

# **WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**

## **GENERAL MEMBERSHIP COMMITTEE**

### **MINUTES**

**Thursday ~ October 21, 2010 ~ 9:00 a.m.  
Washoe County Regional Training Center  
Room 105  
5195 Spectrum Boulevard, Reno, Nevada**

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

Chair Smith called the meeting to order at 9:12 a.m. A quorum was established.

**MEMBERS PRESENT:** Brian Allen – Sparks Police Department; Gregory Befort – Regional Public Safety Training Center; Eileen Coulombe – Washoe County Health District; Marshall Emerson – Washoe County Sheriff's Office; David Hunkup – Reno Sparks Indian Colony; 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; Sandy Munns – Reno Emergency Management; Joe Nishikida – Regional HazMat Team; Steve Peach – Reno Emergency Communications Center; Don Pelt – Pyramid Lake Paiute Tribe; Debbie Penrod – University of Nevada, Reno; Rob Reeder – Regional Transportation Commission; Scott Smiley – Washoe County Department of Water Resources; Chris Smith – Washoe County School District; and Woody Wright – University of Nevada, Reno.

**MEMBERS ABSENT:** Scott Alquist – Truckee Meadows Community College; Jim Caughron – Washoe County Risk Management; Dawn Clevenger – Ormat Nevada Steamboat Facilities; Gary Cummings – Sierra Chemical; Steve Driscoll – City of Sparks Emergency Management; Frank Freivalt – Sparks Fire Department; Richard Gammick – Washoe County District Attorney's Office; Mike Greene – Sierra Fire Protection District; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison- Washoe County Communications and Security; Ken Jackson – KTVN Channel 2; Jim Johns – American Red Cross; Bob Knoll – Reno Fire Department; Teresa Long – Washoe County Health District; Doug McPartland – Reno Police Department; Michael Munda – Renown; Kris Phelps – Truckee Meadows Community College; Dee Stueve – Associated General Contractors; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

**ALTERNATES PRESENT:** Diane Drinkwater – Washoe County District Attorney's Office; Mike Kryzstof – Sierra Fire Protection District; Kariann Maitland – Reno Emergency Communications Center; Eric Millette – Regional HazMat Team; Mitch Nowicki – Regional Emergency Medical Services Authority; Scott Shaw – Reno Police Department; and John Tarter – Reno Police Department. Tim Leighton – Sierra Fire Protection District, joined the meeting at 9:18 a.m.

**ALTERNATES ABSENT:** Tim Alameda – Reno Emergency Management; Ed Atwell – University of Nevada, Reno; Jerry Baldrige – Washoe County Sheriff's Office; Rick Bareuther – City of Sparks Information Technology; Julie Bender – Regional Public Safety Training Center; Russell Brigham – Reno Sparks Indian Colony; Liz Clark – Reno Sparks

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Convention and Visitors Authority; Josh Davis – Pyramid Lake Paiute Tribe; Ron Espalin – Sierra Chemical; Dave Evans – Nevada Division of Environmental protection; Tom Garrison – Sparks Fire Department; Buzz Harris – Associated General Contractors; John Helzer – Washoe County District Attorney’s Office; 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; John Madole – Associated General Contractors; Matt Marquez – Sparks Police Department; Tom Martin – American Red Cross; Jon McRae – Nevada Division of Environmental Protection; Mike Mieras – Washoe County School District; Jerry Preston – Washoe County Department of Water Resources; Kristin Remington – KTVN Channel 2; Chris Rossi – Truckee Meadows Community College; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; John Slaughter – Washoe County Management Services; and Klark Staffan – Regional Emergency Medical Services Authority.

Mary Kandaras – Deputy District Attorney, was also present.

## **2. APPROVAL OF AUGUST 19, 2010 LEPC (Local Emergency Planning Committee) GENERAL MEMBERSHIP MEETING MINUTES**

*It was moved by Eric Millette, seconded by Rob Reeder, to approve the August 19, 2010, minutes, as submitted. MOTION CARRIED.*

## **3. TREASURER’S REPORT – *Review and acceptance of Homeland Security and SERC (State Emergency Response Commission) Grants – Federal Fiscal Year 2010 and 2011.***

Continued to the next meeting.

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

Cathy Ludwig – Grants Administrator, noted that \$84,000.00 would be available in the HMEP (Hazard Materials Emergency Planning) Mid-cycle grant for planning. Ms. Ludwig will forward grant information to the membership along with pertinent application guidelines.

## **5. APPROVAL OF UPDATE OF LEPC (Local Emergency Planning Committee) MEMBERSHIP LIST AND HAZMAT PLAN**

Cathy Ludwig – Grants Administrator, explained that the updated membership and HazMat Plan needed to be approved by the General Membership (GM) to comply with SERC (State Emergency Response Commission) regulations.

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Mike Krysztof – Sierra Fire Protection District, joined the meeting at 9:18 a.m.

***It was moved by Rob Reeder to approve the Washoe Local Emergency Planning Committee membership as submitted. MOTION CARRIED.***

***Rob Reeder made a motion to approve the HazMat Plan as submitted.***

Responding to an inquiry from David Hunkup, Aaron Kenneston – Washoe County Emergency Management, explained that the HazMat Plan updates are done annual to comply with SERC regulations. Typically, the less technical aspects of the plan are updated by Washoe County Emergency Management and others.

Ms. Ludwig explained that the HazMat Plan must be approved to comply with SERC regulations and that this would be the last opportunity for the GM to approve the plan without holding a special meeting, which could be done.

There was significant discussion about how the technical aspects of the HazMat Plan are reviewed. It was suggested during the discussion, that both of the Tribes (Reno Sparks Indian Colony and the Pyramid Lake Paiute Tribes) be involved in the review and planning processes. It was noted that the issue had been discussed at previous GM meetings along with several emails inviting participation in the planning and update process.

Joe Nishikida – Regional HazMat Team, outlined those sections of the HazMat Plan he had reviewed and summarized his inquiry about what appeared to be deficiencies in the risk analysis.

It was explained during the discussion that the risk analysis had been revised and that the intent was to include GIS (Geographic Information System) maps. As the discussion continued, it was stated by Ms. Ludwig that she was confident that all pertinent information in the HazMat Plan had been updated as required by SERC.

***Sandy Munns seconded the motion for approval of the HazMat Plan as submitted. MOTION CARRIED.***

## **6. DISCUSSION AND POSSIBLE ACTION OF THE HAZARDOUS MATERIALS TRIAD PLAN**

Aaron Kenneston – Washoe County Emergency Management, expressed his appreciation to Joe Nishikida and other members of the Regional HazMat Team for their assistance in the annual update of the HazMat Plan. Mr. Kenneston noted that the TRIAD has indicated a desire to update their Operational Plan and suggested that perhaps the General Membership

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(GM) may wish to support a grant application for the \$84,000.00 in mid-cycle HMEP (Hazard Materials Emergency Plan) grant funds for that update.

Responding to Deputy District Attorney Mary Kandaras' inquiry about the intent of the request motion, Mr. Kenneston explained that the intent is to seek agreement on whether the grant should be pursued for the update of the TRIAD Operational Plan.

Ms. Kandaras recommended that such action be added to a future agenda item since it was not properly noticed with this agenda item.

During the discussion it was explained that the TRIAD is seeking to connect their Operational Plan with the Regional HazMat Plan so that community needs can be better addressed.

Chair Smith left the meeting at 9:35 a.m.

As the discussion continued, it was noted that in reading the Regional HazMat Plan it was noted that there are utilization components including equipment and staffing.

Chair Smith rejoined the meeting and turned the meeting gavel to Vice-chair Munns at 9:37 a.m.

Discussion then explained that the TRIAD Plan also includes a Business Plan. The intent is to develop a comprehensive plan that addresses components of the Regional HazMat Plan that can then be developed into outcomes and process that the region's elected bodies can review. Other discussion noted that any grant application would need to be reviewed by the Grants and Finance Subcommittee before being brought to the GM for final action.

Ms. Ludwig stated she would forward pertinent grant information along with a suggested meeting date(s) for the Grants and Finance Subcommittee.

Discussion then focused on how better to involve the Reno Sparks Indian Colony and the Pyramid Lake Paiute Tribe in the overall HazMat process. As the discussion continued, it was noted that both tribes are an integral part of and full partner in Washoe County Emergency Management planning. It was pointed out that there had been numerous emails about opportunities to participate in the update process. Other discussion suggested that the matter be remanded to the Grant and Finance Subcommittee before coming to the GM.

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

Aaron Kenneston – Washoe County Emergency Management, outlined upcoming events including the Truckee River Response Plan and exercise at the Truckee Fire Station. ICS (Incident Command System) 300 training will be held at the Regional Public Safety Training

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Center November 8, 2010 with a flood exercise slated in June 2011 on issues with upstream dams.

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

Aaron Kenneston – Washoe County Emergency Manger, noted that there had been a shipment through the region without incident and asked that request for additional equipment or training be forward to Scott Alquist or himself.

## **9. UPDATE OF CITIZEN CORPS \***

Kaydie Paschall commented that training outside of the Washoe County group is underway in conjunction with regional partners. The Be Prepared 101 class is being developed with the American Red Cross and Washoe County Emergency Management to increase public awareness, education and outreach to underserved populations.

## **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.**

There were no committee comments.

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

Brian Foote – BalFour, outlined the services available from the private resource noting that there are two (2) trailers available in the region.

Jim Regan – NVEnergy, asked about mercury shipments to the Hawthorne (Nevada) area and if those shipments were being tracked.

Aaron Kenneston – Washoe County Emergency Management, commented that there had been some discussion but not any recent contact.

Betsy Hambleton – Washoe County Health District, drew attention to the December 7, 2010, class on biological and terrorism. The class includes a mix of volunteer, professionals and others to help everyone better understand their role.

## **12. NEXT LEPC (Local Emergency Planning Committee) MEETING \* ~ December 16, 2010 - Regional Emergency Operations Center (REOC).**

The next meeting is scheduled on December 16, 2010, at the REOC (Regional Emergency operations Center).

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## **13. ADJOURNMENT**

Vice-chair Munns adjourned the meeting at 9:52 a.m.

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