

# Washoe Local Emergency Planning Committee

## Grants & Finance Subcommittee Meeting

### MINUTES

**TUESDAY ~ APRIL 3, 2012 ~ 9:00 A.M.**  
**REGIONAL EMERGENCY OPERATIONS CENTER**  
**5195 SPECTRUM BOULEVARD, RENO, NEVADA 89512**

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

Chair Stickney called the meeting to order at 9:09 a.m. A quorum was established.

**PRESENT:** Brian Allen – Sparks Police Department; Jim Caughron – Washoe County Risk Management; Michelle Gitmed – Reno Police Department; Jim Gubbels – Regional Emergency Medical Services Authority; Aaron Kenneston – Washoe County Emergency Management; Teresa Long – Washoe County Health District; Chris Magenheimer – North Lake Tahoe Fire Protection District; Eric Millette – Sparks Fire Department; Tracy Moore – Washoe County School District; Joe Nishikida – Reno Fire Department; and Eileen Stickney – Washoe County Health District.

**ABSENT:** Debra Barone – Saint Mary’s Regional Medical Center; Bev Buchanan – Reno Emergency Communications Center; Bruce Hicks – North Lake Tahoe Fire Protection District; Kariann Maitland – Reno Emergency Communications Center; Rob McLaughlin – Veterans Administration Hospital; Chet Malewski – Truckee Meadows Water Authority; and Sandy Munns – Reno Fire Department.

Mary Kandaras – Deputy District Attorney, was also present.

**2. PUBLIC COMMENTS (Non-action item)**

There were no public comments.

**3. GRANT APPLICATION APPROVAL (For possible action) - *Prioritization and approval by the LEPC (Local Emergency Planning Committee) Grants and Finance Subcommittee Membership on the 2013 State Emergency Response Commission (SERC), United We Stand (UWS), grant application submissions from LEPC disciplines, not to exceed \$30,000.00.***

Cathy Ludwig – Grants Administrator, outlined the purpose of the UWS (United We Stand) grant noting that the intent is to assist local and state governments in the preparedness to combat terrorism. Ms. Ludwig emphasized that while the grant can be used for training, equipment and supplies, the application must demonstrate how the application meets that criteria. The grant period begins July 1, 2012 and will close on June 30, 2013. Therefore, all funds must be expended by that time. Ms. Ludwig then noted that SERC (State Emergency Response Commission) has added an additional condition in that the grant applications and its intended purpose must be prioritized.

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### **Sparks Police Department**

Brian Allen - Sparks Police Department, outlined the request for twenty (20) Avon C50 Facemasks plus freight totaling \$5,640.00. The newer style face mask provide a better fit thus providing a higher level of protection.

### **REMSA (Regional Emergency Medical Services Authority)**

Aaron Abbott - REMSA, commented that the Honeywell Analytics X5 gas detector can immediately detect life threatening materials. The equipment is used with all of the region's SWAT (Special Weapons and Tactics) who all have CBRNE (Chemical, Biological, Radiological, Nuclear, high yield Explosive) teams in place. Mr. Abbot pointed out the less complicated maintenance schedule for the equipment as one of the primary reasons for choosing the Honeywell brand. The equipment will provide a means to monitor the environment to both the SWAT teams and REMSA personnel.

### **Washoe County Health District**

Teresa Long - Washoe County Health District, explained that the HazCat Pro Kit is different in that it incorporates radiological, biological and explosive elements in a process that can be sent to the FBI (Federal Bureau of Investigation) or other law enforcement agencies. The intent is to ensure that responding personnel can provide for the public's health and safety. Ms. Long believes that the tool is an important one to have on hand and pointed out that it can be used without an external power source as is the case with other equipment currently in use.

### **REMSA (Regional Emergency Medical Services Authority)**

Aaron Abbott – REMSA, commented that this particular request was for five (5) SWAT (Special Weapons and Tactics) Pak SCBA's (Self Contained Breathing Apparatus); one (1) AV2000 Mask; and five (5) 4500 PSI, 60-minute cylinders. Mr. Abbott noted that REMSA is reducing the request from five (5) SCBA's to four (4) as one (1) had been approved in the previous grant cycle. Additionally, REMSA will reduce the number of cylinders to four (4) if one cylinder was also approved in the previous funding cycle.

### **Sparks Fire**

Eric Millette - Sparks Fire Department, outlined the for two (2) powder keg units, including hose, nozzle, 75-lb tank and 75-lb dry chemical powder plus shipping. Mr. Millette pointed out that the Tank Farm located in Sparks (Nevada) had been designated as a primary target for terrorist activity as most global terror attack focus on critical infrastructure. Currently, training is underway on how to extinguish this particular type of fire.

### **Washoe County Technology Services**

Gary Beekman – Technology Services Project Coordinator, noted that a similar process had been conducted in 2011 and that the request would provide a more detailed and up-to-date aerial photography of the region, including side views, which can be useful in determining the location for special intelligence gathering positions.

### **Renown**

Michael Munda was not present.

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Cathy Ludwig – Grants Administrator, explained that the request is for two (2) Altair 4x Gas Monitors.

### **TRIAD HazMat Team**

Eric Millette – Regional TRIAD HazMat Team, outlined the request for sixteen (16) each throat microphones with ear loops and push-to-talk units as well as shipping and one (1) MiniRAE. Mr. Millette noted that the microphones would provide better communication between personnel and the Incident Commander inside the suit without feedback.

### **Reno Fire Department**

Cathy Ludwig – Grants Administrator, commented that she had discussed the application with Sandy Munns and that the equipment being requested could be used in response to a terrorist attack.

Eric Millette – Sparks Fire Department, explained that the equipment could be used by SWAT (Special Weapons and Tactics) Teams and Fire personnel in confined areas as well as breaching other areas to access those that may be hiding.

Ms. Ludwig noted that this particular application may be difficult to defend if questions by SERC (State Emergency Response Commission) and recalled similar issues with a previous grant request that resulted in a rewrite of application to justify how the grant would be used to combat terrorism.

Eric Millette – Sparks Fire Department explained that depending on the specific type of incident and call received each of the responding agencies present could be a first responder with all other agencies serving as support or backup. For example a chemical exposure at Lawlor Events Center might initially be perceived as a medical issue, but may later be determined to have terrorist origins and as such would result in a coordinated regional response by all agencies.

Brian Allen – Sparks Police Department, concurred emphasizing that any of the agencies on this list could be the primary responder bringing in additional secondary agencies and/or support. Therefore, he believes it would be relatively easy to justify the grant as terrorism related.

Tracy Moore - Washoe County School District, outlined recent discussion about gearing such responses to meet national standards when using federal resources.

Ms. Ludwig noted that all grant applications must meet federal Homeland Security Strategies and is part of the application process. In this particular instance, the request matches Item 4 in the Strategy.

Mr. Millette pointed to domestic terrorism and how the majority of incidents include patients in need of medical services.

Ms. Ludwig commented that REMSA had been funded for one (1) cylinder in a previous grant cycle.

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Mr. Abbott reduced the REMSA request to one (1) cylinder) noting that REMSA currently has seven (7) SCBA (Self Contained Breathing Apparatus) suites to outfit a total of eleven (11) individuals. Mr. Abbott drew attention to meeting minutes from February 23, 2011, that indicate that Reno Fire Department was to loan REMSA five (5) face masks and cylinders but to date had only provide two (2) of each item.

Mr. Allen noted that Sparks Police Department typically does not bring hazmat related materials since there are no monitoring apparatus or other protective gear available.

Mr. Abbott noted that REMSA responds to emergency calls with all three (3) agencies and that this additional apparatus would be a regional benefit.

There was significant discussion about the REMSA application. Of some concern is that the region does not typically send a crew into a hazardous materials environment without proper equipment including but not limited to the PID (Photo Ionization Detector) and FID (Flammable Ionization Detector). Other discussion noted that teams generally await the arrival of specially trained and equipped personnel depending on the type and severity of the incident. Of some concern is that the equipment might not be calibrated and ready for use given the maintenance schooled identified earlier in the presentation. As the discussion continued, it was pointed out that REMSA maintains a robust logistics department along with medical equipment. Other discussion noted that there is a variety of equipment available to the region already in place and that there may be a false sense of protection by providing the additional equipment.

Michelle Gitmed – Reno Police Department, asked that the discussion focus on the combatting of terrorist attacks which is the primary focus and intent of the grant rather than hazardous materials situations. It is Ms. Gitmed's belief that the Technology Services grant would be beneficial to the region as it would assist in planning responses to terror related incidents by providing a current inventory of the area.

Mr. Abbott commented that the protection of first responders is of critical importance and that the first responder to a terror attack will most likely be law enforcement with other agencies providing assistance in mitigation to the human threat.

Chair Stickney asked that the group focus on reducing the funding requests and suggested a motion to remove the Renown and Reno Fire Department request since there was no one present to provide information on the request.

Mr. Millette suggested that the group work through the list and agencies be prepared to reduce their funding requests. Mr. Millette reduced: 1) the Sparks Fire Department request by \$5,940.00 by removing one (1) powder keg; 2) the Triad HazMat Team request by reducing the number of throat microphones to twelve (12); and withdrawal of the MiniRAE.

Mr. Moore noted the need for the MiniRAE and suggested that it be retained.

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During a brief discussion it was pointed out that the region can function adequately during an incident without the MiniRAE and that the throat microphones allow front line responders to communicate with Incident Commanders.

Mr. Allen suggested that the Pictometry Aerial Photo Product request by Washoe County Technology Services be reduced or withdrawn.

Mr. Beekman noted that the 2011 process had been funded by the Fusion Center and that the program would be done again in 2013 using other funding sources along with other grant money being sought. Mr. Beekman invited those present to attend the April 5, 2011, training session to learn more about the program.

Tim O'Connor - Washoe County Sheriff's Office stated that there would not be any funding for the Pictometry program from the Fusion center as the funds are being allocated for sustainment of personnel.

Jim Caughron – Washoe County Risk Management, left the meeting at 10:01 a.m.

Mr. Beekman noted that the program would move forward on a limited basis without funding and removed the item from consideration.

***It was moved by Jim Gubbels to remove the Renown and Reno Fire Department proposals from consideration.***

Eric Millette left the meeting at 10:02 a.m.

***Teresa Long seconded the motion. MOTION CARRIED.***

Ms. Ludwig recalculated the request funds noting that an additional \$5,947.05 needed to be reduced.

Mr. Millette rejoined the meeting at 10:04 a.m.

Joe Nishikida left meeting at 10:04 a.m.

Mr. Abbott offered to remove the SCBA units and cylinders suggesting a discussion with a Reno Fire Department representative about equipment previously offered.

Jim Caughron and Joe Nishikida rejoined the meeting at 10:05 a.m.

Mr. Nishikida commented that he had talked to the person identified by Mr. Abbott who did not recall that commitment.

Mr. Abbott noted that the commitment had been for Reno Fire to loan five (5) 60-minutes cylinders and that only two (2) had been delivered. Mr. Abbott stated he would remove the request and explore the issue with Reno Fire Department.

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Mr. Millette noted that he had withdrawn four (4) of the throat microphones, four (4) push-to-talk and the MiniRAE, which he will pursue in the next funding cycle.

Mr. Allen reduce the number of facemasks to eighteen (18) and removed the freight reimbursement from the Sparks Police Department request. Mr. Allen accepted \$11.64 in freight reimbursement.

Discussion then focused on prioritization of the applications.

It was suggested by Mr. Millette that the applications be prioritized as follows: 1) Sparks Police Department; 2) TRIAD Hazmat Team; 3) REMSA; 4) Washoe County Health District; and 5) Sparks Fire Department.

Moore emphasized that the Sparks Tank Farm is ranked high on the threat assessment of the region and recommended that the Sparks Fire Department request be the top priority. Mr. Moore recommended the following priority: 1) Sparks Fire Department; 2) Sparks Police Department; 3) Triad Hazmat Team; 4) REMSA; and 5) Washoe County Health District.

It was noted during a brief discussion that the HazCat Pro could be used not only in the immediate response but also after the fact.

***It was moved by Eric Millette, seconded by Michelle Gitmed, to recommend that the Washoe Local Emergency Planning Committee prioritize 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-pound tank and 75-pound dry chemical powder and shipping; 2) Sparks Police Department eighteen (18) Avon C50 facemasks and freight; 3) Triad HazMat Team twelve (12) throat microphones with ear loops, twelve (12) push-to-talk units and shipping; 4) REMSA (Regional Emergency Medical Services Authority) one (1) Honeywell Analytics X5 gas detector and shipping/handling; and 5) Washoe County Health District one (1) HazCat Pro kit and shipping/handling. MOTION CARRIED.***

Ms. Ludwig then asked for a motion to approve the funding for each of the request.

***It was moved by Brian Allen, seconded by Eric Millett, to recommend that the Washoe Local Emergency Planning Committee 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-pound tank and 75-pound 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. MOTION CARRIED.***

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4. **GRANT APPLICATION APPROVAL** (For possible action) – *Requesting approval to submit 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, California, September 4-7, 2012.*

Cathy Ludwig – Grants Coordinator, outlined the grant request to send a total of twenty-one (21) individuals to Continuing Challenge Hazmat Conference in Sacramento, California: twelve (12) Triad representatives; three (3) Washoe County Health District; and six (6) Reno Fire Department at a cost not to exceed \$17,831.00.

***It was moved by Jim Gubbels, seconded by Tracy Moore, to recommend that the Washoe Local Emergency Planning Committee submit 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, California, September 4-7, 2012. MOTION CARRIED.***

5. **PUBLIC COMMENT** (Non-action item)

Cathy Ludwig – Grants Administrator, noted that she would seek assistance from applicants if questions arise during the SERC's (State Emergency Response Commission) review of the grant request. Ms. Ludwig suggested that representative attend the SERC meeting via teleconference when the meeting is scheduled.

Jim Caughron – Washoe County Risk Management, recalled the issues arising from the number of individuals who had not attended the conference.

During a brief discussion it was noted that the issue had arose due to lack of participation in required core training courses at the Reno Fire Shows.

Aaron Kenneston - Washoe County Emergency Manager, recommended that each agency submit a list of alternates to avoid attendance and course participation issues.

6. **ADJOURNMENT** (For possible action)

Chair Stickney adjourned the meeting at 10:24 a.m.