

**WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**  
**GENERAL MEMBERSHIP COMMITTEE**  
**MINUTES**

**Thursday ~ August 21, 2008 ~ 9:00 A.M.**  
**Washoe County Regional Emergency Operations Center**  
**5195 Spectrum Boulevard, Reno, Nevada**

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

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

**MEMBERS PRESENT:** Chris Brockway – Reno Sparks Convention and Visitors Authority; Gabrielle Carr – Reno City Attorney’s Office; Jim Caughron – Washoe County Risk Management; Gary Cummings – Sierra Chemical; Paul Donald – Washoe County District Health Department; Marshall Emerson – Washoe County Sheriff’s Office; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Telecommunications; Michael Hurick – American Red Cross; Jen Jackson – KTVN Channel 2; Jeff Kinder – Nevada Division of Environmental Protection; Bob Knoll – Reno Fire Department; Chris Smith – Washoe County School District Emergency Management; Roger Van Alyne – Washoe County Public Works; Rick Vandenberg – City of Reno; Rob Reeder – Regional Transportation Commission; Patricia Williams – Reno Emergency Communications; and Woody Wright – University of Nevada, Reno.

**MEMBERS ABSENT:** Scott Alquist – Truckee Meadows Community College; Gregory Befort – Regional Public Safety Training Center; Matt Bennett – Charter Communications; Jason Benson – Sierra Pacific Power Company; Terry Bohl – Pyramid Lake Paiute Tribe; John Bradley – H2O; Eileen Coulombe – Washoe County District Health Department; Gary Dunn – Sparks Emergency Management; Jerri Eby – John Ascuagua’s Nugget; Frank Freivalt – Sparks Fire Department; Tom Garrison – Sparks Environmental; Mike Greene – Sierra Fire Protection District; Bruce Hicks – North Lake Tahoe Fire Protection District; David Hunkup – Reno Sparks Indian Colony; Steve Keefer – Sparks Police Department; Aaron Kenneston – Washoe County Emergency Management; Chet Malewski – Truckee Meadows Water Authority; Alan Minor – Truckee Meadows Water Reclamation Facility; Peter Peterson – Renown; Ron Schmidt – Sparks City Council; and Gary Smith – Reno Tahoe Airport Authority.

**ALTERNATES PRESENT:** Julie Bender – Regional Emergency Public Safety Training Center; Beverly Buchanan – Reno Emergency Communications; Chris Magenheimer – North Lake Tahoe Fire Protection District; Jim Reagan – Sierra Pacific Power Company; and John Tarter – Reno Police Department; John Slaughter – Washoe County Management Services; Deb O’Gorman – Truckee Meadows Community College.

**ALTERNATES ABSENT:** Steve Asher – Sparks Police Department; Greg Belancio – Washoe County Public Works; Russell Brigham – Reno Sparks Indian Colony; Ella Carthen – Reno Emergency Communications; Tracy Chase – Reno City Attorney’s Office; Darcie Carpenter – Barton Memorial Hospital; Liz Clark – Reno Sparks Convention and Visitors Authority; Fred Davis – Pyramid Lake Paiute Tribe; Charlie Dimino – Reno Police Department; Steve Driscoll – Sparks Emergency Management; Ron Espalin – Sierra Chemical; Dale Evans – Nevada Division of Environmental Protection; James Flenner – Reno Environmental; Tad Fletcher – Reno Tahoe Airport Authority; Dan Gabica – Charter Communications; Randall Gray – Truckee Meadows Water Reclamation Facility; Beverly Howe – American Red Cross; Mike Krysztof – Sierra Fire Protection

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District; Tom Lo – Washoe County Telecommunications; Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District Police; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority;; Michelle Pagel – Northern Nevada Medical Center; Cecile Paulson – Truckee Meadows Community College; Kristin Remington – KTVN Channel 2; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Marty Scheuerman – Reno Fire Department; Jason Sease – Sierra Fire Protection District; Klark Staffan – Regional Emergency Medical Services Authority; Doreen Teasley – Washoe County Risk Management; Dan Watkins – KOLO Channel 8; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

David Creekman – Deputy District Attorney, was also present.

Chair Vandenberg stated that Agenda Item 12 would be heard just after Agenda Item 8 with the election results announced at the conclusion of the Item 12 presentation.

## **2. APPROVAL OF JUNE 5, 2008 GENERAL MEMBERSHIP MEETING MINUTES**

*It was moved by Jim Gubbels, seconded by Jim Caughron, to approve the June 5, 2008, minutes, as presented. MOTION CARRIED.*

## **3. APPROVAL OF JULY 31, 2008 SPECIAL GENERAL MEMBERSHIP MEETING MINUTES**

*It was moved by Jim Caughron, seconded by Chris Brockway, to approve the July 21, 2008, minutes, as submitted. MOTION CARRIED.*

## **4. APPROVAL OF AUGUST 18, 2008 GRANTS AND FINANCE SUBCOMMITTEE MEETING MINUTES**

*It was moved by Jim Caughron, seconded by Jim Gubbels, to approve the August 18, 2008, minutes, as submitted. MOTION CARRIED.*

## **5. TREASURER'S REPORT – Review and Acceptance of Homeland Security and SERC (State Emergency Response Commission) Grants – FFY (Federal Fiscal Year) 2007 and 2008**

Cathy Ludwig – Grants Administrator, noted that the FY (Fiscal Year) 2009 State Emergency Response Commission (SERC) grants had just commenced and that no expenses had been reported as yet. The FFY 2007 Homeland Security grant for Evacuation Mass Care and Shelter project had expenses to date of \$276,827.00 with the remaining \$233,172.01 having been encumbered. It is expected that the grant will be fully expended and closed by March 2009.

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

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

There are no new grant opportunities at this time.

## **7. ACTION ON THE RECOMMENDATION FOR FUNDING AND PRIORITIZATION OF REQUESTS FROM THE LEPC GRANTS AND FINANCE SUBCOMMITTEE FOR THE 2009 STATE EMERGENCY RESPONSE COMMISSION (SERC), HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT REQUESTS, GRANT LIMIT \$30,000.00**

Cathy Ludwig – Grants Administrator, outlined the Grants and Finance Subcommittee recommendations for 2008 HazMat Expo that prioritized the list of thirty-six (36) applicants. It was determined with grant funding of \$30,000.00; thirty-one (31) attendees would be able to be funded through the grant, totaling an application to be submitted of \$29,956.78, with the remaining six (6) attendees being placed on a waiting list. Ms. Ludwig encouraged those unable to attend to advise at the earliest opportunity to fully utilize the waiting list and grant funding.

***It was moved by Jim Caughron, seconded by Jim Gubbels, to approve the Grant and Finance Subcommittee recommendations for the 2009 State Emergency Response Commission (SERC) Hazardous Materials Emergency Preparedness (HMEP) grant request in the amount of \$29,956.78, as presented. MOTION CARRIED.***

## **8. APPROVAL OF NOMINATIONS AND VOTE FOR ANNUAL LEPC OFFICER POSITIONS**

Cathy Ludwig – Grants Administrator, outlined the ballot process noting that only the primary member could vote if present and if the primary member was absent an alternate could vote in the primary's absence. Each ballot must be signed to meet OML (Open Meeting Law) requirements. Ms. Ludwig will collect, tally and announce the election results after the Agenda Item 12 presentation.

Chair Vandenberg continued this item until Agenda Item 12 is completed.

## **12. UNLV (University of Nevada Las Vegas)/WCSO (Washoe County Sheriff's Office) Presentation "Nevada's 7 Signs of Terrorism" \***

Scott Smith, UNLV (University of Nevada, Las Vegas) Institute of Security Studies (ISS), introduced the DVD presentation by recalling the implementation of the Counter Terrorism Centers in the State of Nevada, that are intended to collect, analyze and share information with all law enforcement agencies. The information is gathered from a variety of sources and cross referenced using state of the art technology. Mr. Smith noted that surrounding states also share information on suspicious activities that may be related not only to crime but also potential acts of terrorism. The DVD (copy on file) presentation is intended for use as a training tool for law enforcement as well as the general public to become more aware of activities in and around key public facilities, buildings, infrastructure

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and event locations to reduce the potential for illicit and potentially terror related activities. After the DVD presentation Mr. Smith introduced the northern Nevada Center Commander, Lt. Tim Kuzanek.

During the ensuing discussion it was noted that the DVD is not copyrighted and that it is hoped the presentation will be used on local community access channels (e.g., SNCAT - Sierra Nevada Community Access Television). Other discussion noted that to date only one (1) objection and concern about wrongly identifying a tourist activity with a suspicious activity had been received. The remaining 499 calls about the process were supportive with 300 of those 500 calls seeking a copy of the presentation.

Paul Donald left the meeting at 9:46 a.m.

Lt. Kuzanek noted that the Northern Nevada Center was now fully operational and had participated in the Brianna Dennison case, SWAT (Special Weapons and Tactics) and other law enforcement activities. It is Lt. Kuzanek's belief that this process takes intelligence and resource management to a higher level. The Northern Nevada Center will also be staff on a 24-hour basis in the near future.

Chair Vandenberg expressed his appreciation for the informative presentation stating that he would take that information to the City of Reno management staff.

Chair Vandenberg reopened Agenda item 8.

## **8. APPROVAL OF NOMINATIONS AND VOTE FOR ANNUAL LEPC OFFICER POSITIONS**

Cathy Ludwig – Grants Administrator, announced that Jim Caughron – Washoe County Risk Management, had been elected Vice-Chair with Chris Smith – Washoe County School District, serving in the At-Large position.

## **9. APPROVAL OF LEPC (Local Emergency Planning Committee) BYLAW CHANGES AS RECOMMENDED AT THE JUNE 5, 2008 GENERAL MEMBERSHIP MEETING**

Chair Vandenberg recalled the previous discussion and modifications to LEPC By-Laws verbiage and asked for a motion.

***It was moved by Jim Caughron, seconded by Chris Brockway, to accept the Washoe LEPC (Local Emergency Planning Committee) bylaws changes as recommended at the June 5, 2008, Washoe LEPC General Membership meeting. MOTION CARRIED.***

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

None.

## **11. UPDATE FROM THE YUCCA MOUNTAIN RAIL SHIPMENTS WORKING GROUP \***

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None.

- 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.*

None.

- 14. PUBLIC COMMENTS \***

There were no public comments.

- 15. NEXT LEPC (Local Emergency Planning Committee) MEETING** ~ *October 16, 2008 - Regional Emergency Operations Center (REOC)*

The next meeting is schedule at 9:00 a.m., October 16, 2008.

- 16. ADJOURNMENT**

Chair Vandenberg adjourned the meeting at 9:49 a.m.