

**Regional Railroad Accident Preparedness and Immediate Response Fund Advisory Committee
In-Kind Contribution Advisory Sub-committee
Meeting Minutes**

Cal OES Headquarters

3650 Schriever Avenue

Mather, CA 95655

HR Conference Room

May 20, 2016

Members Present:

Dale Backlund, Chemical hazardous materials specialist

Dave Buccolo, from the railroad industry

Staff Present:

Rick Stolz, Assistant Director of Administrative Services, Governor's Office of Emergency Services

Jennifer Plescia, Attorney, Governor's Office of Emergency Services

Alex Pal, Attorney, Governor's Office of Emergency Services

Deputy Chief Thomas Campbell, Hazardous Materials Section, Fire and Rescue Division, Governor's Office of Emergency Services

Trevor Anderson, Senior Emergency Services Coordinator, Hazardous Materials Section, Fire and Rescue Division, Governor's Office of Emergency Services

I. Welcome – Call to Order

- Mr. Stolz called the Regional Railroad Accident Preparedness and Immediate Response Fund Advisory Committee meeting to order.
- Member introductions.

II. Background on In-Kind Donations

- Mr. Stolz provided the purpose of the meeting, explaining the need for input from the members regarding in-kind donations for equipment, materials, and services related to the Regional Railroad Accident Preparedness and Immediate Response Fund.

III. Discussion of In-Kind Donations and Language for Regulations

- Discussion of types of in-kind contributions. The first impression of the group is that equipment and materials was less likely to be considered for in-kind contributions than services in the form of training.

- Discussion of current training methods provided by Hazardous Material Commodities Companies, Railroads and TRANSCAER (Transportation Community Awareness and Emergency Response), as well as the frequency with which training is held in California. There was also a clarification of who pays fees for each of these services.
- Mr. Buccolo provided an example to explain the fees/due and the cost of the training. He indicated that if a particular company does training, for example chlorine or ethanol training, the training is paid for through their TRANSCAER dues. The team of trainers will travel to training sites, with the equipment needed, and provide training. However, there has been an issue with filling the training classes. He went on to explain the issue of not getting people to the training they need because of the difficulty in backfilling. Also, he expressed concern with not being able to do complete hands-on training out of trailers.
- Mr. Stolz asked for input on in-kind contributions for materials for training. Mr. Backlund, expressed concerns about the mechanics of in-kind contributions that would be viewed as a capital outlay for accounting purposes. Mr. Backlund thought it would be unlikely to be seen as a reasonable option, for the aforementioned reason.
- There was discussion and agreement around the concept of requiring in-kind contribution requests to be submitted once per year for the upcoming fiscal year. This process would allow the companies to submit their information in April, and receive decision on the refund for services provided by June 30th. The refund process would consist of retroactive refund payments and that the credit would be relative to the time the fee was assessed.
- Mr. Backlund talked about TRANSCAER's current process for providing training services. He indicated that they currently do not provide any invoice for time worked, but the time worked is tracked. However, the payor of freight for the materials may not be the one paying the bill for a specific training program.
- Concerns were raised about not receiving credit for training programs that are not already being voluntarily supported. Following the comments, there was discussion about current levels of training vs. filling the current gaps in training.

IV. Public Comment

V. Adjournment