

Transmittal Letter

February 26, 2004

Ms. Karlene Fine
ND Oil and Gas Research Council
State Industrial Commission
State Capitol
Bismarck, ND 58601

Dear Ms. Fine:

I am authorized as the principal investigator or contractor by the Executive Committee of the North Dakota Association of Oil and Gas Producing Counties to submit and carry out the responsibilities for this proposed project, "Train the Trainer for Oilfield Emergencies". This project is in collaboration with the North Dakota Firefighter's Association.

Sincerely,

Vicky Steiner
Executive Director
NDAOGPC

Title Page

Project Title: Train the Trainer Oilfield Emergency

Applicant and Principal Administrator: Vicky Steiner, Executive Director,
North Dakota Association of Oil and Gas Producing Counties

Date of Application: February 27, 2004

Amount requested: **\$4,000**

Matching funds: \$4,500

Total Project: \$9,500

Abstract

Train the Trainer Oilfield Emergency application

This project is a collaboration between the North Dakota Association of Oil and Gas Producing Counties and the North Dakota Firefighter's Association to educate and train two North Dakota firefighters on the Ohio fire training program in May 2004. The two firefighters will be selected and approved by the board of directors of the North Dakota Firefighter's Association.

If funded, these two firefighters will attend a 2-day seminar on Ohio's oilfield fire training facility in Apple Creek, Ohio May 23 and 24th. Ohio's nationally recognized program focuses on common practices, references and standards when responding to an oilfield emergency.

According to Lois Hartman, North Dakota Executive Director- State Training Director for the North Dakota Firefighter's Association, western North Dakota firefighters have been requesting this kind of training for several years and there is a lack of trainers in North Dakota to teach the information.

The firefighters chosen for this training will sign a letter of commitment to bring elements of the Ohio training back to North Dakota and they will present at least one classroom presentation to western North Dakota firefighters by December 31, 2004.

The North Dakota Firefighter's Association will organize the training for the western North Dakota firefighters in the fall of 2004. The North Dakota Association of Oil and Gas Producing Counties will administer the grant, update the North Dakota Oil and Gas Research Council staff of progress every quarter and provide information to North Dakota legislators and the public on the firefighting training held in North Dakota.

Travel funds not expended on the Ohio training will be used towards the expenses of the fall firefighter's training in North Dakota as arranged by the North Dakota Firefighter's Association.

Project Summary

This project will provide education to 2 firefighters who will then train western North Dakota firefighters on oilfield emergencies.

Project Description

The 2 firefighters will use this training in Ohio on oilfield emergency to train North Dakota firefighters. Western North Dakota firefighters have expressed a need for this type of education. Lightning often sets tank batteries on fire and volunteer fireman are often unfamiliar with the oilfield pad and how the tank batteries are set up. The Ohio training was recognized at the October 2003 Interstate Oil and Gas Compact Commission meeting as one of the best in the nation. If funded, the North Dakota Association of Oil and Gas Producing Counties will administer the travel funds to the firefighters and provide a detailed financial report to the North Dakota Oil and Gas Research Council administrator Karlene Fine.

Standards of success

The North Dakota firefighters will evaluate the training in the fall of 2004 and these results will be given to the North Dakota Oil and Gas Research Council administrator.

Background

The State Firefighter's Association conducts fire schools every year and has extensive experience with organizing such trainings.

Qualifications

Grant applicant, Vicky Steiner, has been employed as the Executive Director of the North Dakota Association of Oil and Gas Producing Counties since 1986.

Value to North Dakota

Front-line firefighting response is vital to preventing loss of life and containing property and environmental damage. The first responders to oil and gas incidents are usually volunteer firefighters with limited knowledge about the oil field. They may be competent firefighters but may have no formal training or experience with the hazards of the oilfield. For example, they would likely not know which procedures would prove most effective, how to contain the incident, and how to

minimize personal danger. They may not know of the types of chemicals at the site. And, most often, they would not know which parties to notify or how to contact them. The Ohio training covers communication, evaluating the incident, responses to production site emergencies, responses to drilling site emergencies and other resources with a hands-on tank battery fire demonstration. This information is needed by western North Dakota firefighters and it is most cost effective to send 2 firefighters to this school so that they can become the trainers for future North Dakota fire schools. Education is essential to provide public safety on North Dakota's oilfield emergency responses.

Management

The North Dakota Association of Oil and Gas Producing Counties Executive Director Vicky Steiner will manage the project. She will make the travel arrangements in coordination with Lois Hartman, North Dakota state fire trainer, and the firefighters. The treasurer for the North Dakota Association of Oil and Gas Producing Counties will make the payments; record funds used for the project and provide the financial record to Karlene Fine. The North Dakota Association of Oil and Gas Producing Counties completed an audit in 2003 with Linda Steve, C.P.A., Dickinson, North Dakota.

Timetable

Ohio oilfield emergency training May 23, 24 2004 Apple Creek, Ohio
2004 fall fire school in western North Dakota (date to be set by the North Dakota Firefighter's Association)

Budget

4 day trip, 2-day seminar, 2 firefighters

Registration (2)	\$100
Airfare (2)	1,500
Travel expenses (2)	1,600
Motel, rental car, per dieum	
Stipend (2)	400
Contingency	<u>400</u>
Total	\$4,000

The North Dakota Firefighter's Association will not be sending firefighters to the Ohio training without the support of this grant. Unspent travel funds will be used

for the North Dakota training in the fall of 2004 and the financial report will be given to Karlene Fine following completion of this project.

Matching Funds

The North Dakota Firefighter's Association will provide matching funds of \$1,000 for the North Dakota training in the fall of 2004.

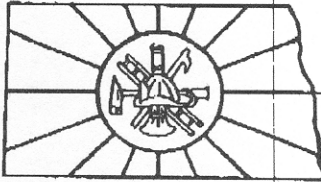
The North Dakota Association of Oil and Gas Producing Counties will provide publicity and mailings to the public, web site postings, photographs, postage for media news releases, postage and electronic mail costs for educating legislators about the project following the North Dakota training at an in-kind contribution of not more than \$3,500.

Tax Liability

The North Dakota Association of Oil and Gas Producing Counties does not have a tax liability. It is a non-profit organization. Tax documents are available to the public.

Appendices

Letter of support North Dakota Firefighter's Association
Copy of an article about the Ohio oilfield training 2003



Organized June 4, 1884. Incorporated January 26, 1901.

North Dakota Firefighter's Association

1686 Capitol Way • P.O. Box 6127 • Bismarck, ND 58506-6127

Phone: 701-222-2799

Fax: 701-222-2899

February 26, 2004

Vickie Steiner Association of Oil and Gas
Producing Counties
Dickinson, ND 58601

Re: Fire Service Training

Dear Vickie,

The Executive Board of the North Dakota Firefighter's Association met and approved the concept of working with the Association of Oil and Gas Producing Counties to provide training to the fire department in western North Dakota. The North Dakota Association will contribute in-kind match services of training coordination and registration as well as funds up to \$1,000 for this training.

Many of the departments in western North Dakota have contacted the Firefighter's Association requesting training in oil field emergencies. Working with your association to make that happen will benefit the people of western North Dakota.

We appreciate the opportunity to partner with the Association of Oil and Gas Producing Counties to provide training. Robert Wetzler of Minot (701) 838-9834 is the Training Trustee for Northwest North Dakota or you can contact me to coordinate training opportunities.

Sincerely,

Lois Hartman, Executive Director
State Training Director

Nation's First Oilfield Emergency Response Program Well Received by Ohio's Firefighters and Local Communities

Ohio took the lead in safety by offering the nation's first Oilfield Emergency Response Training Program. Over the last year and a half, OOGEEP has successfully completed a series of workshops at the permanent training facility located at the Wayne County Fire and Rescue Regional Training Facility (WCFRRTF), in Applecreek, Ohio. The OOGEEP #1, or better known by the WCFRRTF Executive Director Jim Shriver as "Jurassic Park," has served as a model for future training facilities and the multi-state "train the trainers" program. Over 250 emergency responders from 20 Ohio counties have already successfully completed the two-day training course.

The two-day program focuses on common practices, references and standards when responding to an oilfield emergency. Specific focus is placed on identifying the difference between a true oilfield emergency versus common production or drilling practices. Participants take part in a classroom session on Saturday and hands-on training on Sunday. Emergency responders must have completed a minimum of a 36-hour 1A Ohio Firefighter course to participate. They must bring turnout gear (meeting current NFPA live burn standards) and a SCBA (self containing breathing

apparatus) for the hands-on training. The classroom training is instructed by Captain Charles Dixon and OOGEEP Executive Director Rhonda Reda. Hands-on training is instructed by Captain Charles Dixon, Captain Terry Hughes and a variety of instructors from the Wayne County Fire & Rescue Training Facility.

"The training sessions have been well received because there has been no other place for local emergency responders to receive this type of hands-on experience," states OOGEEP. "The number of true oilfield emergencies is very minimal, and therefore most emergency responders' training must be focused on incidents that they face everyday. However, too often oilfield emergency response incidents have been escalated as a result of improper, or lack of, training. It is really a service we are providing to emergency responders, but it significantly benefits the industry and local communities. We want the public to feel good about having oil and gas production in their communities, and confident that both the industry and emergency responders are well trained," OOGEEP continues. Brochures promoting the upcoming workshop schedule have just been distributed to emergency responders throughout the

"Everyone in the Fire Service should have this training."

