

Washoe Local Emergency Planning Committee Grants & Finance Subcommittee Meeting

Minutes

Thursday, January 14, 2016 ~ 9:00 A.M.

**REGIONAL EMERGENCY OPERATIONS CENTER
5195 SPECTRUM BOULEVARD, RENO, NEVADA**

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

Chair Gitmed called the meeting to order at 9:00 a.m. A quorum was established.

PRESENT: Scott Alquist – Truckee Meadows Community College; Michelle Gitmed – Reno Police Department; Bruce Hicks – North Lake Tahoe Fire Protection District; Aaron Kenneston – Washoe County Emergency Management; Bob Leighton – Reno Fire Department; Eric Millette – Sparks Fire Department; Bob Sack – Washoe County Health District; Brian Taylor – REMSA. Bobby Smith Washoe County Regional Animal Services joined the meeting at 9:02 a.m.

ABSENT: Jerry Baldrige – Washoe County Sheriff's Office; Jim Bolton – Reno Fire Department; Jack Byrom – TMWA; Kent Choma – Saint Mary's Regional Medical Center; Tim Leighton – Truckee Meadows Fire Protection District; Tom Miller – Sparks Police Department; Tracy Moore – Washoe County School District; Jim Reid – Sparks Fire Department; and Tim Spencer – Reno Fire Department.

Mary Kandaras – Deputy District Attorney, was also present.

2. PUBLIC COMMENT (Non-action item)

There were no public comments.

3. GRANT APPLICATION APPROVAL (For possible action) – *Prioritization and approval by the LEPC Grants & Finance Subcommittee membership on the 2016 State Emergency Response Commission (SERC), Hazardous Materials Emergency Preparedness Mid-Cycle Planning and Training grant application submissions from LEPC disciplines.*

Cathy Ludwig – Grants Administrator explained that by submitting a request each agency is also agreeing to the terms and conditions of the grant including approval by the City Council or other governing body of the grant recipient, current contact information for grant oversight/financial officer as well as quarterly reporting.

Bobby Smith – Washoe County Regional Animal Services, joined the meeting at 9:02 a.m.

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Ms. Ludwig requested that any modifications to the grant form be submitted immediately and drew attention to a comprehensive Risk Assessment for Sub-grantees policy implemented by the Washoe County Manager's Office.

Washoe County Emergency Management – RadWatch Project \$23,273.30

Scott Alquist provided an overview of the request noting that he would pull the viewer request and focus on the training exercises component. Mr. Alquist commented that the additional viewer will be used to augment the existing equipment with 160 individuals being trained. Mr. Alquist noted that the training cost was the same regardless of the number of individuals being trained. This request is a Train-the-Trainer for the region. The equipment request will be deferred to a future grant application process.

Ms. Ludwig commented that a total of \$71,298.02 in grant requests had been received for a grant not to exceed \$30,000.00. Additionally, this particular grant is limited to hazardous materials transportation and that while the total grant request had just been reduced by \$17,000.00 an additional \$23,500.00 in reductions was needed.

Responding to Ms. Ludwig's inquiry about whether this was a sole source item, Mr. Alquist stated that it was. Additionally, similar requests have been approved using HMEP grants in the past.

Aaron Kenneston noted that this would be a two part training program; one to review the new equipment and its operation, as well as, hands-on training in the use of the equipment during a hazardous materials incident using the Rad watches. Therefore, he supports the request.

During the discussion it was explained that the training includes first responders, as well as District Health, REMSA and other regional responders. It was noted that New York set the "Gold Standard" for this type of training and is designed to target the issues in this particular region, as well as, equipment and personnel. It was stated that the grant must be completed no later than September 30, 2016. Other discussion noted the intent to schedule a full scale exercise late fall 2016 to complement the training funded with this grant.

Washoe County Emergency Management PEAC Software data base for Hazmat \$8,995.00

Aaron Kenneston commented that the software would provide management and organization of Hazmat responses in the region. The request is being sponsored by Washoe County Emergency Management to provide central licensing thus allowing access to all responders in the region.

Eric Millette commented that, in his opinion, this is a robust interactive hazmat program that allows coordination with field personnel responding to unknown hazardous materials. Mr. Millette noted that this would provide one in each of the HazMat vehicles with two housed at

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the EOC for use as needed. Additionally, there is a \$5,000 annual maintenance fee that he believes can be funded using other grant processes. Mr. Millette noted that Homeland Security has funded this and could be a source of funding in the future.

Ms. Ludwig noted that the grant request would have to be submitted minus the WMD reference as this grant focuses solely on hazardous materials transportation.

RFD/TRIAD – Advanced Hazmat Life Support Training \$16,880.00

Bob Leighton withdrew the application. Mr. Leighton explained that additional research had been conducted and that the region will attempt to have someone from the Arizona State University provide the training that can be covered by a different grant.

Brian Taylor asked that REMSA be provided the information so that they may participate.

Eric Millette noted that the TRIAD will fund 4 representatives from RFD, SFD and TMFPD to attend a Train-the-Trainer course. Mr. Millette noted that REMSA could provide funding to send their representatives to participate in the class with the TRIAD members.

NLTFPD Continuing Challenge \$1,823.68; RTAA Continuing Challenge \$3,500.72; SFD/TRIAD Continuing Challenge \$16,375.32 – Total grant requests \$21,699.72

There was some discussion about the listed per diem rate of \$174.00, which GSA rules list as \$171.75 if using the 75% rate for travel days. During the discussion it was noted that the mileage rate had increased as of January 1, 2016.

Eric Millette explained that Continuing Challenge is a Hazmat conference that occurs annually with individuals from all agencies participating. In the past attendance has been somewhat problematic and that he has commitments from the Fire Chiefs of all agencies assuring that training slots will be filled.

There was some discussion about the modifications of reimbursement schedules.

Mr. Millette stated that he would hold firm on the request as he believes this is the top priority for the region.

Discussion then turned to modifications of other grant requests. As the discussion continued it was noted that the registration fee for Continuing Challenge should be \$400.00 rather than \$425.00.

NLTFPD removed the mileage request stating that an agency vehicle would be used.

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RTAA removed the mileage allowance as well and stated that an agency vehicle would be used for the trip. As the discussion continued the lodging reimbursement was set at \$120.00 with dual occupancy.

Discussion then focused on the remaining applications. It was noted that an upcoming grant could be used to purchase the viewer discussed in the RadWatch application from Washoe County Emergency Management. As the discussion continued, it was pointed out that the FY 2017 SERC, Planning, Training and Equipment grant would start July 1, 2016 and close in 2017. Other discussion noted that the PEAK software would replace the Aloha and Cameo programs already in place. It was pointed out that the upcoming SERC Planning, Training and Equipment grant would have multiple agencies vying for the limited funding, which is expected to be about \$25,000.00 with \$4,000.00 for LEPC operations.

It was suggested that perhaps this particular grant application be submitted for more than the specified amount. Of particular concern is whether SERC would approve the maximum allowed or discard the application entirely.

Mary Kandaras – Deputy District Attorney, recommended that Ms. Ludwig be allowed an opportunity to determine whether SERC would honor the grant application if submitted for more than the specified amount before taking any action.

The meeting recessed at 9:50 a.m. and reconvened at 9:55 a.m.

Ms. Ludwig noted that she had been unable to reach SERC and suggested that the applications be prioritized and reduced sufficiently to meet the maximum \$30,000.00 request limitation set forth in the grant.

Mr. Millette noted that while he supports both PEAC and the Rad Watch applications, this is the only funding opportunity available for Continuing Challenge. Mr. Millette emphasized that local agencies would most likely not be able to send personnel to the training exercise without the grant funding.

It was moved by Eric Millette, seconded by Bob Sack, to recommend that the Washoe Local Emergency Planning Committee General Membership, approve the 2016 SERC Hazardous Materials Emergency Preparedness Mid-Cycle Planning and Training Application in the following prioritized order: 1) Continuing Challenge: NLTFPD \$1,623.50; RTAA \$3,247.00; SFD/TRIAD \$15,884.82 total \$20,755.32; 2) RadWatch Hazmat Training \$5,950.00 for a total grant of \$26,705.32. MOTION CARRIED.

There was additional discussion that resulted in the adding Washoe County Regional Animal Services to the roster of Continuing Challenge attendees.

It was moved by Eric Millette, seconded by Brian Tayler, to add Washoe County Regional Animal Service to the Continuing Challenge in the amount of \$3,247.00 for a combined total grant of \$29,952.32. MOTION CARRIED.

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4. PUBLIC COMMENT (Non-action item)

Aaron Kenneston asked that future meetings be scheduled so as not to conflict with the date and time of SERC meetings.

Chair Gitmed noted that the next Grants and Finance Subcommittee meeting is set for February 11, 2016, at 10:00 a.m. to review and prioritize the FY 2017 SERC Planning, Training, Equipment and Operations grant submittals.

5. ADJOURNMENT (Non-action item)

Chair Gitmed adjourned the meeting at 10:17 a.m.