

**WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**

**GENERAL MEMBERSHIP COMMITTEE**

**MEETING MINUTES**

**June 18, 2009 ~ 9:00 A.M.**

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

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

Chair Magenheimer called the meeting to order at 9:06 a.m. A quorum was established.

**MEMBERS PRESENT:** Scott Alquist – Truckee Meadows Community College; Matt Bennett – Charter Communications; Chris Brockway – Reno Sparks Convention and Visitors Authority; Jim Caughron – Washoe County Risk Management; Eileen Coulombe – Washoe County Health District; Gary Cummings – Sierra Chemical; Frank Freivalt – Sparks Fire Department; Dave Hunkup – Reno Sparks Indian Colony; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; Bob Knoll – Reno Fire Department; Teresa Long – Washoe County Health District; Rob Reeder – Regional Transportation Commission; Russell Rocha – Ormat Nevada Steamboat Facilities; Chris Smith – Washoe County School District; Eugene Spoon – Renown; Roger Van Alyne – Washoe County Public Works; and Woody Wright – University of Nevada, Reno.

**MEMBERS ABSENT:** Brian Allen – Sparks Police Department; Gregory Befort – Regional Public Safety Training Center; Jason Benson – NVEnergy; Terry Bohl – Pyramid Lake Paiute Tribe; John Bradley – H2O; Gabrielle Carr – Reno City Attorney’s Office; Peter Dolan – Reno Tahoe Airport Authority; Steve Driscoll – Sparks Emergency Management; Jerri Eby – John Ascuagua’s Nugget; Marshall Emerson – Washoe County Sheriff’s Office; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Telecommunications; Mike Greene – Sierra Fire Protection District; Bruce Hicks – North Lake Tahoe Fire protection District; Jen Jackson – KTVN Channel 2; Jim Johns – Reno Police Department; Jeff Kinder – Nevada Division of Environmental Protection; Chet Malewski – Truckee Meadows Water Authority; Alan Minor – Truckee Meadows Water Reclamation Facility; Mitch Nowicki – Regional Emergency Medical Services Authority; Ron Schmidt – Sparks City Council; and Rick Vandenberg – City of Reno Information Technology.

**ALTERNATES PRESENT:** Rick Bareuther – City of Sparks Information Technology; Russell Brigham – Reno Sparks Indian Colony; Liz Clark – Reno Sparks Convention and Visitors Authority; Dave Evans – Nevada Division of Environmental Protection; Tom Garrison – Sparks Fire Department; Tom Lo – Washoe County Telecommunications; Matt Marquez – Sparks Police Department; Chris Magenheimer – North Lake Tahoe Fire Protection District; Kariann Maitland – Reno Emergency Communications; Val Moser – Washoe County Sheriff’s Office; and Jeff Whitesides – Washoe County Health District.

**ALTERNATES ABSENT:** J. D. Akenhead – Truckee Meadows Community College; Greg Belancio – Washoe County Public Works; Julie Bender – Regional Public Safety Training Center; John Bernardy – Ormat Nevada Steamboat Facilities; Chris Bordes – Reno Tahoe Airport Authority; Brent Boynton – KOLO Channel 8; Beverly Buchanan – Reno Emergency Communications; Darcie Carpenter – Barton Memorial Hospital; Tracy Chase – Reno City Attorney’s Office; Fred Davis – Pyramid Lake Paiute Tribe; Beverly Depew – American Red

\* denotes NON action item

# *Washoe Local Emergency Planning Committee General Membership*

DRAFT Minutes

June 18, 2009

Page 2 of 5

Cross; Charlie Dimino – Reno Police Department; Ron Espalin – Sierra Chemical; James Flenner – City of Reno; Dan Gabica – Charter Communications; Steve Keefer – Sparks Police Department; Mike Krysztof – Sierra Fire Protection District; Tim Kuzanek – Washoe County Sheriff's Office; Mike Mieras – Washoe County School District; Gary Neilson – Reno Fire Department; Deb O'Gorman – Truckee Meadows Community College; Jim Reagan – NVEnergy; Kristin Remington – KTVN Channel 2; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; Jason Sease – Sierra Fire Protection District; John Slaughter – Washoe County Management Services; Klark Staffan – Regional Emergency Medical Services Authority; John Tarter – Reno Police Department; Bruce Wade – American Red Cross; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

Legal counsel was not present.

## **2. APPROVAL OF THE APRIL 16, 2009 GENERAL MEMBERSHIP MEETING MINUTES**

***It was moved by Jim Caughron, seconded by Chris Brockway, to approve the April 16, 2009, General Membership minutes, as submitted. MOTION CARRIED.***

## **3. APPROVAL OF THE MAY 18, 2009 GRANTS AND FINANCE SUBCOMMITTEE MEETING MINUTES**

Grants Administrator Cathy Ludwig noted that the meeting minutes should indicate the date as May 18 rather than May 8.

***It was moved by Valerie Moser, seconded by Jim Caughron, to approve the May 18, 2009, Grants and Finance Subcommittee minutes, as amended. MOTION CARRIED.***

## **4. TREASURER'S REPORT – Review and acceptance of Homeland Security and SERC (State Emergency Response Commission) Grants – FFY (Federal Fiscal Year) 2008 and 2009**

Cathy Ludwig – Grants Administrator, noted that 2008 SERC (State Emergency Response Commission) HazMat Explo grant had closed and that she will discuss the 2009 grant cycle under a separate agenda item. Ms. Ludwig then explained that the 2009 SERC, Planning, Training, Equipment & Operations Grant and 2009 SERC, United We Stand Grants are nearly expended and is expecting fourth quarter reports from subgrants. The 2008 Homeland Security Statewide Evacuation, Shelter & Mass Care Grant is underway with \$60,000 expended and another \$74,000 encumbered out of the \$993,750 grant. The Mass Fatality Project funding of \$738,346 is in progress with \$112,500 having been expended.

\* denotes NON action item

# *Washoe Local Emergency Planning Committee General Membership*

DRAFT Minutes

June 18, 2009

Page 3 of 5

***It was moved by Jim Caughron, seconded by Bob Knoll, 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 Coordinator, noted that she had received notification of the SERC (State Emergency Response Commission) HMEP (Hazardous Materials Emergency Preparedness) mid-cycle grant. Ms. Ludwig noted that there would be a limited response time and that a special meeting of the General Membership would be required to approve the requests before it can be submitted to SERC. Ms. Ludwig believes that the special meeting will be held on Thursday, July 9, 2009.

**6. APPROVAL OF THE 2010 STATE EMERGENCY RESPONSE COMMISSION (SERC), UNITED WE STAND (UWS) PLANNING, TRAINING, AND EQUIPMENT GRANT APPLICATIONS, LIMIT \$30,000.00, AS RECOMMENDED BY THE LEPC GRANTS & FINANCE SUBCOMMITTEE**

Chair Magenheimer provided an overview of the Grants and Finance Subcommittee recommendation to fund: 1) Washoe County Sheriff's Office – one night vision goggle, two mobile printers, three satellite phone car kits and three pagers TOTAL \$4,945.59; 2) Reno Fire Urban Search and Rescue – one APCO P-25 compliant UHF radio, one Bendix King programming plug and shipping – TOTAL \$3,196.53; 3) North Lake Tahoe Fire Protection District – Extrication Equipment - TOTAL \$5,175.00; 3) American Red Cross – two laptops TOTAL \$1,000.00; 4) Reno Police Department – one SCOUT Mobile Reconnaissance System – TOTAL \$9,000.00; 5) Regional HazMat – three Multi gas monitors TOTAL \$5,090.70; and 6) Regional Emergency Medical Services Authority – two 60-minute SCBA (Self Contained Breathing Apparatus) TOTAL \$1,590.00; for a total grant request of \$29,997.82. Chair Magenheimer extended his appreciation to those that worked so diligently to reduce the funding request from more than \$97,000.00.

***It was moved by Jim Caughron, seconded by Chris Brockway, to approve the 2010 SERC (State Emergency Response Commission) United We Stand (UWS) Planning, Training and Equipment grant in the amount of \$29,997.82. MOTION CARRIED.***

**7. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS \***

Aaron Kenneston outlined upcoming exercise/training sessions including today's (June 18, 2009) Business Partnership Exercise that uses the circus Circus Hotel/Casino as the disaster site with some forty different business participating. Mr. Kenneston asked that first responders also be present. At 10:00 a.m., Friday, June 26, 2009, City Watch training will be offered. Mr. Kenneston noted that City Watch is only used by Incline Village PSAP (Public

\* denotes NON action item

# *Washoe Local Emergency Planning Committee General Membership*

DRAFT Minutes

June 18, 2009

Page 4 of 5

Safety Answering Point) and the Court System currently. Mr. Kenneston recalled an incident in which a message needed to be distributed quickly but there were no trainer personnel while he was out of the area. Mr. Kenneston then invited those present to participate in the July 7 and 8, 2009 Evacuation Workshop in Elko (Nevada). And pointed out that grant funds were available to reimburse expenses. The Evacuation, Shelter & Mass Care Interstate Evacuation Conference is slated for August 20, 2009 at South Lake Tahoe.

## **8. UPDATE FROM THE RADIOLOGICAL TASK FORCE \***

Scott Alquist provided an overview of the recent meeting that included representatives from Reno, Sparks and Washoe County as well as District and State Health agencies. Mr. Alquist noted that the group had worked on the needs assessment and that Bob Knoll had volunteered to address the Hospital Council on their needs. Mr. Alquist noted that Canberas were being sought and that SOP's (Standard Operating Procedures) and training needed to be completed before the shipments of radiological waste could begin. Mr. Alquist noted that Woody Wright had taken the lead in basic training and that Michael Hurick of American Red Cross had noted that screening of self evacuees would be needed if an incident were to occur.

## **9. ANNOUNCEMENT OF UPCOMING LEPC (Local Emergency Planning Committee) OFFICER NOMINATIONS TO TAKE PLACE IN AUGUST 2009 \***

Cathy Ludwig – Grants Administrator, noted that the nomination and election of Officers would occur in August with the new Officer's taking their positions at the October meeting. Ms. Ludwig noted that Chair Magenheimer would leave the position of Chair with Vice-chair Jim Caughron moving to that position. The position of Vice-chair and At-Large will be open for nomination.

## **10. 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.***

Chair Magenheimer recalled that Greg Befort had indicated a desire to relinquish the Chair's position with the Training Subcommittee and those persons interested in serving either as the Chair or on the Subcommittee contact Cathy Ludwig or Aaron Kenneston. Ms. Magenheimer then noted that LEPC will be reviewing the membership roster in an attempt to decrease the time needed to call roll and determine whether a quorum of members were present. Chair Magenheimer suggested that each agency review their membership roster and notify Ms. Ludwig of any changes.

Jim Caughron noted that the 2008 Emergency Response Guide booklets were available at no charge.

\* denotes NON action item

# *Washoe Local Emergency Planning Committee General Membership*

DRAFT Minutes

June 18, 2009

Page 5 of 5

Aaron Kenneston commented the EOC's (Emergency Operations Center) Intern is working on a Facebook and other social media to provide greater outreach to the general public. Mr. Kenneston noted that the links to Facebook, Twitter and other social outlets would be distributed later today (June 18, 2009).

## **11. PUBLIC COMMENTS \***

There were no public comments.

## **12. NEXT LEPC MEETING ~ August 20, 2009 - Regional Emergency Ops. Center (REOC)**

The next regular meeting of the Washoe LEPC (Local Emergency Planning Committee) will be August 20, 2009. A special meeting will be held on Thursday, July 9, 2009, to take action on the mid-cycle SERC (State Emergency Response Commission) HMEP (Hazardous Materials Emergency Planning) grant.

## **13. ADJOURNMENT**

Chair Magenheimer adjourned the meeting at 9:32 a.m.