

**WASHOE LOCAL EMERGENCY PLANNING COMMITTEE**  
**GRANTS & FINANCE SUBCOMMITTEE**

MINUTES

**TUESDAY ~ FEBRUARY 19, 2008 ~ 9:00 a.m.**

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

**1. CALL TO ORDER/ROLL CALL**

Chair Alameda called the meeting to order at 9:15 a.m. A quorum was established.

**MEMBERS PRESENT:** Tim Alameda – Reno Fire Department; Tim Busch – Sparks HazMat; Jim Gubbels – Reno Emergency Medical Services Authority; Aaron Kenneston – Washoe County Emergency Management; Chet Malewski – Truckee Meadows Water Authority; Steve Matles – Renown; and Patricia Williams – Reno Emergency Communications. Joe DuRousseau – Reno Fire Department, joined the meeting at 9:31 a.m.

**ALTERNATES PRESENT:** Chris Magenheimer – North Lake Tahoe Fire Protection District; Alan Minor – Truckee Meadows Water Authority.

**MEMBERS ABSENT:** Steve Keefer – Sparks Police Department; Stephanie McCarty – Washoe County District Health Department; Mike Mieras – Washoe County School District; and Chris Smith – Washoe County School District.

**ALTERNATES ABSENT:** Kevin Brun – Veterans Administration Hospital; Gary Dunn – Sparks Emergency Management; James Flenner - Reno HazMat; Bruce Hicks – North Lake Tahoe Fire Protection District; Mike Mieras – Washoe County School District; Tom Miller – Sparks Police Department; Russ Pedersen – Washoe County Sheriff's Office; Dale Richardson – Washoe County School District; and Bob Sack – Washoe County District Health Department.

Nathan Edward – Deputy District Attorney, was also present.

**2. REVIEW AND APPROVAL OF GRANTS AND FINANCE SUBCOMMITTEE MEMBERSHIP LIST TO INCLUDE REPLACEMENT OF EXISTING MEMBERS WITH NEW MEMBERS**

Cathy Ludwig – Grants Administrator, commented that the newly appointed positions would replace retiring members as well as those that have been reassigned within their respective departments.

Chair Alameda outlined the new member list: Steve Keefer – replacing Robin Pagni for Sparks Police Department; Darrin Rice replacing Russ Pedersen from Washoe County Sheriff's Office; Bob Knoll replacing Joe DuRousseau – Reno Fire Department.

Ms. Ludwig noted that Mike Mieras – Washoe County School District was listed as both a primary and alternate for Washoe County School District Police and Emergency Management. Although the item is listed as an action item the LEPC (Local Emergency Planning Committee) bylaws allow the Grants and Finance Subcommittee Chair to appoint members without any specific action.

Nathan Edwards – Deputy District Attorney concurred and explained that the group could decline to take action on any actionable agenda item.

\* denotes NON action item

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- 3. GRANTS AND FINANCE SUBCOMMITTEE** – *Review, prioritize requests and recommend action to the General Membership of the Local Emergency Planning Committee on the 2009 State Emergency Response Commission (SERC), Planning, Training, Equipment and Operations Grant up to a maximum award of \$34,000.00 and 2007 State Emergency Response Commission (SERC), Hazardous Materials Emergency Preparedness (HMEP) Mid-Cycle Planning and Training Grant.*

Chair Alameda commented that Chief Bob Knoll – Reno Fire, had agreed to withdraw the Reno Fire Urban Search and Rescue radio request totaling \$15,024.50.

Tim Busch – Sparks HazMat commented that he found some applications that might not meet the HazMat requirement of the grant.

Cathy Ludwig – Grants Administrator, explained that applicants had been asked to submit detailed information on how their specific request could be tied to Hazardous Materials response or incidents. Those responses are appended to the handout (copy on file) provided to the board.

Darrin Rice – Washoe County Sheriff's Office, stated that the Kenwood radio request in the amount of \$5,115.00 could be reduced or removed if necessary.

Val Moser – Washoe County Sheriff's Office, suggested that the number of extra large coveralls be reduced sixteen (16) to fourteen (14).

Ms. Ludwig noted that \$4,000.00 of the grant was used for operational expenses: 1) \$2,750.00 for SERC (State Emergency Response Commission) administration; and 2) \$1,250.00 for transcription services (Robert Cox). Ms. Ludwig then noted that Washoe County Sheriff's Office had combined a mid-cycle request with their 2009 grant request for additional radios for the detention center, due to the fact that the radios were not a eligible request within the mid-cycle grants.

There was some discussion about number of fanny packs included in the Reno Fire Urban Search and Rescue request. It was suggested that the number of fanny packs be reduced from forty-eight (48) to thirty-eight (38). A recalculation of the total grant request resulted in a consensus to not decrease the number of Tychem coveralls request. As the discussion continued, it was suggested that Reno Police either absorb a portion of the shipping or reduce the number of monacles.

Joe DuRousseau – Reno Fire joined the meeting at 9:31 a.m.

Trenton Johnson – Reno Police Department, reduced the number of monacles from 200 to 198.

Ms. Ludwig noted the final grant application totaled \$29,936.77 plus \$4,000.00 for operational expenses.

\* denotes NON action item

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***It was moved by Jim Gubbels, seconded by Steve Matles, to approve 2009 State Emergency Response Commission (SERC), Planning, Training, Equipment and Operations Grant in the amount of \$33,996.77 as follows: 1) ten (10) Kenwood hand-held radios; includes charger and belt clip and ten (10) VHF antenna totaling \$5,115.00 – Washoe County Sheriff’s Office Search and Rescue; 2) four (4) Chem. Tape \$1,905.40, two (2) Tychem coverall small - \$436.90, eight (8) Tychem coverall medium \$1,747.60, eight (8)Tychem coverall large - \$1,747.60, sixteen (16) Tychem coverall extra large - @3,495.20, and six (6) Tychem coverall extra extra large - \$1,376.10 total \$10,708.80 – Washoe County Sheriff’s Office Detention; 3) ten (10) Urban Search and Rescue PPE (Personal Protection Equipment) Load Bearing Gear Hydration System - \$2,057.50, ten (10) belt for load bearing harness \$419.50, thirty-eight (38) low profile hydration pack - \$4,786.10; thirty-eight (38) web belt - \$1,513.92, thirty-eight (38) fanny pack - \$2,192.60, ten (10) shoring kit \$503.50, six (6) search marking kit - \$289.50, and shipping \$231.75 total \$11,994.37 Reno Fire Department Urban Search and Rescue Team; 4) ten (10) SMART Tags \$525.00 – REMSA (Regional Emergency Medical Services Authority); 5) 198 monocle for FM12 Masks – right/left \$1,623.60 and shipping \$30.00 total \$1,653.60; and 6) SERC (State Emergency Response Commission) operations \$2,750.00 and LEPC (Local Emergency Planning Committee) Recording Services (R. Cox \$1,250.00 total \$4,000.00). MOTION CARRIED.***

## **4. PUBLIC COMMENTS \***

Cathy Ludwig – Grants Administrator, commented that an error on the Thursday, February 21, 2008, LEPC General Membership meeting agenda would preclude action on the grant applications. However, SERC has stated that the General Membership can take action on the grant request at their regularly scheduled meeting on April 17, 2008.

Rick Vandenberg stated he would not be in attendance at the Tuesday, February 21, 2008, meeting.

Chair Alameda noted that Doug Woods was conducting a grant workshop today, February 19, 2008 at 1:30 p.m.

## **5. ADJOURNMENT**

Chair Alameda adjourned the meeting at 9:36 a.m.

**AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE GRANTS AND FINANCE SUBCOMMITTEE IN SESSION ON APRIL 17, 2008**

\* denotes NON action item