

Washoe Local Emergency Planning Committee

General Membership Committee

MINUTES

Thursday ~ February 17, 2011 ~ 9:00 a.m.
Washoe County Regional Public Safety Training Center
Room 105
5190 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ROLL CALL *

Vice-chair Munns called the meeting to order at 9:09 a.m. A quorum was established.

MEMBERS PRESENT: Frank Freivalt – Sparks Fire Department; Dave Hunkup – Reno Sparks Indian Colony; Teresa Long - Washoe County Health District; Kariann Maitland – Reno Emergency Communications Center; Michael Munda – Renown; Sandy Munns – Reno Emergency Management; Joe Nishikida – Reno Fire Department; Don Pelt – Pyramid Lake Paiute Tribe; Jim Reagan – NV Energy; Rob Reeder – Regional Transportation Commission; Scott Smiley – Washoe County Department of Water Resources; Dee Stueve – Associated General Contractors;

MEMBERS ABSENT: Brian Allen – Sparks Police Department; Gregory Befort – Regional Public Safety Training Center; Jim Caughron – Washoe County Risk Management; Jim Caughron – Washoe County Risk Management; Eileen Coulombe – Washoe County Health District; Gary Cummings – Sierra Chemical; Marshall Emerson – Washoe County Sheriff's Office; Richard Gammick – Washoe County District Attorney's Office; Mike Greene – Sierra Fire Protection District; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Communications and Security; Aaron Kenneston – Washoe County Emergency Management; Jeff Kinder – Nevada Division of Environmental Protection; Bob Knoll – Reno Fire Department; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Doug McPartland – Reno Police Department; Debbie Penrod – University of Nevada, Reno; and Chris Smith – Washoe County School District.

ALTERNATES PRESENT: Stacey Akurosawa – Washoe County Health District; Julie Bender - Regional Public Safety Training Center; Diane Drinkwater – Washoe County District Attorney's Office; Tim Leighton – Sierra Fire Protection District; Chris Maples – Sparks Fire Department; Mitch Nowicki - Regional Emergency Medical Services Authority;

ALTERNATES ABSENT: Ed Atwell – University of Nevada, Reno; Jerry Baldrige – Washoe County Sheriff's Office; Debra Barone – Saint Mary's Medical Center; Bev Buchanan – Reno Emergency Communications Center; Ella Carthen – Reno Emergency Communications Center; Ron Espalin – Sierra Chemical; Dave Evans – Nevada Division of Environmental Protection; Tom Garrison – Sparks Fire Department; Buzz Harris – Associated General Contractors; John Helzer – Washoe County District Attorney's Office; Bruce Hicks – North Lake Tahoe Fire Protection District; Steve Keefer – Sparks Police Department; Mike Kryzstof – Sierra Fire Protection District; Tim Kuzanek – Washoe County Sheriff's Office; John Madole – Associated General Contractors; Matt Marquez – Sparks

Washoe Local Emergency Planning Committee – General Membership

DRAFT minutes

February 17, 2011

Page 2

Police Department; Mark Katre – Reno Police Department; Jon McRae – Nevada Division of Environmental Protection; Kenneth Miller – Pyramid Lake Paiute Tribe; Scott Shaw – Reno Police Department; Mike Mieras – Washoe County School District; Jerry Preston – Washoe County Department of Water Resources; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; John Slaughter – Washoe County Management Services; Klark Staffan - Regional Emergency Medical Services Authority;

Mary Kandaras – Deputy District Attorney, was also present.

2. APPROVAL OF DECEMBER 16, 2010 LEPC (Local Emergency Planning Committee) GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Rob Reeder; seconded by Jim Caughron, to approve the December 16, 2011, minutes, as submitted. MOTION CARRIED.

3. TREASURER'S REPORT – *Review and acceptance of Homeland Security and SERC Grants – FFY (Federal Fiscal Year) 2010 and 2011*

Cathy Ludwig – Grants Administrator, drew attention to the 2011 SERC (State Emergency Response Commission) report noting that funds had been encumbered for purchases. The Planning, Training, Operations, & Equipment grant has expended \$5,634.18; and the 2011 SERC (State Emergency Response Commission) United We Stand (UWS) has expended \$3,943.00. FFY (Federal Fiscal Year) 2009 Homeland Security SPARTAN (Schools Prepared and Ready Together Across Nevada) is 78-percent expended and should be fully expended by July 2011. The Mass Fatality grant is ±98-percent expended and anticipated to close by May 2011.

It was moved by Jim Caughron, seconded by Mitch Nowicki, 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.*

Cathy Ludwig – Grants Administrator, noted that the application phases for 2012 SERC (State Emergency Response Commission) Training, Planning and Equipment grant as well as the UWS (United We Stand) grants were due by Monday, February 14, 2011. A Grants and Finance Subcommittee meeting will be held on Wednesday, February 23, 2011, to review, prioritize and make recommendation to the full LEPC (Local Emergency Planning Committee) General Membership. Ms. Ludwig then noted that the HMEP (Hazardous Materials Emergency Preparedness) mid-cycle grant has \$64,000.00 for training and \$84,000.00 for planning statewide. However, those amounts are subject to change.

* Denotes NON action item

Washoe Local Emergency Planning Committee – General Membership

DRAFT minutes

February 17, 2011

Page 3

5. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

There was no presentation.

6. UPDATE FROM THE RADIOLOGICAL TASK FORCE *

There was no presentation.

7. UPDATE OF CITIZEN CORPS *

Kaydie Paschall noted that Citizen Corps was in the process of registering the various programs, which should be completed by the end of February (2011) so that the organization can continue to qualify for federal funding. Ms. Paschall explained that Citizen Corps participates in various exercises such as flood, wildlife and the upcoming Broken Wing exercise. Currently the organization is preparing the “Be Prepared 101” program in conjunction with Washoe County Emergency Management and the American Red Cross.

Vice-chair Munns noted that next presentation was part of an ongoing effort to provide additional information to LEPC (Local Emergency Planning Committee) membership on topics of interest and pertinent to the group.

8. PRESENTATION BY THE STATE EMERGENCY RESPONSE COMMISSION ON THE SERC (State Emergency Response Commission) AND LEPC (Local Emergency Planning Committee) STRUCTURE AND RELATIONSHIP *

Karen Pabon – Executive Director SERC (State Emergency Response Commission), outlined her previous experiences in law enforcement and grants management. Ms. Pabon introduced Jim Reagan who is a member of the SERC as well as the Washoe LEPC (Local Emergency Planning Committee). Ms. Pabon then outlined the 1986 Superfund reauthorization that created the local districts to mitigate and respond to hazardous materials incidents.

Teresa Long left the meeting at 9:21 a.m.

Ms. Pabon described the use of fees collected to plan, train and purchase equipment for the response and mitigation of hazardous materials incidents. In the State of Nevada there are seventeen (17) districts consisting of each County in the State. Ms. Pabon then briefly outlined the following sections.

Teresa Long rejoined the meeting at 9:23 a.m.

* Denotes NON action item

Washoe Local Emergency Planning Committee – General Membership

DRAFT minutes

February 17, 2011

Page 4

Ms. Pabon provided brief descriptions of Sections 304, 311, 312,313 and others (copy of the presentation on file). The SERC structure allows for not more than twenty-five (25) members with expertise in various disciplines to protect citizens from hazardous materials and WMD (Weapons of Mass Destruction). Over time the focus of the LEPC's has expanded to include other disasters such as flood and earthquake. It was pointed out that the Hazardous Materials Plan and LEPC by-laws require specific updates and public meetings, which must be held, at minimum one a quarterly basis.

Jim Reagan extended his appreciation to Ms. Pabon and other SERC staff for their work. Mr. Reagan invited those present to attend SERC meetings and noted the spectrum of SERC members from rural areas as well as Clark and Washoe County public safety and the private sector.

Ms. Pabon can be reached at: email kpabon@dps.state.nv.us; or by telephone 775-687-6973. A copy of the presentation will be provided via email through Grants Administrator Cathy Ludwig.

Vice-chair Munns asked that members contact Ms. Ludwig, Chair Smith or himself with suggestions for future presentations.

9. LEPC (Local Emergency Planning Committee) OFFICERS', MEMBERS', ALTERNATES', AND STAFF COMMENTS * – *This item is limited to announcements or topics/issues proposed for future workshops/agendas.*

There were no announcements or comments.

10. PUBLIC COMMENTS *

Jim Caughron noted that he was working with Jeff Conley from the City of Reno in the development of a HazMat component for the Governor's Safety Conference in June 2011.

Brian Foote – Balfour, outlined the availability of certain resources.

Karen Pabon – Executive Director SERC (State Emergency Response Commission) noted that funds were being set aside for the October 2011 Reno Fire Shows.

During a brief discussion it was noted that there may be some grant funds for the Governors Safety Conference if there is a Hazardous Materials component.

Teresa Long – Washoe County Health District, left the meeting at 9:43 a.m.

* Denotes NON action item

Washoe Local Emergency Planning Committee – General Membership

DRAFT minutes

February 17, 2011

Page 5

11. NEXT LEPC (Local Emergency Planning Committee) MEETING ~ APRIL 21, 2011 – REGIONAL EMERGENCY OPERATIONS CENTER (REOC)

The next regular meeting is April 21, 2011.

Diane Drinkwater – Washoe County District Attorney’s Office, left the meeting at 9:44 a.m.

Chair Munns reminded those present to encourage the organization’s alternate representative to attend if the primary member cannot.

12. ADJOURNMENT

Vice-chair Munns adjourned the meeting at 9:45 a.m.