

Washington State Military Department AMENDMENT

1. SUBRECIPIENT NAME/ADDRESS: County of Lewis Division of Emergency Management (DEM) 351 NW North Street Chehalis, WA 98532-0509		2. GRANT NUMBER: E25-139	3. AMENDMENT NUMBER: 1		
4. SUBRECIPIENT CONTACT, PHONE/EMAIL: Erika Katt, 360-740-1157 erika.katt@lewiscountywa.gov		5. DEPARTMENT CONTACT, PHONE/EMAIL: Jocelyn Overby, 253-512-7226 jocelyn.overby@mil.wa.gov			
6. EIN: 91-6001351	7. ASSISTANCE LISTINGS # & TITLE: 97.042 (24EMPG)	8. FEDERAL AWARD ID # (FAIN): EMS-2024-EP-05000			
9. FUNDING AUTHORITY: The Washington State Military Department (Department) and the US Department of Homeland Security (DHS)					
10. DESCRIPTION/JUSTIFICATION OF AMENDMENT: Due to a change in leadership and reorganization at Lewis County, the Work Plan and Budget are modified to reflect updated priorities and better align with current operational needs. Additionally, to ensure all projects are completed, the end date is extended. Key Personnel are updated as well. Changes are noted in red font, strikethrough, and grey highlight.					
11. AMENDMENT TERMS AND CONDITIONS: 1. The Grant Agreement Amount of \$39,469 remains unchanged. 2. Change the Subrecipient Contact, Phone/Email, as described on Page 2 of this Amendment. 3. Change the Grant Agreement End Date from September 30, 2025 to November 30, 2025, as described on Page 2 of this Amendment. 4. Change Attachment A, SPECIAL TERMS AND CONDITIONS, Article I-Key Personnel, as described on Page 2 of this Amendment. 5. Change the original Work Plan, Attachment D, as described on Page 2 of this Amendment. 6. Change the original Timeline, Attachment E, as described on Page 2 of this Amendment. 7. Change the original Budget, Attachment F, as described on Page 2 of this Amendment.					
This Amendment is incorporated in and made a part of the Grant Agreement. Except as amended herein, all other terms and conditions of the Grant Agreement remain in full force and effect. Any reference in the original Grant Agreement or an Amendment to the "Grant Agreement" shall mean "Grant Agreement as amended". The Department and Sub-Recipient acknowledge and accept the terms of this Amendment as identified above, effective on the final date of execution below. By signing this Amendment, the signatories warrant they have the authority to execute this Amendment.					
IN WITNESS WHEREOF, the parties have executed this Amendment: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; border-right: 1px solid black; padding-right: 10px;"> FOR THE DEPARTMENT: Signature Date Regan Anne Hesse, Chief Financial Officer Washington State Military Department BOILERPLATE APPROVED AS TO FORM: _____/Signature on file/_____ David B. Merchant, Assistant Attorney General 10/11/2021 </td> <td style="width: 50%; vertical-align: top; padding-left: 10px;"> FOR THE SUBRECIPIENT: Signature Date Scott Brummer, Chair Lewis County Board of Commissioners APPROVED AS TO FORM (if applicable): Applicant's Legal Review Date </td> </tr> </table>				FOR THE DEPARTMENT: Signature Date Regan Anne Hesse, Chief Financial Officer Washington State Military Department BOILERPLATE APPROVED AS TO FORM: _____/Signature on file/_____ David B. Merchant, Assistant Attorney General 10/11/2021	FOR THE SUBRECIPIENT: Signature Date Scott Brummer, Chair Lewis County Board of Commissioners APPROVED AS TO FORM (if applicable): Applicant's Legal Review Date
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Washington State Military Department Amendments to Agreement E25-139

1. **Change Subrecipient Contact phone/email from Ross McDowell to Erika Katt.**
 - a. Agreement Face Sheet, Box 4. ~~Ross McDowell, 306-740-1157,~~
~~ross.mcdowell@lewiscountywa.gov,~~ Erika Katt, 360-740-1153, erika.katt@lewiscountywa.gov
2. **Change the Grant Agreement End Date from September 30, 2025 to November 30, 2025.**
 - a. Agreement Face Sheet, Box 6. ~~September 30, 2025~~ November 30, 2025
3. **Change Attachment A, Article I-Key Personnel.**
 - a. Attachment A, SPECIAL TERMS AND CONDITIONS, Article 1-Key Personnel, under SUBRECIPIENT:
 - i. Replace Ross McDowell with Erika Katt (see below).
 - b. Attachment A, SPECIAL TERMS AND CONDITIONS, Article 1-Key Personnel, under DEPARTMENT:
 - i. Replace Grant Miller with General Information (see below).

SUBRECIPIENT		DEPARTMENT	
Name	~~Ross McDowell~~ Erika Katt	Name	Jocelyn Overby
Title	Deputy Director	Title	Program Coordinator
E-Mail	~~ross.mcdowell@lewiscountywa.gov;~~ DEM@lewiscountywa.gov erika.katt@lewiscountywa.gov	E-Mail	jocelyn.overby@mil.wa.gov
Phone	~~360-740-1157~~ 360-740-1153	Phone	253-512-7226
Name	Josh Metcalf	Name	Peter Drance
Title	Director	Title	Program Manager
E-Mail	josh.metcalf@lewiscountywa.gov	E-Mail	peter.drance@mil.wa.gov
Phone	360-740-2762	Phone	253-512-7322
Name	~~Erika Katt~~	Name	~~Grant Miller~~
Title	~~Planner~~	Title	~~Program Coordinator~~ General Information
E-Mail	~~Erika.Katt@lewiscountywa.gov~~	E-Mail	~~grant.miller@mil.wa.gov~~ Preparedness.grants@mil.wa.gov
Phone	~~360-740-1153~~	Phone	~~253-512-7064~~

4. **Change the original Work Plan, Attachment D.**
 - a. Original Work Plan, Attachment D, with Revision 1 Work Plan, Attachment D.
5. **Change the original Timeline, Attachment E.**
 - a. Original Timeline, Attachment E, with Revision 1 Timeline, Attachment E.
6. **Change the original Budget, Attachment F.**
 - a. Original Budget, Attachment F, with Revision 1 Budget, Attachment F.

Revision 1 WORK PLAN

FY 2024 Emergency Management Performance Grant

The purpose of this attachment is to identify the activities planned by the Subrecipient under this Grant Agreement, funded by EMPG and required match funding, and subsequently approved as allowable under EMPG by the EMPG Program Manager.

Emergency Management Organization: Lewis County Division of Emergency Management (DEM)

The purpose of EMPG is to assist with the enhancement, sustainment and improvement of state, local, and tribal emergency management programs. Activities conducted using EMPG funding should relate directly to the five mission areas of the national preparedness goal of prevention, protection, response, recovery, and mitigation. Washington State does not require a specific number of activities to receive EMPG funding. However, there are required capabilities that must be sustained in order to remain eligible for EMPG funding, including but not limited to the ability to communicate and warn, educate the public, plan, train, exercise, and be NIMS compliant. The Work Plan delineates the Emergency Management Organization's emergency management program planning and priority focus for this grant cycle (to include EMPG grant and local funds).

Priority Area #1	4.8 Communications and Warning	
Primary Core Capability	Operational Communications	
Secondary Core Capability	Public Information and Warning	
Build or Sustain	Sustaining/Maintaining	
WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Maintain and enhance the Lewis County Alert System, Everbridge, by increasing the number of persons signed up , especially those with Limited English Proficiencies (LEP).	It is the responsibility of emergency management to notify citizens (countywide) in an emergency. The alert and warning program allows notification directly to citizens by several means. There is a gap in the coverage of citizens with cell phones, as well as those with Limited English Proficiencies (LEP), that have not signed up for the program.	Currently there are 81,160 citizens signed up for Lewis County Alert, with 1 needing Spanish translation. It is expected that not only the general sign up will rise, but as well as those individuals needing Spanish translation. By increasing the number of registrants, the County will be able to deliver emergency alerts to more citizens, including LEP populations.
Renew subscription for social media archiving system.	The County has a legal requirement to archive social media (Twitter, Facebook) entries if used.	Contracting with an outside agency will ensure properly archiving of county sites and ensure compliance with the law.
Coordinate, prepare and distribute public information notices/alerts.	It is essential to oversee the preparedness and distribution of emergency alerts and notices to the public for consistency and reporting requirements.	Ensures consistency and timely messages to the public before, during, and after incidents. This results in public confidence that there is a system and it works well.

Priority Area #2	4.5 Operational Planning and Procedures	
Primary Core Capability	Operational Coordination	
Secondary Core Capability	Planning	
Build or Sustain	Sustaining/Maintaining	

WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Continue to develop revisions to the Comprehensive Emergency Management Plan (CEMP), Continuity of Government (COG), and Continuity of Operations Plan (COOP) plans for County Departments and cities that contract with DEM.	Community planning efforts were paused during 2020-2022 due to the COVID-19 regulations and response. There is a continued need to prioritize CEMP COG, and COOP planning to help align partner agencies to better prepare, respond, and recover during a disaster.	The result from a concentrated effort to provide overall planning with all partners within Lewis County, it will provide some unity in plans so they are easily ~~understand~~ understood and make the effort to bring everyone into some level of compliance during a response.
Conduct a variety of committee meetings, attend city council meetings, Board of County Commissioner (BOCC) meetings and provide training locations. Purchases may include: - Rental facility for large meetings, as necessary - Meeting Supplies	There is a need for emergency management staff to meet with community and internal county partners to appropriately collaborate in the planning process. As plans are completed, there will need to be an adoption and approval of these plans from the BOCC, city councils, and committees.	County departments and contracting cities will have current plans, more collaborative partnerships, as well as a better understanding of Emergency Management planning and mitigation activities.
Attend State, Region, and local meetings, discussion groups, outreach events and annual EM conferences. Purchases may include: - Mileage (local and regional meetings) - Flight /Hotel - Registrations - Meals, as appropriate - Outreach handouts	The partnership needed prior to a disaster is necessary for a more effective response during a disaster. By partnering with other emergency managers, and outside partners it allows us to better align plans for a more coordinated response.	Participating in coordination activities with other emergency management agencies is needed to help staff stay current on requirements and learning opportunities.
Maintain the EOC computers M & S expense for computers purchased through previous EMPG grant funds.	There is still a need to keep the EOC computers under a maintenance contract to keep the computers updated and performing as needed during an emergency event or disaster.	This will provide the ongoing maintenance for the EOC computers so that they can be used during an emergency event or disaster.

Priority Area #3	4.12 Emergency Public Information and Education	
Primary Core Capability	Planning	
Secondary Core Capability	Public Information and Warning	
Build or Sustain	Sustaining/Maintaining	
WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
~~Develop and distribute a variety of preparedness and response guides for the public.~~	~~Unless the public is educated on what is available, what threats may affect them, and where to locate resources, they are unlikely to know how to respond.~~	~~Staff will interact with citizens, providing guidance and documents that direct them on where to access warning information and why/how to be prepared. This will result in a more resilient community.~~

~~Develop and distribute promotional materials for Lewis County Alert, Twitter, Facebook, our website, and preparedness information.~~	~~There continues to be a need to inform new residence on risks and preparedness messages and how to link to DEM resources.~~	~~Continued DEM outreach materials will direct citizens to the appropriate sites to connect with DEM materials. These promotions create the opportunity for staff to engage the public in discussions of mitigation, risks, and preparedness messages.~~
Conduct CERT community classes purchase supplies and class materials.	Due to the lack of first responders, communities will need to develop other means of self-sustainment through the CERT program.	Conducting 3 day training classes for CERT members to operate as a community response team.

Priority Area #4	4.10 Training	
Primary Core Capability	Planning	
Secondary Core Capability	Community Resilience	
Build or Sustain	Sustaining/Maintaining	
WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Staff to participate in training and development opportunities to expand knowledge of the Emergency Management field ~~to the standard of a CEM with IAEM.~~	Training for ~~and testing for Certified Emergency Management (CEM) certification staff in emergency management~~ due to staffing changes over the last few months. With some staff with little emergency management experience. ~~This will insure that a standard qualification (per IAEM) is met for our staff.~~	Staff member will complete training ~~and testing and be awarded a CEM certification to~~ better qualify them for emergency management job qualifications and the ability to more effectively respond during a disaster. ~~This will provide a standardization of knowledge for upper management of the DEM office.~~

Priority Area #5	4.7 Resource Management, Mutual Aid, and Logistics	
Primary Core Capability	Operational Coordination	
Secondary Core Capability	Mass Search and Rescue Operations	
Build or Sustain	Sustaining/Maintaining	
WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Sustain and maintain the capacity of the UTV (purchased with EMPG grant funds) to respond during an activation or emergency event.	The gap of having no trained maintenance staff and having to out source maintenance and services for the UTV. This will allow us to have the UTV available and functional to use on damaged roadways from mud slides and flooding that cut off several areas of the county for medical supplies and other services. This will also allow for service in to wilderness areas that can not be reached by normal vehicles.	The UTV requires service and maintenance on a schedule to keep this resource available and properly functioning.
Facilitate power sustainment/restoration in rural areas of the county especially for medically fragile community members.	The capability gap is in the rural areas of Lewis County the power is disrupted for prolong periods of time. These generators will allow for emergency electrical service to the medically fragile community members.	The loaning of these generators will allow the community members with fragile medial needs to provide electrical power and cord to use with their medical equipment in their homes.

Facilitate power sustainment/restoration in rural areas of the county especially for medically fragile community members.	The capability gap is in the rural areas of Lewis County the power is disrupted for prolong periods of time. This generator will allow for emergency electrical service to the community shelter	This generator will be used in a community shelter building to allow community members.
Purchase freeze-dried food to support shelter operations and field operations during a disaster.	The capability gap – isolated area have been identified and area CPOD need to be identified and supplied with freeze-dried food for community members and in field workers.	The freeze-dried food rations will allow the community points of distribution to furnish food for the community and field workers.
Purchase Pelican boxes to securely store and transport mission-critical emergency management equipment and documents.	Current storage methods lack durability and protection against weather, impact, and field conditions, risking damage to essential response tools.	Improved durability and organization of response equipment will enhance field readiness, reduce equipment loss, and support rapid deployment.
Procure a portable power station to support off-grid power needs for field operations, communications, and charging equipment during emergencies.	There is a lack of reliable, portable power sources to sustain emergency operations during outages or in remote locations.	Increased operational resilience through sustained power availability will ensure continuity of communications, coordination, and life safety activities in the field.
Priority Area #6	3.2 Coordination	
Primary Core Capability	Operational Coordination	
Secondary Core Capability	Planning	
Build or Sustain	Sustaining/Maintaining	
WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Upgrade outdated EOC computers to improve speed, reliability, and interoperability with emergency management software and communications systems.	Current EOC computer systems are outdated, leading to delays in situational reporting, planning, and coordination during emergency operations.	Enhanced EOC functionality will improve operational coordination, real-time decision-making, and interagency communication during incidents.
Priority Area #7	4.6 Incident Management	
Primary Core Capability	Fire Management and Suppression	
Secondary Core Capability	Environmental Response/Health and Safety	
Build or Sustain	Building	
WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Procure and deploy specialized fire blankets designed for electric vehicle fires to first response apparatus and strategic locations.	Responders currently lack appropriate suppression tools for safely managing lithium-ion battery fires in electric vehicles.	Improved responder safety and faster containment of EV fires will reduce property loss, environmental impact, and injury risk.
Priority Area #8	4.6 Incident Management	
Primary Core Capability	Physical Protective Measures	
Secondary Core Capability	Operational Coordination	
Build or Sustain	Sustaining/Maintaining	

WORK PLANNED	IDENTIFIED GAP/NEED	ANTICIPATED PROJECT IMPACT
Purchase high-visibility jackets for personnel and volunteers for field operations.	Existing safety gear is either insufficient or not consistently available to ensure visibility and protection during all-hazard responses.	Increased safety and visibility of responders will reduce the risk of injury and support more efficient on-scene coordination.

Revision 1 TIMELINE

FY 2024 Emergency Management Performance Grant

The purpose of this attachment is to identify applicable and agreed upon due dates for Grant Agreement milestones to include deliverables that must be submitted to the Department. Both the Department and the Subrecipient shall monitor adherence with the dates below.

DATE	TASK
June 1, 2024	Grant Agreement Start Date
April 30, 2025	Submit reimbursement request
July 31, 2025	Submit reimbursement request
~~September 30, 2025~~ November 30, 2025	Grant Agreement End Date
~~November 15, 2025~~ December 30, 2025	Submit final reimbursement request, final report, training requirement report, and/or other deliverables.

The Subrecipient must request prior written approval from Department Key Personnel to waive or extend a due date in the above timeline.

For waived or extended reimbursements, all allowable costs should be submitted on the next scheduled reimbursement due date contained in the timeline.

Revision 1 BUDGET

FY 2024 Emergency Management Performance Grant

The purpose of this attachment is to identify how the funding is budgeted per the identified activities in the Work Plan. If funding is identified as not being required, contact the Department Key Personnel as soon as possible so funding can be reallocated.

24EMPG Award	\$	39,469.00
Modification	\$	-
Amended 24EMPG Award	\$	39,469.00

SOLUTION AREA	BUDGET CATEGORY	EMPG AMOUNT	MODIFICATION	AMENDED EMPG AMOUNT	MATCH AMOUNT
PLANNING	Personnel & Fringe Benefits		\$ -	\$ -	\$ -
	Travel/Per Diem	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ -	\$ -	\$ -
	Consultants/Contracts	\$ -	\$ -	\$ -	\$ -
	Other	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -
ORGANIZATION	Personnel & Fringe Benefits	\$ -	\$ -	\$ -	\$ 39,469
	Travel/Per Diem	\$ 5,000	\$ (3,150)	\$ 1,850	\$ -
	Supplies	\$ 12,351	\$ (8,401)	\$ 3,950	\$ -
	Consultants/Contracts	\$ 5,760	\$ -	\$ 5,760	\$ -
	Other	\$ 8,108	\$ 2,194	\$ 10,302	\$ -
	Subtotal	\$ 31,219	\$ (9,357)	\$ 21,862	\$ 39,469
EXERCISE	Personnel & Fringe Benefits	\$ -	\$ -	\$ -	\$ -
	Travel/Per Diem	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ -	\$ -	\$ -
	Consultants/Contracts	\$ -	\$ -	\$ -	\$ -
	Other	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -
TRAINING	Personnel & Fringe Benefits	\$ -	\$ -	\$ -	\$ -
	Travel/Per Diem	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ -	\$ -	\$ -
	Consultants/Contracts	\$ -	\$ -	\$ -	\$ -
	Other	\$ 450	\$ -	\$ 450	\$ -
	Subtotal	\$ 450	\$ -	\$ 450	\$ -
EQUIP	Equipment	\$ 7,800	\$ 9,357	\$ 17,157	\$ -
	Subtotal	\$ 7,800	\$ 9,357	\$ 17,157	\$ -
M&A	Personnel & Fringe Benefits	\$ -	\$ -	\$ -	\$ -
	Travel/Per Diem	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ -	\$ -	\$ -
	Consultants/Contracts	\$ -	\$ -	\$ -	\$ -
	Other	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -
	Indirect	\$ -	\$ -		\$ -
Indirect Cost Rate on file		0.00%			
TOTAL Grant Agreement AMOUNT:		\$ 39,469	\$ -	\$ 39,469	\$ 39,469

The Subrecipient will provide a match of \$39,469 of non-federal origin, 50% of the total project cost (local budget plus EMPG award).

Cumulative transfers to budget categories in excess of ten percent (10%) of the Grant Agreement Amount will not be reimbursed without prior written authorization from the Department.

Funding Source: U.S. Department of Homeland Security - PI# 743PT – EMPG