

WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

General Membership Committee

MINUTES

Thursday ~ April 28, 2011 ~ 9:00 a.m.
Regional Public Safety Training Center
Room 105
5190 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ROLL CALL *

Chair Smith called the meeting to order at 9:07 a.m. A quorum was established.

MEMBERS PRESENT: Gary Cummings – Sierra Chemical; Mark Katre – Reno Police Department; Jim Gubbels – Regional Emergency Medical Services Authority; Aaron Kenneston – Washoe County Emergency Management; Chris Magenheimer – North Lake Tahoe Fire Protection District; Joe Nishikida – Reno Fire Department (HazMat); Debbie Penrod – University of Nevada, Reno; Rob Reeder – Regional Transportation Commission; Jim Reagan – NV Energy; Scott Smiley – Washoe County Department of Water Resources; Chris Smith – Washoe County School District; and Woody Wright – University of Nevada Reno. Dave Hunkup- Reno Sparks Indian Colony, joined the meeting at 9:09 a.m. Jim Caughron – Washoe County Risk Management, joined the meeting at 9:43 a.m.

MEMBERS ABSENT: Brian Allen – Sparks Police Department; Scott Alquist – Truckee Meadows Community College; Gregory Befort – Regional Public Safety Training Center; Eileen Coulombe – Washoe County Health District; Frank Freivalt – Sparks Fire Department; Richard Gammick – Washoe County District Attorney; Mike Greene – Sierra Fire Protection District; Craig Harrison – Washoe County Communications and Security; Jeff Kinder – Nevada Division of Environmental Protection; Bob Knoll – Reno Fire Department; Teresa Long – Washoe County Health District; Kariann Maitland – Reno Emergency Communications Center; Chet Malewski – Truckee Meadows Water Authority; Emerson Marshall – Washoe County Sheriff's Office; Michael Munda – Renown; Don Pelt – Pyramid Lake Paiute Tribe; Dee Stueve – Associated General Contractors; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

ALTERNATES PRESENT: Stacey Akurosawa – Washoe County Health District; Diane Drinkwater – Washoe County District Attorney's Office; Nida Harjo – Reno Sparks Indian Colony; Mike Kryzstof – Sierra Fire Protection District; Jon McRae – Nevada Division of Environmental Protection; Jerry Preston – Washoe County Department of Water Resources;

ALTERNATES ABSENT: Ed Atwell – University of Nevada, Reno; Jerry Baldrige – Washoe County Sheriff's Office; Debra Baron – Saint Mary's Regional Medical Center; Julie Bender – Regional Public Safety Training Center; Beverly Buchanan – Reno Emergency Communications Center; Liz Clark – Reno Sparks Convention and Visitors Authority; Larry Cooley – Reno Sparks Indian Colony; Ron Espalin – Sierra Chemical; Dave Evans – Nevada Division of Environmental Protection; Tom Garrison – Sparks Fire Department; John Helzer – Washoe County District Attorney's Office; Bruce Hicks – North Lake Tahoe Fire protection District; Steve Keefer – Sparks Police Department; Tim Kuzanek

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– Washoe County Sheriff's Office; Tim Leighton – Sierra Fire Protection District; John Madole – Associated General Contractors; Chris Maples – Sparks Fire Department (HazMat); Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District; Kenneth Miller – Pyramid Lake Paiute Tribe; Mitch Nowicki – Regional Emergency Medical Services Authority; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; Scott Shaw – Reno Police Department; John Slaughter – Washoe County Management Services; Klark Staffan – Regional Emergency Medical Services Authority;

Mary Kandaras – Deputy District Attorney, was also present.

2. APPROVAL OF FEBRUARY 17, 2011 LEPC (Local Emergency Planning Committee) GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Jon McRae, seconded by Rob Reeder, to approve the February 17, 2011, General Membership meeting minutes, as submitted. MOTION CARRIED.

David Hunkup – Reno Sparks Indian Colony, joined the meeting at 9:09 a.m.

3. APPROVAL OF FEBRUARY 23, 2011 LEPC (Local Emergency Planning Committee) GRANTS AND FINANCE SUBCOMMITTEE MEETING MINUTES

It was moved by Joe Nishikida, seconded by Chris Magenheimer, to approve the February 23, 2011, Grants and Finance Subcommittee meeting minutes, as submitted. MOTION CARRIED.

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

Cathy Ludwig – Grants Administrator, outlined the third quarter SERC Planning, Training, Equipment and Operations grant noting that the Reno Fire Department had not responded to inquires about expenditure of fund. Ms. Ludwig asked that Joe Nishikida – Reno Fire (HazMat) convey concerns to appropriate personnel. Ms. Ludwig then noted that \$20,597.58 of the grant had been expended and that if the Reno Fire portion of the grant was not going to be expended to let her know as soon as possible. The SERC UWS (United We Stand) has expended \$14,143.00 of the \$30,000.00 grant leaving \$15,857.00. However, the Sparks Fire Department submitted their report late and is not included in the spreadsheets being reviewed at today's (April 28, 2011) meeting and will be included in the next update. Ms. Ludwig noted that the General Membership would take action later in today's (April 28, 2011) meeting agenda on the HMEP (Hazardous Materials Emergency Preparedness) mid-cycle grant. Drawing attention to the next set of spreadsheets, Ms. Ludwig noted that nearly all of the \$1-million grant for the Statewide Mass Fatality grant had been expended.

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Tim O'Brien – Reno Fire Department Emergency Manager, joined the meeting at 9:12 a.m.

Ms. Ludwig then drew attention to the SPARTAN (Schools Prepared and Ready Together Across Nevada) grant noting that ±71-percent of the \$500,000.00 grant had been expended. Ms. Ludwig explained that there may be some modifications of the project or time extension sought.

It was moved by Joe Nishikida, seconded by Mark Katre, to accept the Treasurer's Report, as presented. MOTION CARRIED.

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

Cathy Ludwig – Grants Administrator, noted that the 2012 SERC (State Emergency Response Commission) HMEP (Hazardous Materials Emergency Preparedness) grant had come out on Wednesday, April 27, 2011 and that the application form would be forwarded later today (April 28, 2011). Ms. Ludwig noted that the intent of the grant was for the Reno Fire Shows. Ms. Ludwig emphasized the need to have confirmed attendance in place before seeking a portion of the grant by member agencies and that she would require that applications be submitted to her no later than 5:00 p.m. June 1, 2011, to meet the SERC deadline of June 10, 2011. The Reno Fire Shows is scheduled October 24-26, 2011.

6. APPROVAL OF THE 2012 STATE EMERGENCY RESPONSE COMMISSION (SERC), PLANNING, TRAINING, EQUIPMENT AND OPERATIONS GRANT APPLICATIONS, LIMIT \$34,000.00, TO INCLUDE CLERICAL ASSISTANCE, NOT TO EXCEED 50% OF THE TOTAL OPERATIONS CATEGORY, AS RECOMMENDED BY THE LEPC (Local Emergency Planning Committee) GRANTS AND FINANCE SUBCOMMITTEE.

Chris Magenheimer provided an overview Grants and Finance Subcommittee recommendations for the 2012 SERC (State Emergency Response Commission) Planning, Training, Equipment and Operations grant as follows: 1) Reno Fire Department – one (1) each Industrial Scientific Gas Monitor - \$1,626.65, sampling pump - \$400.42 and BLA case - \$44.25 for a total request of \$2,071.32; 2) Regional Emergency Medical Services Authority – seven (7) MSA ESP II Communications System for Millennium Chemical-Biological Face Masks at \$324.00 each for a total request of \$2,268.00; 3) Reno Police Department – two (2) Portacount 8303 Pro Respirator Fit Test Machines at \$8,335.00 each, total request \$16,670.00; 4) Regional Hazmat Team (Triad) – two (2) RAE Systems MiniRAE 3000 – photo ionization detectors at \$3,210.00 total request \$6,420.00. Mr. Magenheimer noted that the original grant request had totaled \$29,967.57 and that SERC had denied funding for the Reno Fire Department CMC Rope Rescue Manual text books and CMC Confined Space

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Rescue text books and shipping in the amount of \$2,538.25 reducing the total grant request to \$27,429.32.

It was moved by Jim Gubbels, seconded by Jon McRae, to approve the Grant and Finance Subcommittee recommendation for the 2012 SERC (State Emergency Response Commission) Planning, Training, Equipment and Operations grant as follows: 1) Reno Fire Department – one (1) each Industrial Scientific Gas Monitor - \$1,626.65, sampling pump - \$400.42 and BLA case - \$44.25 for a total request of \$2,071.32; 2) Regional Emergency Medical Services Authority – seven (7) MSA ESP II Communications System for Millennium Chemical-Biological Face Masks at \$324.00 each for a total request of \$2,268.00; 3) Reno Police Department – two (2) Portacount 8303 Pro Respirator Fit Test Machines at \$8,335.00 each, total request \$16,670.00; 4) Regional Hazmat Team (Triad) – two (2) RAE Systems MiniRAE 3000 – photo ionization detectors at \$3,210.00 total request \$6,420.00 for a total grant request of \$27,429.32. MOTION CARRIED.

Mr. Magenheimer then detailed the SERC Operations grant: 1) \$2,000.00 for SERC operations; and 2) \$2,000.00 for recording secretary services provided by Robert Cox for a total operations grant of \$4,000.00.

It was moved by Jon McRae, seconded by Rob Reeder, to approve the Grants and Finance Subcommittee recommendation for the SERC (State Emergency Response Commission) Operations Grant: 1) \$2,000.00 for SERC operations; and 2) \$2,000.00 for recording secretary services provided by Robert Cox for a total operations grant of \$4,000.00. MOTION CARRIED.

Mr. Magenheimer then explained that the State Fire Marshal's Office can provide assistance in the acquisition of the text books sought by Reno Fire Department noting that Reno Fire would have to contact the State Fire Marshal directly.

7. APPROVAL OF THE 2012 STATE EMERGENCY RESPONSE COMMISSION (SERC) UNITED WE STAND (UWS) PLANNING, TRAINING, AND EQUIPMENT GRANT APPLICATIONS, LIMIT \$30,000.00, AS RECOMMENDED BY THE LEPC (Local Emergency Planning Committee) GRANTS AND FINANCE SUBCOMMITTEE

Chris Magenheimer summarized the Grants and Finance Committee's 2012 SERC (State Emergency Response Commission) UWS (United We Stand) Planning, Training and Equipment recommendations: 1) Regional Emergency Medical Services Authority – two (2) Liberator III Secure Dual-comm tactical headsets at \$785.00 each (total \$1,570.00) and shipping \$18.00 total request \$1,588.00; 2) Sparks Fire Department – one (1) each Baker Ballistic Batshield with LED (Light Emitting Diode) light system, \$3,895.00, LED light system \$399.00, and shipping \$50.00 total request \$4,344.00; 3) Reno Police Department – a)

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twenty-one (21) Chameleon Start Kit Arm Bands at \$177.45 each (\$3,726.45); b) four (4) M40 Multi-gas monitors – atmospheric detector at \$539.00 (\$2,156.00); c) two (2) SCBA (Self-contained Breathing Apparatus) at \$4,290.00 (\$8,580.00) for a total request of \$14,462.45; 4) Washoe County Sheriff's Office – a) four (4) Generation 3 monocular night vision goggles at \$2,937.55 each (\$8,812.65; b) three (3) MICH Mount at \$220.00 each (\$660.00; and c) shipping \$80.00 total request \$9,552.65 for a total grant request of \$29,947.10.

It was moved by Mark Katre, seconded by Jon McRae, to approve the Grants and Finance Subcommittee recommendations for the 2012 SERC (State Emergency Response Commission) UWS (United We State) Planning, Training and Equipment: 1) Regional Emergency Medical Services Authority – two (2) Liberator III Secure Dual-comm tactical headsets at \$785.00 each (total \$1,570.00) and shipping \$18.00 total request \$1,588.00; 2) Sparks Fire Department – one (1) each Baker Ballistic Batshield with LED (Light Emitting Diode) light system, \$3,895.00, LED light system \$399.00, and shipping \$50.00 total request \$4,344.00; 3) Reno Police Department – a) twenty-one (21) Chameleon Start Kit Arm Bands at \$177.45 each (\$3,726.45); b) four (4) M40 Multi-gas monitors – atmospheric detector at \$539.00 (\$2,156.00); c) two (2) SCBA (Self-contained Breathing Apparatus) at \$4,290.00 (\$8,580.00) for a total request of \$14,462.45; 4) Washoe County Sheriff's Office – a) four (4) Generation 3 monocular night vision goggles at \$2,937.55 each (\$8,812.65; b) three (3) MICH Mount at \$220.00 each (\$660.00; and c) shipping \$80.00 total request \$9,552.65 for a total grant request of \$29,947.10. MOTION CARRIED.

8. APPROVAL OF THE 2011 STATE EMERGENCY RESPONSE COMMISSION (SERC), HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) PLANNING AND TRAINING GRANT APPLICATIONS, AS RECOMMENDED BY THE LEPC (Local Emergency Planning Committee) GRANTS AND FINANCE SUBCOMMITTEE.

Chris Magenheimer outlined the recommendations of the Grants and Finance Subcommittee for the 2011 SERC (State Emergency Response Committee)/HMEP (Hazardous Materials Emergency Preparedness) Mid-Cycle Training Grant requests as follows: 1) TRIAD – one (1) each Rae Systems training, on-site trainer \$3,960.00 and travel expenses, equipment, training materials \$3,795.00 totaling \$7,755.00; 2) Inter Hospital Coordinating Committee – a) two (2) First Receiver Awareness at \$2,000.00 (\$4,000.00; b) one (1) First Receiver Operations Training a \$3,500.00; and c) Hazardous Waste Operations and Emergency Response Training \$3,750.00 for a total request of \$11,250.00; 3) Washoe County Health District – two (2) each McCoy RCRA Training in Portland, Oregon: two (2) registrations at \$1,950.00 each (\$3,900.00); b) hotel at \$127.12 for five (5) nights at \$635.60 per attendee (\$1,271.20); c) meals at \$236.00 per attendee (\$472.00); and d) airfare at \$385.40 per attendee (\$770.80 total request \$6,414.00; 4) Sparks Fire Department – Continuing Challenge: a) ten (10) registrations at \$375.00 each (\$3,750.00; b)

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hotel at \$114.37 for four (4) nights at \$457.48 for five (5) rooms (\$2,287.40); c) mileage at 262 miles at \$0.51 per mile for five (5) vehicles at \$133.62 each (\$668.10); and d) meals at \$162.00 for ten (10) attendees (\$1,620.00 for a total request of \$8,325.50; 5) Washoe County Health District – Continuing Challenge, a) three (3) registrations at \$375.00 each (\$1,125.00); b) two (2) hotel rooms at \$114.37 for four (4) night at \$457.48 each (\$914.96; c) meals at \$162.00 each for three (3) attendees (\$468.00 for a total request of \$2,525.96; and 6) Reno Fire Department – Continuing Challenge: a) four (4) registrations at \$375.00 (\$1,500.00); b) two (2) hotel rooms at \$457.48 (\$914.96); c) two (2) mileage at \$133.62 (\$267.24); and d) four (4) meals at \$162.00 (\$648.00) total request \$3,330.20 for a total grant request of \$39,600.66. Mr. Magenheimer noted that Reno Fire Department had pulled training request totaling \$1,364.52 and that applications submitted by the North Lake Tahoe Fire Protection District were denied funding by SERC.

It was moved by Rob Reeder, seconded by Woody Wright, to approve the Grants and Finance Subcommittee recommendations for the 2011 SERC (State Emergency Response Committee)/HMEP (Hazardous Materials Emergency Preparedness) Training Grant requests as follows: 1) TRIAD – one (1) each Rae Systems training, on-site trainer \$3,960.00 and travel expenses, equipment, training materials \$3,795.00 totaling \$7,755.00; 2) Inter Hospital Coordinating Committee – a) two (2) First Receiver Awareness at \$2,000.00 (\$4,000.00; b) one (1) First Receiver Operations Training a \$3,500.00; and c) Hazardous Waste Operations and Emergency Response Training \$3,750.00 for a total request of \$11,250.00; 3) Washoe County Health District – two (2) each McCoy RCRA Training in Portland, Oregon: two (2) registrations at \$1,950.00 each (\$3,900.00); b) hotel at \$127.12 for five (5) nights at \$635.60 per attendee (\$1,271.20); c) meals at \$236.00 per attendee (\$472.00); and d) airfare at \$385.40 per attendee (\$770.80 total request \$6,414.00; 4) Sparks Fire Department – Continuing Challenge: a) ten (10) registrations at \$375.00 each (\$3,750.00; b) hotel at \$114.37 for four (4) nights at \$457.48 for five (5) rooms (\$2,287.40); c) mileage at 262 miles at \$0.51 per mile for five (5) vehicles at \$133.62 each (\$668.10); and d) meals at \$162.00 for ten (10) attendees (\$1,620.00 for a total request of \$8,325.50; 5) Washoe County Health District – Continuing Challenge, a) three (3) registrations at \$375.00 each (\$1,125.00); b) two (2) hotel rooms at \$114.37 for four (4) night at \$457.48 each (\$914.96; c) meals at \$162.00 each for three (3) attendees (\$468.00 for a total request of \$2,525.96; and 6) Reno Fire Department – Continuing Challenge: a) four (4) registrations at \$375.00 (\$1,500.00); b) two (2) hotel rooms at \$457.48 (\$914.96); c) two (2) mileage at \$133.62 (\$267.24); and d) four (4) meals at \$162.00 (\$648.00) total request \$3,330.20 for a total grant request of \$39,600.66. MOTION CARRIED.

Char Smith noted that there was one application in the amount of \$7,116.42 for the 2011 SERC/HMEP Mid-Cycle Planning Grant cycle from TMCC (Truckee Meadows Community College for Hazmat table top exercises.

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It was moved by Rob Reeder, seconded by Joe Nishikida, to approve the Grants and Finance Subcommittee recommendation to approve the SERC (State Emergency Response Commission)/HMEP (Hazardous Materials Emergency Preparedness Planning) grant for Hazmat Table Top exercises at Truckee Meadows Community College (TMCC) in the amount of \$7,116.42. MOTION CARRIED.

9. APPROVAL OF NOMINATIONS AND VOTE FOR LEPC (Local Emergency Planning Committee) VICE-CHAIRMAN POSITION

Cathy Ludwig – Grants Administrator, distributed nomination ballots and reminded members that all ballots must be signed in accordance with the Nevada Open Meeting Law.

Chair Smith continued the open agenda item stating that the item would be reopened once the balloting was completed.

Mark Katre – Reno Police Department, left the meeting at 9:29 a.m.

10. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

Aaron Kenneston – Washoe County Emergency Management, outlined upcoming training opportunities including the Saturday, April 30, 2011, Fire Evacuation Drill at Galena High School located at 3600 Butch Cassidy Drive, Reno Nevada. Other training opportunities include the May 5, 2011, tabletop exercise for the Reno Tahoe International Airport which precedes the drill on May 25, 2011. The Reno Air Races will conduct a tabletop exercise on June 2, 2011 at the Regional Emergency Operations Center. Mr. Kenneston noted that additional training opportunities can be found at: <http://www.washoecounty.us/em/tepw.html>.

Jeff Whitesides – Washoe County Health District, noted that Washoe County Health District in conjunction with the University of Nevada, Reno, would conduct a Dry POD (Point of Dispensing) exercise.

11. UPDATE FROM THE RADIOLOGICAL TASK FORCE *

Aaron Kenneston Washoe County Emergency Management, noted that Scott Alquist was unable to attend today's (April 28, 2011) meeting and that there will be a series of three (3) tabletop exercises on the transportation of radiological hazardous materials through Washoe County. Dates for the exercises will be announced.

9. APPROVAL OF NOMINATIONS AND VOTE FOR LEPC (Local Emergency Planning Committee) VICE-CHAIRMAN POSITION [Reopened]

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Chair Smith announced that Chris Magenheimer had been elected Vice-Chair of the Washoe Local Emergency Planning Committee.

12. UPDATE OF CITIZEN CORPS *

Lynda Sienko provided a handouts for the upcoming Fire evacuation Drill at Galena High School, a planning meeting Prepare 10-1 date to be announced, May 25 Broken Wing exercise and CERT (Community Emergency Response Teams) academies. Ms. Sienko noted that there were a number of family oriented opportunities that would involve children including the Family Assistance Center that can incorporate children and extended families as part of the exercise.

13. PRESENTATION BY AMATEUR RADIO EMERGENCY SERVICE (ARES) ON 'What is Amateur Radio and Why It Is a Community Resource' *

Chair Smith noted that Mr. Miller was unable to attend today's (April 28, 2011) meeting

14. 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.

Dave Hunkup – Reno Sparks Indian Colony (RSIC), introduced Nida Harjo of the RSIC Tribal Police who along with RSIC Tribal Police Chief Larry Cooley will serve as alternates.

Aaron Kenneston – Washoe County Emergency Management, introduced the recently appointed City of Reno Emergency Manager Tim O'Brien.

Jim Caughron – Washoe County Risk Management, joined the meeting at 9:43 a.m.

Chair Smith drew attention to two (2) pieces of pending legislation that may have a detrimental effect on non-uniformed emergency personnel AB151 and SB140. Additional information can be found at

15. PUBLIC COMMENTS *

There were no public comments.

16. NEXT LEPC MEETING * ~ June 16, 2011, Regional Emergency Operations Center (REOC)

The next meeting is scheduled on Thursday June 16, 2011 in the Regional Emergency Operations Center.

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17. ADJOURNMENT

Chair Smith adjourned the meeting at 9:46 a.m.

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