

Washoe Local Emergency Planning Committee General Membership Meeting

Minutes

Thursday ~ December 18, 2014 ~ 9:00 A.M.

Regional Emergency Operations Center

5195 Spectrum Boulevard, Reno, Nevada

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

Chair Kenneston called the meeting to order at 9:06 a.m. A quorum was established.

PRESENT: Gary Beekman – Washoe County Technology Services; Julie Bender – Regional Public Safety Training Center; Lance Boekenoogen – Nevada Air National Guard, CERFP; Kelly Boyd – American Red Cross; Chris Cenac – Truckee Meadows Water Authority; Michelle Gitmed, Reno Police Dept.; Dave Hunkup – Reno Sparks Indian Colony; Rob Kelley – Washoe County CSD (Community Services Department); Aaron Kenneston – Washoe County Emergency Management; Andy Koski – Sparks Fire Department; Beth Langan – Regional Safety Training Center; Tim Leighton – Truckee Meadows Fire Protection District; Spencer Lewis University of Nevada, Reno; Casey Micone – Reno Tahoe Airport Authority; Eric Millette – Sparks Fire Department; Tim O’Conner – Washoe County Sheriff’s Office; Debbie Penrod – University of Nevada, Reno; Phil Povey – Truckee Meadows Community College; Rob Reeder – Regional Transportation Commission; Suzy Rogers – Reno Emergency Communications Center; Ryan Sommers – North Lake Tahoe Fire Protection District; Brian Taylor – Regional Emergency Medical Services Authority; Jeff Whitesides – Washoe County Health District; Erin Yeung – Reno Emergency Communications Center; and Dominic Yturbide – Reno Emergency Communications Center;

ABSENT: Scott Alquist – Truckee Meadows Community College; Steve Burlie – Regional Transportation Commission; Christina Conti – Washoe County Health District; Darryl Cleveland – Truckee Meadows Community College; Diane Drinkwater – Washoe County District Attorney’s Office; Jason Elorza – Sparks Fire Department; James English – Washoe County Health District; Richard Gammick – Washoe County District Attorney; Jim Gubbels – Regional Emergency Medical Services Authority; Nida Harjo – Reno Sparks Indian Colony; John Helzer – Washoe County District Attorney’s Office; Anna Heenan – Washoe County Health District; Bruce Hicks – North Lake Tahoe Fire Protection District; Timothy Hill – Nevada Air National Guard; Mike Kramer – American Red Cross; Chad Leonard – University of Nevada, Reno; Logan Ingersoll – Nevada Air National Guard; Mike Krysztof – Truckee Meadows Fire Protection District; Alex Kukulus – Truckee Meadows Fire Protection District; Chris Ingram – Sparks Fire Department; Chris Long – Washoe County Technology Services; Teresa Long – Washoe County Health District; Matt Marquez – City of Sparks; Chris Maples – Sparks Fire Department; Ian McEwen – Nevada Air National Guard, CERFP; Rob McLaughlin – Veterans Administration Hospital; Kenneth Miller – Pyramid Lake Paiute Tribe; Tom Miller – Sparks Police Department; Michael Munda – Renown; Tom Nelson – Reno Tahoe Airport Authority; Tim O’Brien – Sparks Police Department; Don Pelt – Pyramid Lake Paiute Tribe; Jerry Preston – Washoe County CSD (Community Services Department); Jim Reagan – Nv Energy; Brian Reeder – Associated General Contractors; Mark Regan – North Lake Tahoe Fire Protection District;

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Al Rogers – Washoe County Management Services; Bob Sack – Washoe County Health District; Kevin Schaller – University of Nevada, Reno; Frank Schuman – Washoe County Sheriff's Office; Edwin Smith – Washoe County District Health; Tom Spencer – Reno Fire Department; Eric Stringer – Nevada Air National Guard, CERFP; Pat Thomas – KOLO Channel 8; and Shannon Wiecking – Reno Police Department.

Blaine Cartlidge – Deputy District Attorney, was also present.

2. APPROVAL OF MINUTES (For possible action) – *October 16, 2014 General Membership meeting minutes.*

Chair Kenneston opened the agenda item hearing no public comment asked for

It was moved by Eric Millette, seconded by Rob Reeder, to approve the October 16, 2014, minutes, as submitted. MOTION CARRIED.

3. PUBLIC COMMENTS (Non-action item)

Chair Kenneston wished those present a Merry Christmas and a Happy New Year. Chair Kenneston then welcomed Bob Cullens to the meeting.

4. TREASURER'S REPORT (For possible action) – *A review, discussion and possible action to accept Revenue and Payables reports.*

Cathy Ludwig - Grants Coordinator, summarized the 2015 SERC (State Emergency Response Commission) grant that was awarded June 2014. Ms. Ludwig noted that reminder notices had been emailed about the second quarter reports that are due for the quarter ending December 31, 2014. Ms. Ludwig then drew attention to the SERC UWS (United We Stand) grant noting that two (2) of the three (3) grantees had fully expended their funds. The HMEP (Hazardous Materials Emergency Preparedness) Mid-Cycle grant for Continuing Challenge has been expended as had the FireShowReno grant. Those two (2) grants will be removed from future reports. Ms. Ludwig then drew attention to the FY 2013 Homeland Security Citizen Information and Warning Program of \$165,000.00 the grant has been closed, and all funds but \$1.09 was expended.

Hearing no public comment Chair Kenneston asked for board discussion or a motion.

It was moved by Spencer Lewis, seconded by Eric Millette, to accept the Treasurer's Report as presented. MOTION CARRIED.

5. GRANT OPPORTUNITIES (Non-action item) – *Information and discussion of upcoming and /or existing LEPC grants.*

Cathy Ludwig, Grants Coordinator, commented that there had been no response to a November 2014 request for 2015 HMEP (Hazardous Materials Emergency Preparedness) mid-cycle grant that funds

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Continuing Challenge as well as planning/training activities for the transport of hazard materials. Ms. Ludwig noted that there was approximately \$70,000.00 available in training and \$44,000.00 available for planning. Ms. Ludwig explained that the 2016 SERC Planning, Training, Equipment and Operations grant had been reduced from \$30,000.00 to \$25,000.00, and that SERC will not provide funding for the 2016 UWS (United We Stand) grant.

6. **GRANT APPROVAL** (For possible action) – *Approval of 2014 Homeland Security grant in the amount of \$75,000 for a Continuity of Operations/Government project; 2014 Homeland Security grant in the amount of \$155,000 for a Public Information/Public Warning project; and 2014 Homeland Security grant in the amount of \$112,500 for a Schools Prepared and Ready Together Across Nevada project.*

Chair Kenneston recalled that the Washoe LEPC (Local Emergency Planning Committee) continues to vet Homeland Security grants in accordance with state regulations.

There were no public comments.

Cathy Ludwig - Grants Coordinator, provided an overview of the \$75,000.00 Continuity of Operations/Government Project, the \$155,000.00 grant for the Public Information/Public Warning Project and the \$112,500.00 Schools Prepared and Ready Together Across Nevada (SPARTAN) Projects.

Chair Kenneston explained that the Continuity of Operations/Government included private sector plans to assure that government and vital services continue. The Public Information/Public Warning Project will update the Emergency Alert System and digitize and include Amber Alert. The SPARTAN program is designed to enhance child protection in schools statewide. Chair Kenneston asked for a motion in the absence of public comment.

It was moved by Eric Millette, seconded by Bryan Tayler, to approve the 2014 Homeland Security grant in the amount of \$75,000 for a Continuity of Operations/Government project; 2014 Homeland Security grant in the amount of \$155,000 for a Public Information/Public Warning project; and 2014 Homeland Security grant in the amount of \$112,500 for a Schools Prepared and Ready Together Across Nevada project, as submitted. MOTION CARRIED.

7. **LEPC (Local Emergency Planning Committee) MEMBERSHIP LIST APPROVAL** (For possible action) – *A review, discussion and possible action of update to the LEPC Membership List.*

Kyle Ellis - Truckee Meadows Water Reclamation Facility, TMWRF (Truckee Meadows Water Reclamation Facility) expressed interest in joining the Washoe LEPC and drew attention to the various types and quantities of chemicals used at the facility. Mr. Ellis noted that TMWRF is considered a high profile target and that training programs are being developed for hazardous materials responders. Mr. Ellis can be reached via email at kellis@cityofsparks.us.

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Chair Kenneston noted that the 2015 LEPC membership list needs to be approved to remain compliant with SERC requirements.

Tim Leighton – TMFPD (Truckee Meadows Fire Protection District), asked that their Alternate Alex Kukulus be removed and that Erin Holland be added as the Alternate for TMFPD. Mr. Leighton will confirm the appointment via email to Cathy Ludwig – Grants Coordinator.

Rob Kelley – CSD (Community Services Department) stated he would be leaving Washoe County CSD as of December 31, 2014, due to the merger of Washoe County Water Resources and TMWA (Truckee Meadows Water Authority). Mr. Kelley asked that Jerry Preston be shown as the Primary and explained that an alternate will be appointed at a later date.

It was moved by Brian Taylor, seconded By Tim O’Conner, to approve the LEPC (Local Emergency Planning Committee) with the following amendment: 1) replace Truckee Meadows Fire Protection District Alternate Alex Kukulus with Erin Holland; and 2) remove and replace Rob Kelley with Jerry Preston for Washoe County CSD (Community Services Department) as primary.

After a brief discussion about the Washoe County CSD alternate the following amendment.

Brian Taylor amended to motion to state that the Washoe County CSD alternate would be appointed at a later date. Tim O’Conner amended the second. MOTION CARRIED.

8. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS (Non-action item) – *A briefing of regional meetings, events, trainings and exercises.*

Chair Kenneston drew attention to the 2015 event calendar that is shown below noting that ICS (Incident Command System) 300 and 400 training for law enforcement is scheduled in January 2014. Chair Kenneston noted that all member agencies were invited to attend the ICS training.

FY-2015 Yearly Regional Training and Exercises



DECEMBER

“Resolve to be Ready”
3-5 – ICS-300 for Law Enforcement

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11 – POD TTX
17- PREPARE Washoe (REOC)
18 - LEPC

JANUARY

“Terrorism Awareness”
15 – 88 MHz & E911 Meeting
20– Logistics TTX
21- Public Warning & Information Planning
kick-off meeting
28 – Northern Nevada COOP Leadership
Kick-off
28-30 – ICS-400 for Law Enforcement
26-27 – HSEEP Class

FEBRUARY

“Earthquake Awareness”
2 – FAC TTX
4 –VOAD
5 – Logistics Protocol meeting
18 – Hazard Mitigation Planning Meeting
19 – LEPC
25 – Water Restoration TTX

MARCH

“Volunteer Appreciation”
10-12 Logistics Web EOC Training &
Exercise
16-21 – CALEA Law Enforcement
Conference
18 – PREPARE Washoe (Off site)
19 – Regional Active Assailant FSE (UNR)
19 – 800 MHz & E911 Meetings
25 – Northern Nevada COOP TTX
TBD – ICS-300 (WCHD)

APRIL

“Health Awareness”
8- Hazard Mitigation Planning Meeting
16 – LEPC
TBD – ICS-400 (WCHD) & Post Office TTX

MAY

“Wild Land Fire Awareness”
5 – NV-CON Amateur Radio Conference
6 –VOAD
7 – 800 MHz & E911 Meetings
13- School Task Force Planning Workshop
30 – Animal Shelter/Evacuation Drill
(Incline)

JUNE

“Severe Weather”
3- Hazard Mitigation Planning Meeting
9 –Air Race TTX
9-13 – Northern Nevada Sentinel Exercise
(NV Nat’l Guard)
16 – PW/PI Workshop (LV)
17 – PREPARE Washoe (REOC)
18 – LEPC
25 – Regional Public Safety Fair
27/28 – ARRL Field Day

JULY

“Evacuation Awareness”
14- Reno Public Warning/Public
Information Workshop
16 –800 MHz & E911 Meeting
22 – ICS/EOC Interface

AUGUST

“School Safety”
4- Public Warning Meeting (Elko)
5 –VOAD
12- TEPW
19- Balloon Race TTX
20 – LEPC

SEPTEMBER

“Preparedness Month”
17 – 800 MHz & E911 Meeting
17 – PREPARE Washoe (Off site)
TBD- Cyber Storm V

Future Year FFY- 2016

Oct 15- LEPC
Oct 15 – Great Nevada Shake Out

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Oct 21- School Statewide Conference
Nov 4 – VOAD
Nov 15 – Bureau of Reclamation Exercise
Nov 19 - 800 MHz & E911 Meeting
Dec 3 – Public Warning/Public Information
Event
Dec 16 – PREPARE Washoe (REOC)

Dec 17 – LEPC

FFY- 2017

November 2016- Vigilant Guard-17
May 2017- Broken Wing Airport Full-Scale
Exercise

9. UPDATE FROM THE RADIOLOGICAL TASK FORCE (Non-action item) – *A briefing on current radiological issues within the region.*

Eric Millette – Sparks Fire Department, noted that operational and technical training programs are being developed for 2015. Once dates for the training have been defined member agencies will be updated. Mr. Millette noted that the State RAD Office is the lead on the training through Scott Alquist of TMCC (Truckee Meadows Community College).

Chair Kenneston noted that the City of Sparks will be sponsoring most of the training, which he believes will start in February 2015.

10. UPDATE OF CITIZEN CORPS (Non-action item) – *A briefing on events and activities supported by the Washoe County Citizen Corps including, but not limited to, Community Emergency Response Teams (CERT)*

Shirlee Rhodes - WCSO (Washoe County Sheriff's Office), outlined recent CERT (Community Emergency Response Team) assignments included the RenoFireShows and the Volunteers Reach Across America. Upcoming events include Christmas on the Corridor and New Year's Eve in conjunction with the WCSO (Washoe County Sheriff's Office).

Chair Kenneston expressed his appreciation for the assistance provided by CERT volunteers.

11. LEPC (Local Emergency Planning Committee) OFFICER, ALTERNATE AND/OR MEMBER ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS (Non-action item) - *No discussion among committee members will take place on this item. The next regular meeting is scheduled at 9:00 a.m. February 19, 2015.*

The next LEPC (Local Emergency Planning Committee) meeting is scheduled for Thursday, February 19, 2015.

12. PUBLIC COMMENT (Non-action item)

There were no public comments.

13. ADJOURNMENT

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Chair Kenneston adjourned the meeting at 9:32 a.m.