

# Washoe County Local Emergency Planning Committee

## *General Membership Committee*

### MINUTES

Thursday ~ August 17, 2006 ~ 9:00 A.M.

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

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

Chair Kenneston called the meeting to order at 9:05 a.m. A quorum was established.

**PRESENT:** Greg Befort – Regional Public Safety Training Center; Beverly Buchanan – Reno Emergency Communications; Tim Bush, HazMat; Jim Caughron – Washoe County Risk Management; Paul Donald – Washoe County District Health Department; Gary Dunn – Sparks Emergency Management; Andy Flock – Sparks Fire Department; Karen Fraley – Reno City Attorney; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Telecommunications; Aaron Kenneston – Washoe County Emergency Management; James Lopey – Washoe County Sheriff's Office; Jeff Kinder – CFR Engineering; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Steve Matles – Washoe Health System; Stephanie McCarty – Washoe County District Health Department; Robin Pagni – Sparks Police; Russ Pedersen – Washoe County Sheriff's Office; Rob Reeder – Regional Transportation Commission; Russ Rocha – Truckee Meadows Water Reclamation Facility; Chris Smith – Washoe County School District; Gary Smith – Reno Tahoe Airport Police. Tami Cummings joined the meeting at 9:10 a.m.

**ABSENT:** Michael Alaux – American Red Cross; Ray Andriola – Saint Mary's Hospital; Steve Asher – Sparks Police Department; Lisa Ayers – Reno Tahoe Airport Authority; Ryan Bird – Sierra Pacific Power Company; John Bradley – H2O; Russell Brigham – Reno Sparks Indian Colony; Tom Clewell – Sparks Fire Department; Eileen Coulombe – Washoe County District Health Department; Robert Cummings – University of Nevada, Reno; Steve Driscoll – Sparks Emergency Management; Joe Durosseau – Reno Fire Department; Tad Fletcher – Reno Tahoe Airport Authority; Frank Frievalt – HazMat; Tom Gadd – Washoe County Public Works Department; Randall Gray – Truckee Meadows Water Reclamation Facility; Ken Grein – Washoe County School District; Bruce Hicks – North Lake Tahoe Fire Protection District; Beverly Howe – American Red Cross; David Hunkup – Reno Sparks Indian Colony; Michael Hurick – American Red Cross; James Johns – Reno Police Department; Chris Lang – Reno Police Department; Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District; Jim Miller – Washoe County District Health Department; Alan Minor – Truckee Meadows Water Reclamation Facility; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Jason Pasco – KTVN Channel 2; Steve Pitts – Reno Police Department; Suzy Rogers – Reno Emergency Communications; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Marty Scheuerman – Reno Fire Department; Ron Schmidt – Sparks City Council; John Slaughter – Washoe County Management Services; Klark Steffan – Regional Emergency Medical Services Authority; Alan Tom – Regional Emergency

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Medical Services Authority; Kristen Walthers – KTVN Channel 2; Dan Watkins – KOLO Channel 8; and Woody Wright – University of Nevada, Reno.

Nathan Edwards, Deputy District Attorney, joined the meeting at 9:09 a.m.

**2. APPROVAL OF JULY 20, 2006 GENERAL MEMBERSHIP MEETING MINUTES**

***It was moved by Robin Pagni, seconded by Jim Caughron, to approve the July 20, 2006, minutes, as submitted. MOTION CARRIED.***

**3. TREASURER'S REPORT – *Review and acceptance of ODP (Office of Domestic Preparedness)/Homeland Security and SERC (State Emergency Response Committee) Grants – FFY (Federal Fiscal Year) 2005 and 2006.***

Cathy Ludwig, Grants Administrator, outlined the FFY04 State Homeland Security Program balances remaining for the Washoe County Sherriff's Office and Sparks Truckee Meadows Water Reclamation Facility on the she reminded subgrants of August 30, 2006 performance period ending.

Cathy Ludwig, Grants Administrator, outlined the FFY05 Homeland Security Grant Program and stated the anticipation of remaining funds in the extended performance period for FFY05 grants would be fully expended by December 2006. She asked subgrants to advise her immediately of their unspent balances, so she could reallocate funds.

Robin Pagni left the meeting at 9:12 a.m.

Andy Flock asked whether there was an update on the State Emergency Response Commission, United We Stand grant.

Mr. Pagni rejoined the meeting at 9:13 a.m.

Ms. Ludwig noted that the United We Stand grant would go to the Board of County Commissioners for approval on Tuesday, August 22, 2006, and that contracts would be distributed thereafter.

***It was moved by Jim Caughron, seconded by Jim Gubbels, 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.***

None.

**5. ACTION ON THE RECOMMENDATION FROM THE LEPC (Local Emergency Planning Committee) GRANTS & FINANCE SUBCOMMITTEE MEETING FOR THE 2007 STATE**

\* denotes NON action item

**EMERGENCY RESPONSE COMMISSION (SERC), HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) PLANNING AND TRAINING GRANT REQUESTS.**

Jim Gubbels outlined the August 16, 2006, Grants and Finance Subcommittee recommendations to allow 32 individuals from various disciplines to attend HazMatExplo10 in Las Vegas, November 13-16, 2006. Mr. Gubbels asked that member agencies select and submit a list of alternates in the event one of the selected individuals cannot attend.

***It was moved by Jim Caughron, seconded by Beverly Buchanan, to approve the Local Emergency Planning Committee Grants and Finance Subcommittee recommendation as presented. MOTION CARRIED.***

Mr. Gubbels outlined represented disciplines.

**6. VOTING ON NOMINATIONS OF THE LEPC AT-LARGE POSITION AS RECOMMENDED BY THE CHAIRMAN OF THE NOMINATIONS SUBCOMMITTEE**

Jim Gubbels noted that Jim Caughron – Washoe County Risk Management; Joe Durosseau – Reno Fire Department; and Rick Vandenberg – Communications Director City of Reno, had submitted application for the vacant At-Large position. Mr. Gubbels noted that the position would be up for reelection in October (2006) as required in the bylaws. Mr. Gubbels distributed ballots and asked that members sign their names to the ballot for the public record.

**7. DISCUSSION OF THE LEPC (Local Emergency Planning Committee) BYLAWS UPDATE TO INCLUDE THE ENVIRONMENTAL CATEGORY AND MEMBERSHIP AS WELL AS ELECTED OFFICIAL CATEGORY AND MEMBERSHIP.**

Chair Kenneston commented that State Emergency Response Commission (SERC) had pointed out that the Washoe Local Emergency Planning Committee (LEPC) did not have an environmental category.

Russ Pedersen noted that a meeting of the Executive Committee would be convened in September to review the bylaws and bring recommendations to the General Membership at that October (2006) meeting. Mr. Pedersen asked that members email ([rpedersen@washoecounty.us](mailto:rpedersen@washoecounty.us)) suggestions to him

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

Chair Kenneston provided a handout (copy on file) of upcoming of Regional Emergency Management events.

Stephanie McCarty and Russ Rocha left the meeting at 9:24 a.m.

\* denotes NON action item

Chair Kenneston encouraged member agencies to participate in an upcoming Weapons of Mass Destruction (WMD) exercise at the Capitol Complex in Carson City (Nevada)

Ms. McCarty and Mr. Rocha rejoined the meeting at 9:24 a.m.

Chair Kenneston then noted an invitation from Dugway Proving Ground to the region's HazMat team to participate in an upcoming exercise in October 2006.

**6. VOTING ON NOMINATIONS OF THE LEPC AT-LARGE POSITION AS RECOMMENDED BY THE CHAIRMAN OF THE NOMINATIONS SUBCOMMITTEE [Reopened]**

Jim Gubbels announced that Jim Caughron had been elected to serve in the At-Large position until the October 2006 election.

**9. LEPC (Local Emergency Planning Committee) OFFICERS' COMMENTS \***

Jim Gubbels commented that interested individuals should submit their application for the open Vice-Chair, noting that the Vice-Chair position was a 2-year term and At-Large positions for 2006-2007. Interested individuals may submit nominations to him via email [jgubbels@remsa-cf.com](mailto:jgubbels@remsa-cf.com).

**10. PUBLIC COMMENTS \***

Bruce Ferrell noted that the State Emergency Response Commission (SERC), HMEP grant, which reimburses expenses for the HazMat Explo10 limited room reimbursement to a total of \$58.00 and that the block rate at the Orleans was \$58.00 plus applicable taxes. Mr. Ferrell strongly encouraged member to reserve their rooms before October 10, 2006, and that the schedule of events was posted on the website [www.hazmatexplo.org](http://www.hazmatexplo.org).

James Lopey introduced Officer Janice Blue who will be working with Homeland Security issues.

**11. NOTIFICATION OF CANCELLATION OF NOVEMBER LEPC GENERAL MEMBERSHIP MEETING DUE TO HAZMAT EXPLO10 IN LAS VEGAS, NEVADA \***

Chair Kenneston cancelled the November 16, 2006, meeting due to HazMatExplo10 in Las Vegas (Nevada).

**12. NEXT LEPC (Local Emergency Planning Committee) MEETING ~ September 21, 2006 - Regional Emergency Operations Center (REOC) \***

The September 21, 2006, meeting will include suggested modifications to bylaws and a presentation on TEWS (Terrorist Early Warning System),

**13. ADJOURNMENT \***

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

**AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE IN SESSION  
ON SEPTEMBER 21, 2006.**

\* denotes NON action item