

Washoe Local Emergency Planning Committee

General Membership Meeting

MINUTES

**THURSDAY ~ APRIL 19, 2012 ~ 9:00 A.M.
REGIONAL EMERGENCY OPERATIONS CENTER
5195 SPECTRUM BOULEVARD, RENO, NEVADA**

1. CALL TO ORDER AND ROLL CALL - (Non-action item)

Chair Magenheimer called the meeting to order at 9:05 a.m. A quorum was established.

MEMBERS PRESENT: Scott Alquist – Truckee Meadows Community College; Debra Barone – Saint Mary’s Regional Medical Center; Joe Beard – Sierra Chemical; Gary Beekman – Washoe County Communications and Security; Kariann Beechler – Reno Emergency Communications Center; Richard Gammick – Washoe County District Attorney; David Hunkup – Reno Sparks Indian Colony; Mark Katre – Reno Police Department; Rob Kelley – Washoe County Department of Water Resources; Aaron Kenneston – Washoe County Emergency Management; Tim Leighton – Sierra Fire Protection District; Teresa Long – Washoe County Health District; Chris Magenheimer – North Lake Tahoe Fire Protection District; Tracy Moore – Washoe County School District; Sandy Munns – Reno Fire Department; Don Pelt – Pyramid Lake Paiute Tribe; Phil Povey – Truckee Meadows Community College; Rob Reeder – Regional Transportation Commission; Keith Sheridan – Ormat Technologies; Eileen Stickney – Washoe County Health District; Dee Stueve – Associated General Contractors; Jeff Whitesides – Washoe County Health District; Jim Wilson – Reno Sparks Convention and Visitors Authority; and Woody Wright – University of Nevada, Reno. Joe Nishikida – Reno Fire Department, joined the meeting at 9:13 a.m.

MEMBERS ABSENT: Brian Allen – Sparks Police Department; Ed Atwell – University of Nevada, Reno; Julie Bender – Regional Public Safety Training Center; Jim Caughron – Washoe County Risk Management; Marshall Emerson – Washoe County Sheriff’s Office; Jim Gubbels – Regional Emergency Medical Services Authority; Jeff Kinder – Nevada Division of Environmental Protection; Andy Koski – Sparks Fire Department; Chet Malewski – Truckee Meadows Water Authority; Tanya Milelli – American Red Cross; Debbie Penrod – university of Nevada, Reno; Ron Percivalle – KTVN Channel 2; and Jim Reagan – NV Energy.

ALTERNATES PRESENT: Stacey Akurosawa – Washoe County Health District; Eric Millette – Sparks Fire Department; Tim O’Conner – Washoe County Sheriff’s Office; John Slaughter – Washoe County Management Services; and Mitch Nowicki – Regional Emergency medical Services Authority. Michelle Gitmed – Reno Police Department, joined the meeting at 9:35 a.m.

ALTERNATES ABSENT: Darin Balaam – Washoe County Sheriff’s Office; Bev Buchanan – Reno Emergency Communications Center; Steve Burlie – Regional Transportation Commission; Ella Carthen – Reno Emergency Communications Center; Dawn Clevenger – Ormat Technologies; Christina Conti – Washoe County Health District; Diane Drinkwater – Washoe County District Attorney’s Office; Skip Eller – Reno Sparks Convention and Visitors Authority; Dave Evans – Nevada Division of Environmental Protection; Tom Garrison – Sparks Fire Department; John Gilmore – Ormat Technologies; Jim Hadsall – Reno Sparks Convention and Visitors Authority; Nida Harjo – Reno Sparks Indian Colony; John Helzer –

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Washoe County District Attorney's Office; Bruce Hicks – North Lake Tahoe Fire Protection District; Steve Keefer – Sparks Police Department; Mike Krysztof – Sierra Fire Protection District; Beth Langan – Regional Public Safety Training Center; Chris Long – Washoe County Communications and Security; Tammy Lopes – Reno Fire Department; John Madole – Associated General Contractors; Matt Marquez – Sparks Police Department; Tom Martin – American Red Cross; Robert McLaughlin – Veterans Administration Hospital; Jon McRae – Nevada Division of Environmental Protection; Greg Meister – Reno Police Department; Mike Mieras – Washoe County School District; Kenneth Miller – Pyramid Lake Paiute Tribe; Michael Munda – Renown; Brad Norman – Truckee Meadows Community College; Tom O'Brien – Reno Fire Department; John Potter – KTVN Channel 2; Jerry Preston – Washoe County Department of Water Resources; Josh Reynolds – Truckee Meadows Community College; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; and Brian Taylor – Regional Emergency Medical Services Authority.

Leslie Amirand - Deputy District Attorney, was also present.

3. PUBLIC COMMENTS (Non-action item) taken out of agenda order

Chair Magenheimer introduced Chief Charles Moore – Sierra Fire Protection District.

Chief Moore recalled that a similar training center had been planned in Colorado and that he is happy to be part of this community.

2. APPROVAL OF MINUTES – *February 16, 2012 General Membership meeting minutes* (For possible action)

It was moved by Rob Reeder, seconded by Eric Millette, to approve the February 16, 2012, minutes, as submitted. MOTION CARRIED.

4. TREASURER'S REPORT (For possible action) – *A review, discussion and possible action to accept Revenue and Payables reports.*

Aaron Kenneston – Washoe County Emergency Manager, provided an overview of the 2012 SERC (State Emergency Response Commission) expenditure and balances noting that the Administrative Account is on target with the allocation for the Reno Police Department having about \$8,000.00 in unexpended grant funds., The COOP (Continuity of Operations) and COG (Continuity of Government) programs are nearing completion it is expected that the update of the plan will be completed and printed using the remaining grant funding.

Joe Nishikida – Reno Fire Department, joined the meeting at 9:13 a.m.

Mr. Kenneston suggested that those agencies having incomplete Continuity of Operations plans contact him to discuss completion strategies and noted that a briefing of local elected

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officials is being planned to present the Continuity of Government plans. Mr. Kenneston then explained that an invitation to bid had been sent to replace computers and provide other technology upgrades to the REOC (Regional Emergency operations Center). It is expected that a vendor will be selected no later than June 2012. This is being funded by a Homeland Security grant.

It was moved by Dick Gammick, seconded by Joe Nishikida, to accept the Revenue and Payable report, as presented. MOTION CARRIED.

5. GRANT OPPORTUNITIES (For possible action) – *Information and discussion of upcoming and /or existing LEPC (Local Emergency Planning Committee) grants.*

Aaron Kenneston – Washoe County Emergency Manager, commented that a grant had been brought forward by Don Pelt – Pyramid Lake Paiute Tribe that can be used to upgrade the 1950's style emergency broadcast system to digital technology that allows texting and other digital services thus providing enhanced public emergency noticing. Mr. Kenneston encouraged those present to begin the planning process for the mid-cycle grants.

6. GRANT APPROVAL (For possible action) – *Approval of the 2013 State Emergency Response Commission (SERC), United We Stand (UWS) grant applications, limit \$30,000.00, as recommended by the LEPC (Local Emergency Planning Committee) Grants and Finance Subcommittee.*

Eileen Stickney – Grants and Finance Committee Chair, provided an overview of the Grant and Finance Subcommittee recommendations approving the 2013 SERC (State Emergency Response Commission) UWS (United We Stand) grant request as follows: 1) Sparks Fire Department one (1) powder keg unit including hose, nozzle, 75-lb tank and 75-lb dry chemical powder and shipping – total \$5,940.00; 2) Sparks Police Department eighteen (18) Avon C50 facemasks and freight – total \$4,871.64; 3) Triad HazMat Team twelve (12) throat microphones with ear loops, twelve (12) push-to-talk units and shipping – total \$6,733.36; 4) REMSA (Regional Emergency Medical Services Authority) one (1) Honeywell Analytics X5 gas detector and shipping/handling – total \$5,880.00; and 5) Washoe County Health District one (1) HazCat Pro kit and shipping/handling - total \$6,575.00, for a total grant request of \$30,000.00.

It was moved by Dick Gammick, seconded by Teresa Long, to approve the SERC (State Emergency Response Commission) UWS (United We Stand) grant request as follows: 1) Sparks Fire Department one (1) powder keg unit including hose, nozzle, 75-lb tank and 75-lb dry chemical powder and shipping – total \$5,940.00; 2) Sparks Police Department eighteen (18) Avon C50 facemasks and freight – total \$4,871.64; 3) Triad HazMat Team twelve (12) throat microphones with ear loops, twelve (12) push-to-talk units and shipping – total \$6,733.36; 4) REMSA (Regional Emergency Medical Services Authority) one (1) Honeywell Analytics X5 gas detector and shipping/handling – total

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\$5,880.00; and 5) Washoe County Health District one (1) HazCat Pro kit and shipping/handling - total \$6,575.00, for a total grant request of \$30,000.00. MOTION CARRIED.

7. **GRANT APPROVAL** (For possible action) – *Approval of a 2012 Hazardous Materials Emergency Planning (HMEP), Mid-Cycle Training grant application in the amount of \$17,831.00 for LEPC (Local Emergency Planning Committee) discipline's attendance to the Continuing Challenge Hazmat Conference in Sacramento, CA – September 4-7, 2012 ~ Submitted to the State Emergency Response Commission (SERC) on March 1, 2012.*

Aaron Kenneston – Washoe County Emergency Manager, outlined the grant to attend Continuing Challenge. Mr. Kenneston reminded member agencies attending the training to attend the required training sessions covered by the grant. Additionally, it is recommended that each agency develop a list of alternate attendees to assure that all positions funded are filled.

It was moved by Eric Millette, seconded by Jeff Whitesides, to approve 2012 Hazardous Materials Emergency Planning (HMEP), Mid-Cycle Training grant application in the amount of \$17,831.00 for LEPC (Local Emergency Planning Committee) discipline's attendance to the Continuing Challenge Hazmat Conference in Sacramento, California – September 4-7, 2012. MOTION CARRIED.

8. **UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS** (Non-action item)
– *A briefing of regional meetings, events, trainings and exercises.*

Aaron Kenneston – Washoe County Emergency Manager, outlined the upcoming events and training as follows: May 1, 2012 - Citizen meeting at the Galena high School as part of wildlife awareness; May 4-6, 2012 – ARES (Amateur Radio Operators) EMCOMM (Emergency Management Communications) – West Conference at the Grand Sierra Resort; May 10, 2012 – Mass Fatality Exercise; May 16, 2012 – ICS (Incident Command System)/EOC (Emergency Operations Center) Interface (Carson City); May 23, 2012 – Cyber Security Table Top Exercise; June 5, 2012 – Who's in charge here (Carson City); June 6-7, 2012- Family Assistance Center (FAC) exercise; June 20, 2012 – VA (Veterans Administration) exercise; July 9-13, 2012 – Cyber Security Training Class; and August 15, 2012 – TEPW (Training Exercise Planning Workshop) to assist in the development of a synchronized regional training calendar. Additionally, the City of Sparks will host their annual exercise on a date to be announced in November, 2012.

Michelle Gitmed – Reno Police Department joined the meeting at 9:25 a.m.

9. **UPDATE FROM THE RADIOLOGICAL TASK FORCE** (Non-action item) – *A briefing on current radiological issues within the region.*

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Scott Alquist – Truckee Meadows Community College, noted that a Quad HazMat exercise would kick-off at 9:00 a.m., Saturday, April 21, 2012. Mr. Alquist noted that he had worked with Eric Millette – Sparks Fire Department and Emergency Manager Aaron Kenneston to bring MERT (Medical Emergency Response Team) Training to the region.

- 10. UPDATE OF CITIZEN CORPS** (Non-action item) – *A briefing on events and activities supported by the Washoe County Citizen Corps including, but not limited to, Community Emergency Response Teams (CERT).*

Derek Russell – CERT (Community Emergency Response Team), noted that Lynda Seinko had retired and that a CERT training class is scheduled for the first two (2) weekends in June at the Regional public Safety Training Center. A new CERT team is being formed in the Red Rock area to assist the volunteer fire department. A picnic is scheduled on June 21, 2012, to raise public awareness of wildfire issues along with a scheduled zombie invasion. Mr. Russell plans to attend the statewide meeting later today in Carson City (Nevada).

- 11. LEPC (Local Emergency Planning Committee) PRESENTATION** (Non-action item) – *A presentation and orientation of the Department of Defense Weapons of Mass Destruction Civil Support Team program.*

Major Sellen (Commander of the 92nd (WMD) Civil Support Team) narrated a PowerPoint® presentation (copy on file) on Civil Support Teams, which exist solely to assist first responders during emergency situations such as earthquake, flood, hurricane or terrorist attack. The first teams were “stood-up” in 1998 in response to the 1995 public transit biological/chemical terror attack in Japan. Over time additional teams have been developed nationwide to provide more efficient deployment of back-up resources nationwide. Major Sellen also outlined the response times once a Civil Support Teams is activated and the redundant communications and other equipment that can be brought to further assist local incident commanders. Major Sellen pointed out that while the teams might not have answers to certain questions, they have access to additional resources that can provide additional information so that an informed decision can be made on whether to evacuate an area or shelter in place in the event of a biological or other hazardous materials situation. Major Sellen explained the minute amount of ricin that can if absorbed through the skin is fatal. Additionally, the regional team headquartered at RTIA (Reno Tahoe International Airport) can access secure communications up to top secret under certain circumstances.

- 12. LEPC (Local Emergency Planning Committee) OFFICER, ALTERNATE AND/OR MEMBER ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** (Non-action item) - *No discussion among committee members will take place on this item. The next regular meeting is scheduled at 9:00 a.m. June 21, 2012.*

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Aaron Kenneston – Emergency Manager, expressed his appreciation to Major Sellen for the presentation and noted the importance of leveraging resources as the level of local resources and personnel continues to decline. Mr. Kenneston commented that he anticipates a large scale exercise in conjunction with the Washoe County School District in 2013.

13. PUBLIC COMMENT (Non-action item)

Tech Sargent Timothy Hill commented that he has been appointed as the Emergency Manager at the base.

Justin Brandenburg – Department of Veterans Affairs, noted that his office provide readjustment counseling services to veterans and noted that the mobile center had been brought to the REOC (Regional Emergency Operations Center) which can be deployed by the VA (veterans Administration) under certain circumstances.

Don Pelt - Pyramid Lake Paiute Tribe, commented that May 20, 2012, is the solar eclipse and that an event scheduled on the reservation is expected to attract as many as 8,000 individuals on the eastern shore of Pyramid Lake with an estimated $\pm 5,000$ more on the western shore. While it is hoped the event will be a peaceful celebration, there may be a need to seek additional assistance during the event, which runs from May 16-20, 2012.

Aaron Kenneston – Washoe County Emergency Manager, noted that the locks on the REOC are being modified thereby requiring a different key-card to access entry. While Washoe County employee cards can be modified to provide access; non-Washoe County users of the facility will be issued a new key card that includes a photograph of the individual along with a new logo for the REOC users keycard/badge. It is hoped that the process will be completed within 60-days.

14. ADJOURNMENT (Non-action item)

Chair Magenheimer adjourned the meeting at 9:54 a.m.