

# WASHOE LOCAL EMERGENCY PLANNING COMMITTEE

## *General Membership Committee*

### MINUTES

Thursday ~ August 13, 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 9:07 a.m. A quorum was established.

**MEMBERS PRESENT:** Greg Befort – Regional Public Safety Training Center; Chris Brockway – Reno Sparks Convention and Visitors Authority; Jim Caughron – Washoe County Risk Management; Eileen Coulombe – Washoe County Health District; Gary Cummings – Sierra Chemical; Dave Hunkup – Reno Sparks Indian Colony; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; Jeff Kinder – Nevada Division of Environmental Protection; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Doug McPartland – Reno Police Department; Ron Schmidt – Sparks City Council; Chris Smith – Washoe County School District; Teresa Long – Washoe County Health District; Rob Reeder – Regional Transportation Commission; Eugene Spoon - Renown; and Dee Stueve – Associated General Contractors; Marshall Emerson – Washoe County Sheriff's Office; Scott Alquist – Truckee Meadows Community College. Chris Smith Washoe County School District joined the meeting at 9:19 a.m. John Slaughter – Washoe County Management Services, joined the meeting at 9:45 a.m.

**MEMBERS ABSENT:** Brian Allen – Sparks Police Department; Matt Bennett – Charter Communications; Terry Bohl – Pyramid Lake Paiute Tribe; Peter Dolan – Reno Tahoe Airport Authority; Steve Driscoll – Sparks Emergency Management; Frank Freivalt – Sparks Fire Department; Mike Greene – Sierra Fire Protection District; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Communications and Security; Bob Knoll – Reno Fire Department; Jen Jackson – KTVN \_ Channel 2; Alan Minor – Truckee Meadows Water Reclamation Facility; Joe Nishikida – Reno Fire Department; and Rick Vandenberg – Reno Emergency Communications.

**ALTERNATES PRESENT:** Brent Boynton – KOLO Channel 8; Russell Brigham – Reno Sparks Indian Colony; Fred Davis – Pyramid Lake Paiute Tribe; Dan Gabica – Charter Communications; Kariann Maitland – Reno Emergency Communications; Eric Millette – Sparks Fire Department; Val Moser – Washoe County Sheriff's Office; Sandy Munns – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Matt Marquez – Sparks Police Department; Dave Evans – Nevada Division of Environmental Protection.

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**ALTERNATES ABSENT:** Russ Rocha – Ormat Nevada Steamboat Facilities; J. D. Akenhead – Truckee Meadows Community College; Rick Bareuther – Sparks Information Technology; Debra Barone – Washoe County Health District; Julie Bender – Regional Public Safety Training Center; John Bernardy – Ormat Nevada Steamboat Facilities; Chris Bordes – Reno Tahoe Airport Authority; Beverly Buchanan – Reno Emergency Communications; Liz Clark – Reno Sparks Convention and Visitors Authority; Beverly Depew – American Red Cross; Charlie Dimino – Reno Police Department; Ron Espalin – Sierra Chemical;; Tom Garrison – Sparks Fire Department; Buzz Harris – Associated General Contractors; Bruce Hicks – North Lake Tahoe Fire Protection District; Steve Keefer – Sparks Police Department; Mike Krysztof – Sierra Fire Protection District; Tim Kuzanek – Washoe County Sheriff's Office; Tom Lo – Washoe County Communications and Security; John Madole – Associated General Contractors; Mike Mieras – Washoe County School District; Deb O'Gorman – Truckee Meadows Community College; Kristin Remington – KTVN Channel 2; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; Jason Sease – Sierra Fire Protection District; Klark Staffan – Regional Emergency Medical Services Authority; John Tarter – Reno Police Department; Bruce Wade – American Red Cross; Jeff Whitesides – Washoe County Health District; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

Mary Kandaras – Deputy District Attorney, joined meeting at 9:10 a.m.

## **2. TREASURER'S REPORT** – *Review and acceptance of Homeland Security and SERC (State Emergency Planning Commission) Grants – FFY (Federal Fiscal Year) 2009 and 2010*

Cathy Ludwig – Grants Administrator, provided an overview of the spreadsheets (copies on file) and explained that the SERC (State Emergency Response Commission) balances were zero (0) as this was the beginning of the new grant period that started on July 1, 2009. The UWS (United We Stand) grant is also in the beginning stages and has gone to the BCC (Board of County Commissioners who accepted the grant award. Subgrant contracts are being distributed to those agencies who received grant funding. Ms. Ludwig then focused on the Homeland Security Statewide Evacuation, Shelter & Mass Care grant, in which \$834,925.00 had been expended, with an additional \$813,000.00 encumbered. The Statewide Mass Fatality grant has expended \$496,764.86, with \$441,000.00 encumbered with Washoe County Emergency Manager Aaron Kenneston providing an update on those activities later in today's (August 13, 2009) meeting.

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

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

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Cathy Ludwig – Grants Administrator, commented that unexpended funds from the 2010 HMEP (Hazardous Materials Emergency Preparedness) grant, which is funding the Silver State Safety & HazMat Conference in Reno (Nevada), will most likely be added to the Mid-cycle Grant pool. Ms. Ludwig noted that the LEPC should be thinking about grant requests for that funding and that a Grants and Finance and General membership meetings will be convened once the grant information becomes available.

#### **4. APPROVAL OF THE 2010 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**

Chair Magenheimer provided an overview of the agenda item noting that the Grants and Finance Committee had met on Wednesday, August 12, 2009, to review and make recommendation on the Training and Planning grant.

Cathy Ludwig – Grants Administrator, summarized the Planning and Training Grant requests for: 1) Training: (a) Silver State Safety & HazMat training in the amount of \$2,600.00; (b) BullEx Interactive Internet Training in the amount of \$200.00; and 2) Planning (a) multi-facility regional hazardous materials and decontamination training exercise \$23,700.00; and (b) Field Interoperability exercise for HazMat response - \$64,840.00 for a total grant request of \$2,800.00 for training and \$88,540.00 for planning.

***It was moved by Jim Caughron, seconded by Eugene Spoon, to approve the grants and Finance Committee's 2010 State Emergency Response Commission (SERC) Hazardous Material Emergency Preparedness) Planning and Training grant as presented. MOTION CARRIED.***

#### **5. APPROVAL OF NOMINATIONS AND VOTE FOR ANNUAL LEPC (Local Emergency Planning Committee) OFFICER POSITIONS**

Cathy Ludwig – Grants Administrator, distributed ballot for the election of Officers and the At-Large representative.

Mary Kandaras – Deputy District Attorney, reminded voting members that ballots must be signed and retained as part of the public record.

Chris Smith – Washoe County School District, joined the meeting at 9:19 a.m.

Chair Magenheimer continued this agenda item until later in the meeting.

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## **6. REVIEW AND APPROVAL OF LEPC (Local Emergency Planning Committee) BYLAWS**

Chair Magenheimer provided an overview of the proposed changes that are shown in red and drew attention to the proposed elimination of the Planning and Training Subcommittee.

Gregory Befort explained that the continuing challenge has and continues to be the collection of training data for NIMS (National Incident Management System) and ICS (Incident Command System) needed to complete federal tracking documents. Mr. Befort noted that there is some grant funding available to fund a position that will collect, analyze and oversee the training needs and gap analysis needed to manage the region's training. For example, Jim Powell has extensive experience and has previously assisted the region. Mr. Befort pointed out that there is no mandate to have a Planning and Training Subcommittee.

Responding to Brent Boynton's inquiry about why NVEnergy is not listed as a LEPC (Local Emergency Planning Committee) member, Chair Magenheimer explained that SPPCo (Sierra Pacific Power Company) NVEnergy had been listed as a member in the past, but failed to attend meetings, thereby resulting in the termination of their membership.

Chet Malewski stated that TMWA (Truckee Meadows Water Authority) is represented on the LEPC.

***It was moved by Jim Caughron, seconded by Eugene Spoon, to approve the modifications to the Washoe Local Emergency Planning Committee, as presented.***  
**MOTION CARRIED.**

## **7. APPROVAL OF LEPC (Local Emergency Planning Committee) MEMBERSHIP LIST**

Chair Magenheimer noted that the Executive Committee had also reviewed and amended the various disciplines and agency membership lists including both primary and alternate members.

John Slaughter – Washoe County Management Services, joined the meeting at 945 a.m.

Chair Magenheimer recalled that the Executive Committee had directed that letters be sent to all agencies to update the membership roster and notify certain agencies that membership would be terminated as required in the bylaws for failure to attend.

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***It was moved by Jim Caughron, seconded by Eugene Spoon, to approve the membership listed dated July 2009, as presented. MOTION CARRIED.***

## **8. HAZMAT DATABASE UPDATE/PRESENTATION \***

Scott Alquist provided an overview of the HazMat online database update and access website. Mr. Alquist noted that the online database provides “real time” information to planners and first responders in a highly secure online environment for all hazardous waste licensed facilities in the State of Nevada. Mr. Alquist explained that the database includes the types, quantities and storage layout by facility. Mr. Alquist noted that a limited number of password and access will be provided to Washoe County as a region and suggested a “master list” of passwords, so that first responders can obtain the information when needed. Mr. Alquist then noted that certain agencies will have access to all data statewide, whereas the local regions would be limited to their region and those they have mutual aid agreements with. The system also has an automatic time-out feature, so that users cannot inadvertently leave a screen open while working in other applications. Mr. Alquist demonstrated how authorized persons can “drill down” to more detailed and specific information.

## **9. DISCUSSION AND POSSIBLE ACTION ON LEPC (Local Emergency Planning Committee) PLANNING AND TRAINING SUBCOMMITTEE**

Chair Magenheimer commented that this issue had been addressed under the bylaws discussion.

## **10. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS \***

Aaron Kenneston provided an update on upcoming training activities and drew attention to the list of events available (copy on file). Mr. Kenneston noted that a tabletop exercise is planned for August 19, 2009 at the REOC (Regional Emergency Operations Center) with the Interstate Evacuation Conference set at Lake Tahoe on August 20, 2009. Mr. Kenneston drew attention to several other upcoming events and pointed out that Washoe County Health District will be conducting an exercise on October 17, 2009 for dispensing H1N1 flu shots.

Ron Schmidt – Sparks City Council, left the meeting at 9:46 a.m.

Mr. Kenneston asked that interested parties contact him after the meeting to discuss an upcoming tabletop exercise in conjunction with the Fusion Center that collects data from all sources and looks for patterns that may aid in the apprehension of the “bad guys.”

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

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Scott Alquist noted that a training equipment needs analysis has been underway for the past several months and that shipments of legacy trans-uranium waste will be shipped from a variety of locations that is left over from the Cold War. Mr. Alquist noted that some grant funding may be available to purchase equipment and training for the region. Mr. Alquist stated that he needed the assessment information returned to him on or before, Friday, August 21, 2009.

## **12. PRESENTATION \* – Washoe County Storm Ready/Weather Spotter**

Rhett Milne, NWS (National Weather Service), narrated a PowerPoint presentation (copy on file) and explained how first responders, law enforcement, fire personnel and others could serve as weather spotters. Mr. Milne explained that while Doppler and other radar equipment can “see” the upper level disturbances, they are not capable to actually providing ground level information that is crucial in alerting the public to imminent or anticipated dangers of floods, excessive snow, wind, rain or hail. Mr. Milne then outlined the various stages of alerts used by the NWS: Advisory; Watch; and Warning. Mr. Milne also explained the definition of what Storm Ready certification entails noting that Storm Ready cities or regions have multiple ways to communicate between and among themselves as well as ways to disseminate information to the public.

Jim Caughron – Washoe County Risk Management, and Chet Malewski – Truckee Meadows Water Authority, left the meeting at 10:00 a.m.

Mr. Milne noted that while Nevada is not known for tornadoes, they do occur from time to time in the region and that is helpful when ground personnel report various conditions such as hail size and density; rapidly rising water. Mr. Milne noted that it is critical that location information also be provided so that action can be taken to protect life and property.

Mr. Milne also noted that Washoe County is re-certified as a Storm Ready county until 2012.

## **5. APPROVAL OF NOMINATIONS AND VOTE FOR ANNUAL LEPC (Local Emergency Planning Committee) OFFICER POSITIONS [reopened]**

Cathy Ludwig – Grants Administrator announced the results of the officer elections: Chris Smith – Vice-Chairman; Chris Brockway – At Large; and Jim Caughron as Chairman.

## **13. 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 commented that “it had been fun this past year.”

\* denotes NON action item

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## **14. PUBLIC COMMENTS \***

Bob Cullins commented that as a Certified Emergency Manager that has worked at UNR (University of Nevada Reno) and UNLV (University of Nevada Las Vegas) and had served for seven (7) years on SERC (State Emergency Response Commission) in the past. As an independent contractor Mr. Cullins suggested that the Washoe LEPC (Local Emergency Planning Committee) consider adding a discipline for independent contractors in emergency management services.

Cathy Ludwig – Grants Administrator, commented that she had found an error in the 2010 SERC spreadsheet.

Chair Magenheimer reopened Agenda Item 2, Treasurer's Report.

## **2. TREASURER'S REPORT – *Review and acceptance of Homeland Security and SERC (State Emergency Planning Commission) Grants – FFY (Federal Fiscal Year) 2009 and 2010 [Reopened]***

Cathy Ludwig – Grants Administrator, commented that the grant award for the HAZWOPER (Hazardous Waste Operations and Emergency Response Standard) training was left off of the spreadsheet by mistake and should read \$9,600.00 for that training. The spreadsheet would be revised to reflect the corrected amounts for the next LEPC meeting.

***It was moved by Eugene Spoon, seconded by Chris Brockway, to approve the Treasurers Report, as amended. MOTION CARRIED.***

## **14. PUBLIC COMMENTS \* [Reopened]**

David Hunkup – Reno Sparks Indian Colony, expressed his appreciation for the recognition provided to the RSIC (Reno Sparks Indian Colony) and the Pyramid Lake Paiute Tribe as independent sovereign governments with the LEPC and the display of their Tribal flags.

## **15. \*NEXT LEPC (Local Emergency Planning Committee) MEETING ~ October 15, 2009 - Regional Emergency Ops. Center (REOC)**

The next regular meeting will be held on October 15, 2009.

## **16. ADJOURNMENT**

Chair Magenheimer adjourned the meeting at 10:15 a.m.

\* denotes NON action item