

Washoe Local Emergency Planning Committee

Grants and Finance Subcommittee

MINUTES

Monday ~ December 17, 2012 ~ 9:00 A.M.
Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER AND ROLL CALL (Non-action item)

Chair Stickney called the meeting to order at 9:13 a.m. A quorum was established.

PRESENT: Michelle Gitmed – Reno Police Department; Aaron Kenneston – Washoe County Emergency Management; Chris Magenheimer – North Lake Tahoe Fire Protection District; Joe Nishikida – Reno Fire Department; Tim O'Connor – Washoe County Sheriff's Office; and Eileen Stickney – Washoe County Health District. Eric Millette – Sparks Fire, joined the meeting at 9:17 a.m.

ABSENT: Jim Gubbels – Regional Emergency Medical Services Authority; Bruce Hicks – North Lake Tahoe Fire protection District; Teresa Long – Washoe County Health District; Chet Malewski – Truckee Meadows Water Authority; Tracy Moore – Washoe County School District; and Sandy Munns – Reno Fire Department.

Legal counsel was not present.

2. PUBLIC COMMENTS (Non-action item)

There were no public comments.

3. GRANT APPLICATION APPROVAL (For possible action) - *Prioritization and approval by the LEPC (Local Emergency Planning Committee) Grants and Finance Subcommittee membership on the 2012 State Emergency Response Commission (SERC), Hazardous Materials Emergency Preparedness (HMEP) Mid-Cycle Planning and Training grant application submissions from LEPC disciplines.*

Chair Stickney pointed out that SERC (State Emergency Response Commission) had stated that grant applications must be prioritized.

Cathy Ludwig – Grants Administrator, explained that SERC had modified the grant amounts on November 28, 2012, after the grant announcement was released. The amount for the Training grant has been changed to \$81,716.00 for training and \$37,055.00 for planning statewide. Ms. Ludwig noted that SERC had recommended that the Washoe LEPC (Local Emergency Planning Committee) submit the full funding request for planning as additional funds may be reallocated from the training category or a change in project request submitted to the federal agency. Ms. Ludwig noted that SERC had directed that the total funding request be submitted.

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HMEP (Hazardous Materials Emergency Preparedness) Planning

Aaron Kenneston – Washoe County Emergency Manager, provided an overview of the \$48,675.00 request noting that the plan had not had a commodities update in several years.

Eric Millette – Sparks Fire Department, joined the meeting at 9:17 a.m.

Mr. Kenneston outlined several changes that have occurred in the past several years including the construction of the train trench. Mr. Kenneston noted that while the vendor recommended by Richard Brenner had submitted the lowest bid, their proposal did not include any site visits, which he believes are necessary. Therefore, he is recommending that Ecology and Environment, Inc., of Portland Oregon, which have local offices, has included site visits in their proposal.

Eric Millette – Sparks Fire Department, outlined the Continuing Challenge request of \$17,028.50. The intent is to have the Reno Fire Department, Sparks Fire Department and Truckee Meadows Fire Protection District representatives attend the conference and provide an opportunity for other agencies, such as Washoe County Health District to participate in the September conference once the Triad's key slots are filled. Mr. Millette stated that he would oversee the grant personally to assure that all slots are filled and recalled that there were several vacancies at the previous Continuing Challenge conference. Mr. Millette explained that the use of personal vehicles was to reduce impact to the fleet operations of the agencies as one of the reductions had been to reduce the number of city/county owned vehicles, and that the use of personal vehicles left fleet vehicles available for fire personnel during the wildfire season.

It was moved by Eric Millette, seconded by Aaron Kenneston, to prioritize and recommend approve the HMEP (Hazardous Materials Emergency Preparedness) Planning requests as follows: 1) Washoe County Emergency Management request of \$48,675.00 for conduct a commodities flow study under the guidance of LEPC (Local Emergency Planning Committee) and the Regional HazMat Triad; and 2) the Continuing Challenge request of \$17,028.50, for a total grant request of \$65,703.50. MOTION CARRIED.

2012 HMEP (Hazardous Materials Emergency Preparedness) Training

Joe Nishikida – Reno Fire Department, outlined the request to fund Advanced Tanker Truck Response training and the purchase of a simulator and training tools for the class in the amount of \$19,780.00. Mr. Nishikida explained that costs associated with the simulator and tool costs with equipment ultimately being stored at the Regional Public Safety Training Center. Mr. Nishikida also noted that the proposal had been submitted to the State Fire Marshal's Office for consideration and that a letter of denial had been acquired. The

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recommendation is to use the Northwest Hazmat, Inc. vendor; as the other vendor's quote was higher with the training equipment remaining the property of the vendor.

Ms. Ludwig noted that she needed to have a revision to the grant application indicating the reason for going with the Northwest Hazmat, Inc. vendor.

Eric Millette – Sparks Fire, outlined the Street Smart Haz Mat Response refresher course at a cost of \$25,500.00. The course provides six 8-hour classes and text books, so that all members of the Regional Triad can attend as well as other agencies such as hospitals, law enforcement, as well as, public works personnel and private contractors in an auditorium setting.

It was moved by Joe Nishikida, seconded by Eric Millette, to recommend that LEPC (Local Emergency Planning Committee) prioritize and approve the HMEP (Hazardous Materials Emergency Preparedness) Training requests as follows 1) \$19,780.00 for Advanced Tanker Truck Response Training by Northwest HazMat Inc., for three classes for 60 individuals; and 2) \$25,500.00 for Michael Callan to conduct the Street Smart Haz Mat Response course including 60 textbooks for a total grant request of \$45,280.00.

Responding to Ms. Ludwig's inquiry about equipment, Mr. Nishikida explained that if SERC did not approve the equipment purchase that the vendor would bring the necessary equipment for training and take it back at the conclusion of the training exercise.

MOTION CARRIED.

4. PUBLIC COMMENT (Non-action item)

There were no public comments.

5. ADJOURNMENT (Non-action Item)

Chair Stickney adjourned the meeting at 9:33 a.m.

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