



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701

Department of Fire and Emergency Services

10 Main Street

605-394-4180

Fax: 605-394-6754

LF073102-03

July 24, 2002

TO: Maggie Paul, Legal Assistant
FROM: Frankie *fh*
RE: Legal and Finance Agenda Item

Please place the following on the agenda:

Request for approval for David Christie to attend the "Highway Emergency Response Specialist" classes at the Emergency Response Training Center in Pueblo, CO, from September 09-13, 2002. Expenses are being reimbursed through a State Grant.

CITY OF RAPID CITY
TRAVEL REQUEST

Person requesting travel David Christie Department 0202 - FIRE

I hereby request permission to travel for the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)

to attend classes "Highway Emergency Response Specialist"
at the Emergency Response Training Center

List all other City employees, if any, making the trip for the same purpose: _____

Place of meeting or destination: Pueblo, CO

Date of meeting Sept 09-13, 2002

Date trip to begin Sept 8, 2002 Date trip will end Sept 14, 2002

Method of transportation requested Dept Vehicle

Estimated transportation cost \$ 50.00

Meals 165.00

Lodging 6 days 280.00

Other costs - description registration 1295.00

Transportation Technology Center

Total estimated cost of trip \$ 1790.00

Signed David Christie Date 7-18-02
(person requesting travel) Department Head

When the cost of the trip will exceed \$500, per employee, this section must be signed.

In accordance with the provisions of Rapid City ordinances and travel regulations, consent is hereby given for travel as requested in the foregoing application. Maximum cost of trip authorized is \$ _____

Approved: [Signature] Date _____
Mayor

When the cost of the trip will exceed \$1,500, per employee, Council approval is required.

Approved by Common Council on _____ (Date)

White copy - Mayor

Yellow copy - Finance

Gold copy - Department copy



Highway Emergency Response Specialist

transferring an overturned MC 306, intermodal tank container transfer and drum to drum transfer.

Upon completion of this course the student will receive a certificate of completion from the Emergency Response Training Center.

Course Content:

- Intermodal tank container design and construction
- Cargo tank design and construction
- Procedures for drilling cargo tank with exercise
- Drum to drum transfer exercise
- Cargo tank emergency product removal methods with exercise
- Overpacking drums and small containers with exercise
- Grounding and bonding with exercise
- Damage assessment of cargo tanks
- Flaring of MC 330/331

Prerequisites:

We recommend that applicant have had prior hazmat training or experience in the incident command system, decontamination procedures, personal protective equipment, and standard safe operating procedures. Attendance at either an operations level or technician level course satisfies these requirements.

Course Duration:

5 days, 40 hours, including 20 hours of field exercises. The bus leaves the Holiday inn at 6:45 a.m. SHARP. The course concludes on Friday at 4:00 p.m.

For more information, or to register for this course, call:
Pam Ellingham, Customer Service Specialist, at 1-800-933-4882
or E-Mail: HAZMAT_SERVICES@AAR.COM.