

WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

General Membership Committee

MINUTES

Thursday ~ February 15, 2007 ~ 9:00 A.M.

Washoe County Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ROLL CALL *

Chair Pedersen called the meeting to order at 9:20 a.m. A quorum was established.

MEMBERS PRESENT: Jim Caughron – Washoe County Risk Management; Joe DuRousseau – Reno Fire Department; Karen Fraley – Reno City Attorney's Office; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Telecommunications; Damian Higgins – U. S. Fish and Wildlife Service; David Hunkup – Reno-Sparks Indian Colony; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; James Lopey – Washoe County Sheriff's Office; Chet Malewski – Truckee Meadows Water Authority; Stephanie McCarthy – Washoe County District Health Department; Ron Schmidt – Sparks City Council; Chris Smith – Washoe County School District; Roger Van Alyne – Washoe County Public Works; Rick Vandenberg – City of Reno; and Woody Wright – University of Nevada, Reno.

ALTERNATES PRESENT: Kevin Brun – Veterans Administration Hospital; Beverly Buchanan – Reno Emergency Communications; Tami Cummings – Washoe County Sheriff's Office; Andy Flock – Sparks Fire Department; Chris Magenheimer – North Lake Tahoe Fire Protection District; Russ Pedersen – Washoe County Sheriff's Office;

MEMBERS ABSENT: Michael Alaux – American Red Cross; Steve Asher – Sparks Police Department; Gregory Befort – Regional Public Safety Training Center; Ryan Bird – Reno Public Works; John Bradley – H2O; Tim Busch – Sparks HazMat; Tom Clewell – Sparks Fire Department; Paul Donald – Washoe County District Health Department; Gary Dunn – Sparks Emergency Management; Jerri Eby – John Ascuagua's Nugget; Bruce Hicks – North Lake Tahoe Fire Protection District; James Johns – Reno Police Department; Steve Matles – Renown; Mike Mieras – Washoe County School District; Robin Pagni – Sparks Police Department; Rob Reeder – Regional Transportation Commission; Joe Reinhardt – Sierra Fire Protection District; Russ Rocha – Truckee Meadows Water Reclamation Facility; Gary Smith – Reno Tahoe Airport Authority; Kristen Walthers – KTVN Channel 2; and Patricia Williams – Reno Emergency Communications Center.

ALTERNATES ABSENT: Greg Belancio – Washoe County Public Works; Russell Brigham – Reno Sparks Indian Colony; Ella Carthen – Reno Emergency Communications Center; Tracy Chase – Reno City Attorney's Office; Eileen Coulombe – Washoe County District Health Department; Robert Cullins – University of Nevada, Reno; Steve Driscoll – Sparks Emergency Management; James Flenner – Sparks HazMat; Tad Fletcher – Reno Tahoe Airport Authority; James Frievault – Sparks HazMat; Randall Gray – Truckee Meadows Water Reclamation Facility; Ken Grein – Washoe County School District; Mike Heikka – Sierra Fire Protection District; Beverly Howe – American Red Cross; Jeff Kinder – CFR Engineering; Chris Lang – Reno Police Department; Tom Lo – Washoe County Telecommunications; Matt Marquez – Sparks Police Department; Jim Miller – Washoe County District Health Department; Alan Minor – Truckee Meadows Water Reclamation Facility; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services

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Authority; Erik Orask – U. S. Fish and Wildlife Service; Jason Pasco – KTVN Channel 2; Steve Pitts – Reno Police Department; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Laurie Sada – U. S. Fish and Wildlife Service; Marty Scheuerman – Reno Fire Department; John Slaughter – Washoe County Management Services; Klark Staffan – Regional Emergency Medical Services Authority; Vince Thomas – Sierra Fire Protection District; Dan Watkins – KOLO Channel 8;

Nathan Edwards – Deputy District Attorney, was also present.

2. APPROVAL OF JANUARY 25, 2007 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Jim Caughron, seconded by Chris Smith, to approve the January 25, 2007, minutes, as submitted. MOTION CARRIED.

3. TREASURER'S REPORT – *Review and acceptance of ODP (Office of Domestic Preparedness)/Homeland Security and SERC (State Emergency Response Commission) Grants – FFY (Federal Fiscal Year) 2006 and 2007*

Cathy Ludwig – Grants Administrator, noted the remaining balance of \$5,000.00 in the SERC (State Emergency Response Commission), United We Stand Grant and noted the approved project changes in the SERC (State Emergency Response Commission) HMEP (Hazardous Materials Emergency Preparedness) that funded the HazMat Explo10. The project changes approved funding for the travel to the NIMS (National Incident Management System) conference as well as the upcoming HAZWOPER (Hazardous Waste Operations and Emergency Response Standard) technical training. Ms. Ludwig reminded those present that the 2005 Homeland Security Grant had closed and that approximately 50-percent of the 2006 Homeland Security Statewide Evacuation Project funds had been expended to date.

It was moved by Jim Gubbels, seconded by Jim Caughron, to accept the Treasurer's Report as presented. MOTION CARRIED.

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

None.

5. ACTION ON THE RECOMMENDATION FROM THE LEPC (Local Emergency Planning Committee) GRANTS AND FINANCE SUBCOMMITTEE MEETING FOR THE 2008 STATE EMERGENCY RESPONSE COMMISSION (SERC) OPERATIONS, PLANNING, TRAINING AND EQUIPMENT GRANT REQUESTS NOT TO EXCEED \$34,000.00 AND THE 2007 SERC HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) PLANNING MID-CYCLE GRANT REQUESTS NOT TO EXCEED \$42,334.00

2008 State Emergency Response Commission (SERC) Operations, Planning, Training and Equipment Grant

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Andy Flock outlined the Grants and Finance Committee recommendation to fund the following: 1) American Red Cross in the amount of \$1,350.00 for one (1) 9,000 watt generator and one (1) 5500 watt generator; 2) Reno Emergency Communications in the amount of \$5,204.05 for two (2) laptop computers (\$4,600.00) and \$604.50 for supplies; 3) Sparks Fire Department in the amount of \$3,063.00 for one (1) SCBA (Self Contained Breathing Apparatus) ; 4) Washoe County Sheriff's Office Detention Center in the amount of \$3,063.00 for SCBA (Self Contained Breathing Apparatus) ; Nevada Hospital Association in the amount of \$2,931.20 for color detection tubes for gas kits and 2-Kg (kilo) pressurized cylinders for Fast Act Chemical Neutralizer, detection chips for gas detection; and 5) Regional HazMat Team in the amount of \$14,388.75 for five (5) 800 MHz portable radios. As well as \$1,830.47 for laptop and \$1,000.00 for clerical fees under the Operation category, to include the services of Robert Cox Enterprises for the Washoe Local Emergency Planning Committee administrative functions.

It was moved by Chris Smith, seconded by Jim Caughron, to approve the Grants and Finance Subcommittee recommendations to fund the following from the 2008 State Emergency Response Commission (SERC) Operations, Planning, Training and Equipment Grant: 1) American Red Cross in the amount of \$1,350.00 for one (1) 9,000 watt generator and one (1) 5500 watt generator; 2) Reno Emergency Communications in the amount of \$5,204.05 for two (2) laptop computers (\$4,600.00) and \$604.50 for supplies; 3) Sparks Fire Department in the amount of \$3,063.00 for one (1) SCBA (Self Contained Breathing Apparatus) ; 4) Washoe County Sheriff's Office Detention Center in the amount of \$3,063.00 for SCBA (Self Contained Breathing Apparatus) ; Nevada Hospital Association in the amount of \$2,931.20 for color detection tubes for gas kits and 2-Kg (kilo) pressurized cylinders for Fast Act Chemical Neutralizer, detection chips for gas detection; and 5) Regional HazMat Team in the amount of \$14,388.75 for five (5) 800 MHz portable radios. As well as \$1,830.47 for laptop and \$1,000.00 for clerical fees, including the services of Robert Cox Enterprises for the Washoe Local Emergency Planning Committee administrative functions. MOTION CARRIED.

Hazardous Materials Emergency Preparedness (HMEP) Grant

Andy Flock summarized the Grants and Finance Subcommittee recommendation to fund the following: Washoe Local Emergency Planning Committee update of the Washoe County Hazardous Materials Response Plan - \$12,150.00; and the Incline Village - North Lake Tahoe Evacuation Exercise, \$3,250.00 for consultant services to develop the exercise and \$1,325.50 for equipment expendables total \$4,575.50. Mr. Flock emphasized that the funds must be expended by September 30, 2007.

It was moved by Jim Caughron, seconded by Joe DuRousseau, to approve the Hazardous Materials Emergency Preparedness (HMEP) Grant requests as follows: 1) Washoe Local Emergency Planning Committee update of the Washoe County Hazardous Materials Response Plan - \$12,150.00; and 2) the Incline Village - North Lake Tahoe Evacuation Exercise, \$3,250.00 for consultant services to develop the exercise and \$1,325.50 for equipment expendables total \$4,575.50. MOTION CARRIED.

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Chair Pedersen expressed his appreciation to Mr. Flock for Chairing the Grants and Finance Subcommittee.

6. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

Aaron Kenneston outlined the upcoming schedule of Emergency Management events (copy on file) and asked member agencies submit events for inclusion on future calendars.

Stephanie McCarthy noted that the March 16, 2007, National Disaster Medical Conference in Nashville (Tennessee) had opened enrollment to the general population.

7. BRIEFING ON ReTRAC (Reno Transportation Rail Access Corridor) PLAN. DISCUSSION AND POSSIBLE ACTION FOR REVIEW OF THE LEPC (Local Emergency Planning Committee) HAZARDOUS MATERIALS RESPONSE PLAN ANNEXES REGARDING HAZARDOUS ASSESSMENT FACILITIES

Joe DuRousseau noted that the City was finalizing the Hazardous Materials Emergency Response Plan in conjunctions with Washoe County District Health and the Union Pacific Railroad as well as the City's Public Works Department. Mr. DuRousseau will bring the finalized plan to the Washoe LEPC (Local Emergency Planning Committee).

Nathan Edwards, Deputy District Attorney, reminded members that sensitive information should not be discussed in the open public forum. Responding to Chair Pedersen's inquiry about reordering the agenda to hear the Mizpah Hotel fire debriefing as the final item, Mr. Edwards commented that the agenda could be reordered as needed and reminded the Chair and members that the Nevada Attorney General's Office had cautioned against serial or constructive quorums, in the event that the de-briefing were given to less than a quorum of LEPC members, if members should subsequently discuss the debriefing outside the open meeting with LEPC members who were not present during the debriefing.

9. LEPC (Local Emergency Planning Committee) OFFICERS' COMMENTS * [Taken out of agenda order]

James Lopey reminded those present of the 2007 Homeland Security Grant budget meeting in Las Vegas (Nevada) on February 20, 2007. Mr. Lopey noted that persons needing additional program or contact information could contact Aaron Kenneston or himself.

Chair Pedersen noted that NIMS (National Incident Management Systems) would begin verifying each agency's NIMS compliance.

During a brief discussion it was noted that the Draft NIMS was out with comments due by February 19, 2007.

10. PUBLIC COMMENTS *

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None.

11. NOTIFICATION OF REVISED SCHEDULE FOR LEPC MEETINGS *

Cathy Ludwig – Grants Administrator, drew attention to the meeting scheduled for the balance of 2007 (copy on file) and noted that the LEPC (Local Emergency Planning Committee) meetings had changed from a monthly to a bi-monthly schedule. However, when needed special meetings will be scheduled for the Executive, Grants/Finance Subcommittees as well as the General membership.

12. NEXT LEPC MEETING ~ APRIL 19, 2007 - REGIONAL EMERGENCY OPERATIONS CENTER (REOC) *

The next meeting is scheduled for April 19, 2007.

Nathan Edwards – Deputy District Attorney, left the meeting at 9:42 a.m.

8. PRESENTATION ON MIZPAH DEBRIEFING * [Taken out of agenda order]

Jim Bolton – Reno Fire Department, narrated a PowerPoint presentation (copy on file) and debriefed members on the Mizpah Hotel fire and responses. Mr. Bolton outlined the types of building collapse and the six (6) sided approach used in fire suppression and noted the unique characteristics of early 20th century brick construction. Drawing attention to USAR (Urban Search and Rescue) techniques, Mr. Bolton explained the meaning of building exterior and markings, which identified various stages of inspection, location victims as well as identified passageways that allow teams to find trapped rescue workers in the event of a building collapse. Mr. Bolton provided a handout (copy on file) of the support structures in the basement of the Mizpah and how each component of the supporting structure functioned.

13. ADJOURNMENT

Chair Petersen adjourned the meeting at 10:19 a.m.

AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE GENERAL MEMBERSHIP IN SESSION ON APRIL 19, 2007.

* denotes NON action item