if subrecipients are not on-track to meet these deadlines they must notify SD-OHS as soon as possible.
- Quarterly progress reports will be required.
  - Expenditures to date
  - Projected expenditures through end of fiscal year
- Funds not expended in a timely manner will be reallocated.
- If a spending plan changes, funds must be released and a reallocation request submitted to SD-OHS

FY15 SHSP - Grant Progress Reports

- 50% Milestone deadlines are the dates in the approved workbook application and if subrecipients are not on-track to meet these deadlines, then they must notify SD-OES during the fiscal yearend progress report.
- Quarterly progress reports:
  - Expenditures to date
  - Projected expenditures through end of fiscal year.
- Funds not expended within the subrecipient performance period (December 2015 to June 2017) will be reallocated.
- Within the subrecipient performance period projects can be changed through a modification request (once per quarter), but must be in the approved workbook before projects can begin.

New in FY15 UASI – Submittal Deadline and Extensions

- Submittal Deadline – January 13, 2017
- Submittal Deadline Extension Request
  - Due 30 days prior to current deadline
  - Approval dependent on;
    - Progress reports and notification of issues,
    - Extenuating circumstances beyond the control of the jurisdiction.

New in FY15 SHSP – Submittal Deadlines

- Final Date to Expend Funds – June 30, 2017
- Submittal Deadline – July 31, 2017
- No Extension Requests are allowed

Governing Polices, Procedures and Laws

- 2 CFR Part 200 – New in FY 15
  - Super Circular
  - Replaces all former grant regulations
    - 2 CFR Part 225
    - 44 CFR Part 13
    - A-133
  - Rules apply to all grants
  - Administrative Requirements
  - Cost Principles
  - Audit Requirements
- DHS/FEMA Grant Guidance (Specific to each grant year)
- State Supplemental Grant Guidance (specific to each grant year)
- Executive Orders
- Information Bulletins
- State Policies and Laws
- Local Government Polices and Laws

Procurement

Subrecipients must have **written** policies and procedures for the procurement of goods and services to be followed and measured in accordance with applicable Federal Rules and Regulations.

2 CFR §200.317-326 Procurement Standard

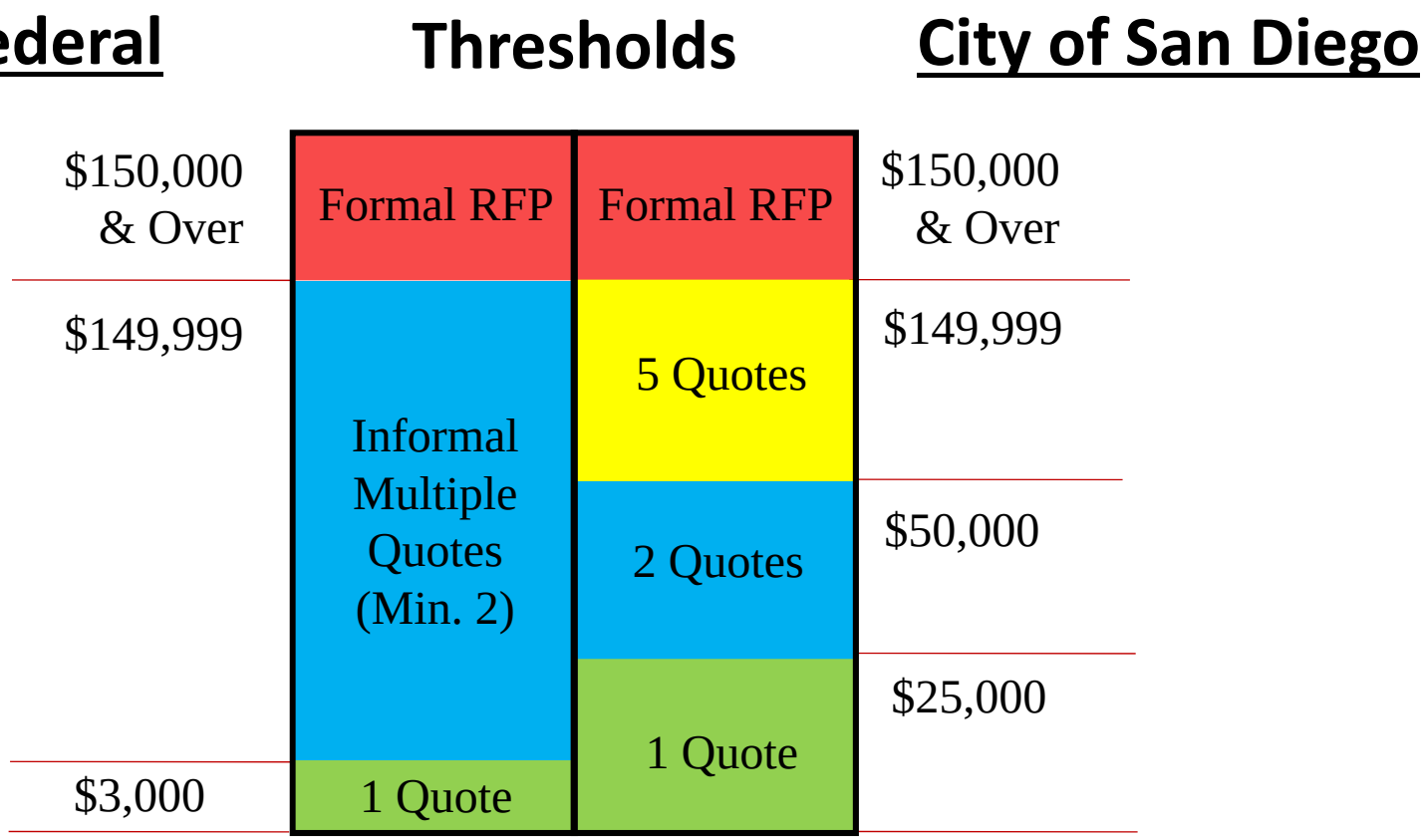
- ✓ **Follow the most restrictive policy of Federal, State, or Local.**

Federal Procurement Thresholds

Federal Governing Policies, Procedures and Laws

- 2 CFR §200.317-326 Procurement Standard
  - **Micro Purchases**
    - Any purchase up to $3,000 (set at FAR 48 Subpart 2.1)
    - One quotes required, price should be considered reasonable
      - **2 CFR §200.67 Micro-purchase**
  - **Small/Simplified Purchases**
    - Purchase amount from $3,001 to $149,999
    - Price or rate quotations from an adequate number of qualified sources (minimum 2 quotes)
      - **2 CFR §200.88 Simplified acquisition threshold**
  - **Formal Advertising**
    - Purchase amount from $150,000 and up
    - Publicly advertised and a firm-fix-priced contract (lump sum or unit price) is awarded to the lowest, responsible bidder.
    - **2 CFR §200.320 (c) Methods of procurement to be followed, Sealed Bids**

Procurement – Thresholds Example



Competitive Proposals

- Request for Proposals (RFP's) are publicly advertised and identify all evaluation factors and importance.
- Proposals solicited from an adequate number of qualified sources.
- Awards made to the responsible firm whose proposal is most advantageous.

2 CFR §200.317-326 Procurement Standard

Noncompetitive Proposals/Sole Source

- Solicitation from only one source, or competition deemed to be inadequate.
- **First Step:** Local sole source approval is required per agency regulations.
- Subrecipients must receive approval from Cal OES **prior** to purchase when:
  - Procurement is over the simplified acquisition threshold ($150,000); and
  - Procurement is awarded without competition; or
  - Only one bid or offer is received; or
  - Procurement specifies a "brand name" item; or
  - "Sole Brand or Equal" with specific requirements and justifications for those requirements allows for full and open competition;
  - Procurement awarded to other than the apparent low bidder under a sealed bid procurement; or
  - Modification changes the scope of the contract or increases the contract amount beyond $150,000 simplified acquisition threshold.

2 CFR §200.317-326 Procurement Standard

Procurement – Contract Language

- All contracts, including procurement for goods and services, must contain the provisions contained in **2 CFR Part 200 Appendix II - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards**

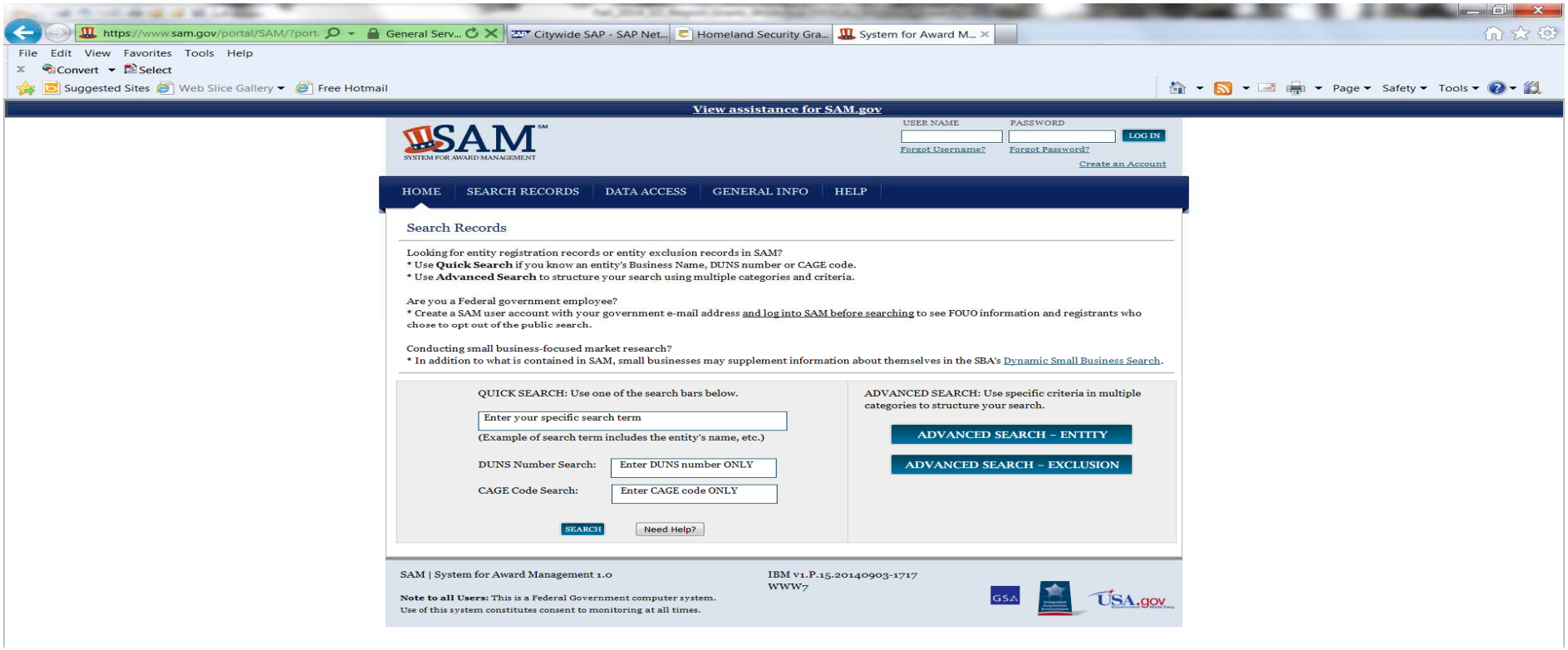
"In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement…."

Procurement – Vendor Debarment Verification

www.sam.gov



Must check prior to procurement and include proof in your reimbursement claim

Procurement – Warranties/Maintenance

- Warranties and Service/Maintenance Agreements purchased at the same time as equipment can extend beyond the performance period of the grant.
- Proration of Warranties and Service/Maintenance Agreements is **not allowable**.
- Proration of Warranties and Service/Maintenance Agreements purchased separately from equipment **cannot exceed** the performance period of the grant.
  - **Examples:**
    - If the grant ends 5/31/17 and you purchase equipment 10/21/16 that has a one year warranty, you can charge this to the grant.
    - If the grant ends 5/31/17 and you purchase a warranty or agreement alone, it must end 5/31/17, if paid for with grant funds.

Refer to FEMA Grant Programs Directorate Information Bulletin #336

Procurement – Equipment Holds

CITY OF SAN DIEGO
073-66000
2014-00093

SELECTION | SELECTION | SELECTION | SELECTION

ROW | ROW | ROW | ROW

ROW SIZE 15 | ROW SIZE AUTO | FORMULA RESET | NEW REIMB/ MOD REQUEST | NEW IT

Project	Equipment Description & (Quantity)	AEL#	AEL Title	SAFECOM consult	Funding Source	Discipline	Solution Area Sub-Category	Deployed Location	Acquired Date	Part of a Procurement over 100k	Sole Source Involved	Hold Trigger	Approval Date	Esti
														5,8
A	High-resolution aerial imagery for mobile data computers	04AP-03-GISD	Data, Geospatial	N/A	HSGP-UASI	FS	Information Technology	Region-wide		No	No	No hold indicated		10
B	FLIR Camera (1) for helicopter (mobile)	04MD-01-IRED	Camera, Infrared (IR)	No	HSGP-UASI	LE	Information Technology	SDSD, 1745 North Marshall Ave, El Cajon		Yes	No	Aviation or Watercraft		54
B	Security Camera upgrade - Motion sensor automatic notification and recording and increased resolution of camera and recording at rear portion of the police department building. Increased capacity and options for DVR recording and storage. 3 IP cameras with protective coverings, 1 application server, 27 Channel Expansion V4.5, 1 DVR expansion V4.5, 1 forensic search expansion V4.5, 1 professional 4.5, 1 workstation expansion v 4.5	14SW-01-VIDA	Systems, Video Assessment, Security	No	HSGP-UASI	LE	Physical Security Enhancement Equipment	8085 University Avenue, La Mesa CA 91942		No	Yes	EHP		45

Page 1

Procurement – Equipment Holds / Considerations

- EHP Approval
- Aviation/Watercraft Approval
- Safecom (Interoperable Communications Equipment)
  - Contact SD-OHS / SD-OES
- Performance Bond
  - Any Vehicle Regardless of Cost
  - Any Equipment over $250,000 unit cost
- Sole Source Approval
  - Agency Approval
  - CalOES Approval over Simplified Acquisition Threshold ($150,000)

Improper Payment

- Any payment that should not have been made or that was made in an incorrect amount
  - Payment to ineligible party
  - Payment for an ineligible good or service
  - Duplicative payments
  - Payment for good/service not received
  - Payment that does not account for credit for applicable discounts
  - Any payment where insufficient or lack of documentation prevents a reviewer from discerning whether a payment was proper

2 CFR §200.53 Improper Payment

Reimbursements

Reimbursements

- The Reimbursement Request Checklist/Instructions lists all of the documentation required for each type of claim.
- Each Reimbursement Request is a stand alone document:
  - Even if you have a contract with multiple expenditures/reimbursement claims over a period of time, you must include **ALL** procurement documentation with **EACH** claim.
  - We will not go back and try to find the procurement documentation provided in a previous claim to support your current claim.

Reimbursement – City/County Fiscal Year Deadlines

- For all grants that extend past **June 30th**, reimbursement claims must be split if there are expenditures that cross *City/ County Fiscal Years.*
  - DO NOT CONFUSE ***GRANT*** *FISCAL YEAR (Grant Name)* WITH ***City/County*** *FISCAL YEAR*
  - Example:
    - **Do not** put expenditures from June 25 through July 15 on one claim.
    - **Can** put June 25 – 30 on one claim and July 1 – 15 on another claim.

Common Causes for Reimbursement Delays

- Reimbursement request form that is not signed by authorized agent or approved designee
- Checklist not provided
- Proof of payment not provided
- Proof of attendance not provided
- Official payroll documentation of employee overtime rates or timesheets not provided or inaccurate
- Explanation of non standard calculations not provided
- Procurement Method / Contracts not provided, or insufficient information
- Reimbursement documents not stamped on each page
- Combining City/County Fiscal Years on one claim

Tips For A Successful Reimbursement

- Use provided applicable checklists as a guide.
- Have all documentation follow the same order as the cost detail summary.
- Highlight relevant information (names, dates, hours, amounts, etc.) to clearly show all documentation related to the claim.
- Provide explanations for all non standard items (different overtime rate, not requesting full amount, etc.) in <u>each claim.</u>
    - Do not expect that we will remember your explanation from a previous claim.
    - Each claim is a stand alone request.
- Ensure complete and accurate documentation is provided.
- Stamp EVERY PAGE in your claim with the grant stamping information.
- Submit claims monthly or as soon as documentation is available – DO NOT sit on your claims.
- When in doubt, contact SD-OHS or SD-OES.

Equipment Inventory Management

- Equipment Inventory Update
  - Requests for updated inventory logs are requested every two (2) years.
  - UASI: Updated requests were sent out in November and were due February 1, 2016 for all equipment valued at $5,000 and up.
  - SHSP: Updated requests will be sent out later this year.
  - A physical inventory of the grant purchased property must be taken and the results reconciled with the property records.
  - Even though we only request an update for equipment $5,000 and up, you are still responsible for tracking **ALL** items purchased regardless of costs throughout the life of that equipment.
  - Equipment may be removed from the inventory tracking.
    - Some equipment purchased in 2003 that may have expired is still listed as "New."
  - If you need a copy of your agency's full equipment inventory listing we can provide that to you.

Retention of Records

- Records must be retained **3 years** from the date the subrecipient receives notification from SD-OHS/SD-OES of closeout
  - Records must be retained for the life of the equipment, $5,000 and up
  - Records must be retained until resolution of any action such as litigation, claim, negotiation, or audit
- Obligated to protect records
- Records must be accessible for outside auditors
- To date FY03, 04, 05, 06 & 07 UASI/SHSP grants have been closed out
- Contact SD-OHS or SD-OES if you need copies of the close out letters

Regional Training

Alan Franklin
afranklin@sandiego.gov
619-533-6790

www.sduasi.org

Award Letters

- Agencies/Jurisdictions will receive a letter with an allocation amount for personnel reimbursement attending training.
- This amount was derived from the number of Public Safety Personnel throughout the region to calculation fair share amount; no part time employees or reserves were used in this calculation.
- Agencies that conduct a training class will receive a letter with an allocation amount to conduct specified training. This amount is used for the conducting of the class/course. The instructor cost (backfill/overtime) is calculated in the cost of the class/course.
- Outside instructors other than contractors - (other agencies/jurisdictions instructors must be identified NO LATER THAN 90 DAYS before course start date in order to process a letter with an allocation amount for them to teach said course.

SAN DIEGO
URBAN AREA
SECURITY INITIATIVE

Important Dates

FY14	City Fiscal Year 2015 expenditure reimbursement requests due	June 5, 2015
FY14	Final day to expend	November 30, 2015
FY14	Last day to submit reimbursement requests	December 31, 2015

Other Projects

- Strengthen Regional Risk Management and Planning
- Enhance Information Analysis and Infrastructure Protection
- CBRNE/WMD and All Hazards Response
- Strengthen Communications Capabilities
- Strengthen Training, Exercise and Evaluation Programs

Click here for more information on other projects.

Upcoming Events

For the full list of events, please see our Training Calendar.

February 01, 2016 - Monday - 0730 - 1600
Swift Water Awareness Feb 01, 2016
San Diego, CA - Environmental Services Buidling

Apply for Training
Download Flyer
Parking Instructions

February 02-03, 2016
Public Information in an All-Hazards Incident MGT-318
San Diego, CA - Environmental Services Building Auditorium

Apply for Training
Download Flyer
Parking Instructions

February 04, 2016 - Thursday
AWR 219 Site Protection Through Observation Techniques (SPOT)
San Diego, CA - Environmental Services Building Auditorium

Apply for Training
Download Flyer
Parking Instructions

SAN DIEGO
URBAN AREA
SECURITY INITIATIVE

HOME * TRAINING & EXERCISES * OTHER PROJECTS * CONTACTS * LINKS * ARCHIVE LOGIN

Training & Exercises

- Training Calendar
- Exercise Calendar
- Receive Training Alerts
- Training Archive
- Reimbursement
- Pre-Coursework
- Certificate Courses
- Online Courses

Upcoming Training Schedule

Last minute (7 days or less) class cancellations may affect future registration.

Search

Next

January 2016	February 2016	March 2016
January 25, 2016 - Monday **Swift Water Awareness Jan 25, 2016** San Diego, CA - Environmental Services Buidling **This class has been cancelled.** Please register for Feb 1 or Feb 8; seats still available. Registration Closed	February 01, 2016 - Monday **Swift Water Awareness Feb 01, 2016** San Diego, CA - Environmental Services Buidling Apply for Training Download Flyer Parking Instructions	March 01-02, 2016; Tuesday - Wednesday **Physical & Cyber Security for Critical Infrastructure (MGT-452)** San Diego, CA - San Diego LECC Click here to register Download Flyer
January 26-27, 2016; Tuesday - Wednesday **NIMS 400 Advanced NIMS/ICS (San Diego)**	February 02-03, 2016; Tuesday - Wednesday **Public Information in an All-Hazards Incident MGT-318** San Diego, CA - Environmental Services Building	March 02-03, 2016; Wednesday - Thursday **G235 Emergency Planning San Diego 2016** San Diego, CA - Environmental Services Buidling

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Reimbursement Documents

Authorized Reimbursable Classes & Conferences (Last Updated: 01/24/2016)

FY14 UASI Reimbursement Request Forms (Last Updated: 03/02/2015)

Allowable UASI Classes for Personnel Reimbursement

All UASI classes with a Feedback # are allowable for Backfill and/or Overtime.

Allowable UASI Conferences for Reimbursement

The Conferences authorized for UASI Reimbursement are:

CFED: California Fire Emergency Disaster

&

CATO: California Association of Tactical Officers

Conference Fee, Travel, Per Diem, Lodging Allowable, and Personnel Cost

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register for Feb 1 or Feb 8; seats still available.

Apply for Training

January 26-27, 2016
NIMS 400 Advanced NIMS/ICS (San Diego)
San Diego, CA - Coast Guard Facility

Apply for Training
Download Flyer

February 01, 2016 - Monday - 0730 - 1600
Swift Water Awareness Feb 01, 2016
San Diego, CA - Environmental Services Buidling

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Training Archive Login

If you are not approved for Training Archive access, click here to apply.

Email: afranklin@sandiego.gov

Password: ••••••••••••

Remember me

Enter Secure Area

Forgot your password? Click here.

For further information send e-mail to: info@sduasi.org

Training Archive

2016 Class Flyers and Rosters

- 020416 Site Protection Through Observational Techniques (Last Updated: 01/17/2016)
- 020216-020316 Public Information Officer in an All-Hazards Incidents (Last Updated: 01/17/2016)
- 020116 Swift Water Awareness (Last Updated: 01/17/2016)
- 012616-012716 ICS400 (Last Updated: 01/17/2016)
- 011916-012116 Disaster Recovery G270.4 (Last Updated: 12/21/2015)
- 011416 AWR319 Leveraging Tools for Conducting Damage Assessments (Last Updated: 12/21/2015)
- 010716 Basic TLO (Last Updated: 12/21/2015)
- 011216-011416 ICS 300 Carlsbad (Last Updated: 11/12/2015)
- 011116-011316 Terrorism I (Last Updated: 11/12/2015)

Announcements

- L280 Followership to Leadership Oct 13-14, 2015 (Last Updated: 10/02/2015)

2014

- Terrorism Liaison Officer Dec 16, 2014 (Last Updated: 11/18/2014)
- ICS 300 NIMS Dec 9-11, 2014 (Last Updated: 11/18/2014)
- Personal Protective Measures in a Biological Incident Dec 8, 2014 (Last Updated: 11/18/2014)
- L950 Incident Commander Dec 1-5, 2015 (Last Updated: 11/18/2014)
- Terrorism Liaison Officer Nov 19, 2014 (Last Updated: 11/18/2014)
- L280 Followership to Leadership Nov 12-13, 2014 (Last Updated: 11/18/2014)
- Terrorism II Dec 12-14, 2014 (Last Updated: 11/18/2014)
- NIMS ICS 400 Advanced ICS Nov 4-5, 2014 (Last Updated: 10/31/2014)
- SEMS ICS 100, 700, 800 Train the Trainer Oct 2014 (Last Updated: 10/14/2014)
- SEMS EOC Action Planning Oct 2014 (Last Updated: 10/14/2014)

View All

2015

- L280 Followership to Leadership Dec 16-17, 2015 flyer (Last Updated: 12/16/2015)
- S404 Safety Officer Dec 14-16, 2015 flyer (Last Updated: 12/16/2015)
- ICS 300 Dec 14-16, 2015 flyer (Last Updated: 12/16/2015)
- Swift Water Operations Dec 8-9, 2015 flyer (Last Updated: 12/16/2015)

Automatic Zoom

SAN DIEGO URBAN AREA SECURITY INITIATIVE

San Diego Office of Homeland Security

Course Title:	**MGT 904 - Incident Command System 300 Intermediate ICS for Expanding Incidents & ICS Forms**
Category:	Homeland Security, Emergency Management and Critical Incident Management
Prerequisites:	Successful completion of the following ICS courses: 100, 200, 700 & 800 (offered by FEMA). Command or general staff experience recommended.
Course Information:	ICS Staffing and organization to include: reporting and working relationships and information flow/Transfer of Command/Unified Command functions in a multi-jurisdictional or multi-agency incident/ICS forms/Resource Management/ Interagency mission planning and procurement
Target Audience:	Law enforcement, fire services, military, HAZMAT, public safety communications, emergency management, emergency medical services, government administrative, public works, health care / hospitals, managers & supervisors from response agencies cooperating during a critical incident at an incident command post or emergency operations center
Dates/Times	Monday Jan 12, 2016 0730-1700 Tuesday Jan 13, 2016 0800-1700 Wednesday Jan 14, 2016 0800-1700
Location:	Carlsbad Safety Training Center 5750 Orion Street Carlsbad, CA 92010
Instructors:	DHS/FEMA–This course is presented by the Texas Engineering Extension Service (TEEX)/National Emergency Response and Rescue Training Center (NERRTC) in the Texas A&M system.
Cost:	FREE

	8:00 a.m – 5:00 p.m.
Location:	Chula Vista Fire Station 4 / Training Facility 850 Paseo Ranchero Chula Vista CA 91910
Instructors:	CSFM Certified Training Cadre
Cost:	FREE
Dress Code:	PPE: The following will be required to participate: 1. Helmet (for rope work preferred) 2. Gloves (for rope work preferred) 3. Long sleeve shirt 4. Long pants 5. Rugged work boots / shoes 6. Sun screen 7. Sunglasses 8. Personal water container An NFPA 1983 class 3 rated harness (if you prefer to use your own, then it has to meet this rating, ie. no climbing harnesses). If you don't have one, then please use one of ours. We have several sizes and manufacturers from which to choose.
Enrollment:	*Register online at: www.sduasi.org Please use agency email for registration and provide a valid contact number. *Registrants have sole responsibility to communicate event information to their agency supervisor/liaison.
Point of Contact:	UASI POC: Alan Franklin afranklin@sandiego.gov 619-533-6790 Chula Vista POC: Grace Knepper gtknepper@chulavistaca.gov (619) 409-5935
NOTES:	**Parking:** Use gravel parking lot to the immediate right of the driveway entrance.
Grant Year:	FY15
Feedback #:	15-34500
EHP	YES

Secure Area - sduasi.org | Home | ICS300 011216-011416 Carlsba...

www.sduasi.org/files/DDF2/ICS300 011216-011416 Carlsbad Roster.pdf

Page: 1 of 2 | Automatic Zoom

SDUASI
NIMS ICS 300 Intermediate ICS (Carlsbad)
Carlsbad Public Safety Center, Carlsbad, CA
1/12/2016 - 1/14/2016 0730 - 1700

	Last Name	First Name	Agency	FEMASID
1.	Allen	L. Lucy	Cal OES Public Safety Communications	0001258259
2.	Atteberry	Matt	City of Vista	0001380674
3.	Ayers	Jessica	MiraCosta College Police Dept	0001448671
4.	Bartlett	Diane	Scripps Health	1549268
5.	Beckman	Jim	MiraCosta College Police Dept	0001433356
6.	Borden	Ryan	SDFD- SAN DIEGO FIRE DEPTARTMENT	0000800683
7.	brown	kerry	San Diego Fire Rescue Lifeguard Division	0001764212
8.	brown	kerry	San Diego Fire Rescue Lifeguard Division	0001764212
9.	Chavarin	Teofilo	San Diego Fire-Rescue	0000098712
10.	Cummings	Cheyenne	California State University Dominguez Hills	0001661471
11.	Davies	Greg	San Diego Fire-Rescue	218644
12.	De La Cruz	Victor	SD County OES	0001109652
13.	DiCianni	Grant	San Diego County MRC	0001164087
14.	Dowell	Timothy	Escondido Fire Department	0001702777
15.	Duhamell	Matt	Oceanside Fire Department	0000741312
16.	Gohsler	Todd	Carlsbad Fire Department	0001720486
17.	Helman	David	North County Fire Protection District	0000593650
18.	Hibbs	Sean	SDFD	0000663035
19.	Johnson	Derrick	Palomar College	0000871283
20.	Kissinger	Austin	San Diego Fire Rescue	0000376943

10:08 AM
1/24/2016

Timeline for Training Reimbursements

- All reimbursements should be submitted no later than 90 days after course/training event is completed

- Reimbursements <u>after 90 days</u> may not have funds available

SD-OHS Contact Information

Contact	Responsibility	Phone	Email
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