

WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

General Membership Committee

MINUTES

Thursday ~ January 19, 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 9:03 a.m. and declared a quorum was present.

PRESENT: Stephanie Beck – Washoe County District Health Department; Greg Befort – Regional Safety Training Center; Tim Busch – Sparks HazMat; Jim Caughron – Washoe County Risk Management; Bob Cullins – University of Nevada, Reno; Tami Cummings – Washoe County Sheriff's Office; Gary Dunn – Sparks Emergency Management; Andy Flock – Sparks Fire Department; Karen Fraley – Reno City Attorney's Office; 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; Robin Pagni – Sparks Police Department; Russ Pederson – Washoe County Sheriff's Office; Klark Staffan – Regional Emergency Medical Services Authority; and Kristen Walters – KTVN Channel 2. Marty Scheurman – Reno Fire Department, joined the meeting at 9:18 a.m. Michael Hurick – Red Cross, was appointed to the committee at today's (January 19, 2006) meeting at approximately 9:23 a.m.

ABSENT: Michael Alaux – Red Cross; Steve Asher – Sparks Police Department; Ryan Bird – Sierra Pacific Power Company; John Bradley – H2O; Beverly Buchanan – Regional Emergency Communications Center; Richard Chess – Reno Finance; Tom Clewell – Sparks Fire Department; Eileen Coulombe – Washoe County District Health; Gary Cummings – Sierra Chemical; Marv DiPietro – Sparks Fire Department; Paul Donald – Washoe County District Health Department; Steve Driscoll – Sparks Emergency Management; Frank Frievalt – Sparks HazMat; Randall Gray – Truckee Meadows Water Reclamation; Ken Grein – Washoe County School District; Arleen Henton – Washoe County Risk Management; Tom Gadd – Washoe County Public Works; Bruce Hicks – North Lake Tahoe Fire Protection District; Beverly Howe – Red Cross; Jim Jeppson – Washoe County Risk Management; Jim Johns – Reno Police Department; Jeff Kinder – CFR Engineering; Lynn Kinder – Sierra Chemical; Stanley Kinder – Sierra Chemical; Chris Lang – Reno Police Department; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Matt Marquez – Sparks Police Department; Steve Matles – affiliation unknown; Mike Mieras – Washoe County School District; Jim Miller – Washoe County District Health Department; Alan Minor – Truckee Meadows Water Reclamation; Gary Neilson – Reno Fire Department; Jo Norton – Reno Finance; Mitch Nowicki – Regional Emergency Medical Services Authority; Susan Parker – Regional Emergency Communications Center; Jason Pasco – KTVN Channel 2; Steve Pitts – Reno Police Department; Dale Richardson – Washoe County School District; Russ Rocha – Truckee Meadows Water Reclamation; Suzy Rogers – Regional Emergency Communications Center; Bob Sack – Washoe County District Health Department; Ron Schmidt – Sparks City Council; Roy Slate – Reno Fire Department; John Slaughter – Washoe County Management Services; Alan Tom – Saint Mary's Hospital; Dan Watkins – KOLO Channel 8; and

* denotes NON action item

Washoe Local Emergency Planning Committee – Minutes

January 19, 2006

Page 2 of 5

Woody Wright – University of Nevada, Reno. Ray Andriola – Veterans Administration Hospital, was appointed to the committee at today's (January 19, 2006) meeting at approximately 9:23 a.m.

Nathan Edwards, Deputy District Attorney, was also present.

Chair Kenneston explained the quorum requirement in existing LEPC (Local Emergency Planning Committee) bylaws and legal counsel's advice to bring the bylaws into conformity with NRS (Nevada Revised Statutes) and legal precedent requiring a simple majority. The LEPC Executive Committee will meet to discuss and recommend changes to the LEPC Bylaws

2. APPROVAL OF DECEMBER 15, 2005 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Member Caughron, seconded by Member Befort, to approve the December 15, 2005, General Membership meeting 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) 2004, 2005 & 2006*

Cathy Ludwig, Washoe County Grants Coordinator, provided an overview of the various open grants and expected expenditures, noting that Washoe County Sheriff's Office had received an extension to complete their projects on the FFY04 ODP/Homeland Security – LETPP grant. Ms. Ludwig asked that reimbursement claims for the Nobel Responder Exercises and other expenses be submitted as soon as possible. Drawing attention to Homeland Security Grant Fund program reporting criteria in the handout (copy on file) provided, Ms. Ludwig emphasized that each of the criteria must be met and that an audit was underway.

It was moved by Member Gubbels, seconded by Member Caughron, to approve the Treasurer's Report as submitted. MOTION CARRIED.

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

Cathy Ludwig, Washoe County Grants Coordinator, commented that the deadline for the 2007 SERC (State Emergency Response Commission) training/planning/equipment grant application was due to SERC March 3, 2006. LEPC would need to convene a Grants & Finance Subcommittee in February to review submitted application requests.

Marty Scheuerman – Reno Fire Department, joined meeting at 9:18 a.m.

6. APPROVAL OF NEW LEPC (Local Emergency Planning Committee) VOTING MEMBER'S BY THE EXECUTIVE COMMITTEE [Taken out of agenda order]

* denotes NON action item

Washoe Local Emergency Planning Committee – Minutes

January 19, 2006

Page 3 of 5

Chair Kenneston called the meeting of the Executive Committee to order and noted that Members Befort, Gubbels, Pederson and he were present. Member Slate absent. Mr. Kenneston commented that Ray Andriola from the Veteran's Administration Hospital and Mike Hurick from the Red Cross were recommended for appointment to the General Membership Committee as voting members under the hospital and emergency responders disciplines respectively.

It was moved by Chair Kenneston, seconded by Member Gubbels, to appoint Ray Andriola from the Veteran's Administration Hospital and Mike Hurick, from the Red Cross were recommended for appointment to the General Membership Committee as voting members under the hospital and emergency responder disciplines respectively. MOTION CARRIED.

Chair Kenneston adjourned the Executive Committee meeting.

5. BRIEFING FROM THE HOMELAND SECURITY CAPABILITY AND REVIEW WORKING GROUP ON THE FY (Fiscal Year) 2006 INVESTMENT JUSTIFICATION PROGRESS AS MANDATED IN THE FY 2006 GRANT APPLICATION *

Jim Lopey provided an overview of the recent meeting in Las Vegas (Nevada) concerning the FFY06 Homeland Security grant application process. Mr. Lopey explained that the process would now consist of a single application by each state on a competitive basis based on eight (8) national priorities. Therefore, the members are working to identify collaborative, regional programs based on the 36 capabilities identified in the program.

Marty Scheuerman commented that the state applications were subject to peer review and that the rural areas would be supported in a collaboration of the north and south population centers.

Mr. Lopey noted that once funding levels were determined that program priorities would be established.

Chair Kenneston noted that the process continues to evolve and that he would like to see LEPC (Local Emergency Planning Committee) remain rooted in the process.

7. LEPC (LOCAL EMERGENCY PLANNING COMMITTEE) BYLAWS – Executive Committee members to reschedule meeting date and time for LEPC bylaw revisions.

Chair Kenneston commented that the Executive Committee would review LEPC (Local Emergency Planning Committee) bylaws in session at 8:00 a.m. on February 16, 2006. Recommendations developed at that meeting will be brought to the General Membership for consideration and approval at the 9:00 a.m., February 16, 2006, meeting.

8. HURRICANE KATRINA BRIEFING BY RENO FIRE DEPARTMENT *

Tom Dunn, RESL, Sierra Front Incident Management Team, narrated a PowerPoint presentation (copy on file) about the response to and aftermath of Hurricane Katrina. Mr. Dunn emphasized

* denotes NON action item

Washoe Local Emergency Planning Committee – Minutes

January 19, 2006

Page 4 of 5

several key points including, but not limited to: cache of food, fuel, water and other items critical to survival for emergency personnel for seven to fourteen days as well as education of the public; establishment of clear and concise communication protocols; single point of materials/supply acquisition to avoid duplication or miscommunication that results in cancellation or delivery of unusable equipment or goods; development of an emergency response plan and exercise of that plan as well as sufficient funding to assure plan implementation. Mr. Dunn emphasized that emergency planning should also include secondary scenarios. For example, in the Truckee Meadows a severe flood followed almost immediately by a major catastrophic earthquake. Mr. Dunn noted that emergency responders should also be prepared to respond without additional resources for a minimum of 72-hours noting that employees on vacation, out-of-area or other reasons could result in personnel being unable to return.

The meeting recessed at 10:36 a.m. and reconvened at 10:42 a.m.

9. PRESENTATION BY THE REGIONAL EXPLOSIVE OPERATIONS DEVICES (EOD) UNIT ON CURRENT CAPABILITIES AND EQUIPMENT *

Louis Gazes, Washoe County Sheriff's Office, provided an overview of the six (6) member REOD (Regional Explosive Operations Devices) unit, which consists of two officers from each jurisdictions' (Reno, Sparks and Washoe County) law enforcement agency. Mr. Gazes recalled the origination of the unit following the Harvey's Hotel/Casino incident at Lake Tahoe as well as the John Asquaga Nugget in Sparks as well as the Sierra Chemical and Federal building bombing in Oklahoma City, Oklahoma. Mr. Gazes noted the units handling of other incidents in the region and nationally as well as certification in WMD (Weapons of Mass Destruction) by the ATF (Alcohol, Tobacco and Firearms). Mr. Gazes noted that as a federally recognized unit, each member is a Deputy United States Marshal, which is called to various incidents.

11. PLANNING & TRAINING SUBCOMMITTEE * – Discussion on the Learning Portal Project and upcoming training at the Regional Public Safety Training Center.

Greg Befort outlined the Learning Portal Project, which is designed to make use of the fiber-optic capability and other technology to provide 24/7 training on demand as well as live streaming video feed. The envisioned program would also allow users to receive training on laptop computers using Wi-Fi technology in the field.

Russ Pederson and James Lopey left the meeting at 10:57 a.m.

Mr. Befort pointed out that the technology would also allow field personnel to transit real time video using Wi-Fi technology and digital cameras during incidents and better communicate with the EOC (Emergency Operations Center). Mr. Befort is scheduled to meet with County Manager Katy Singlaub as well as City officials to ascertain their interest in using the technology.

10. INFORMATION AND UPDATE ON THE INTEGRATED EMERGENCY MANAGEMENT COURSE IN EMMITSBURG, MARYLAND IN APRIL 1-7, 2006 *

* denotes NON action item

Washoe Local Emergency Planning Committee – Minutes

January 19, 2006

Page 5 of 5

Chair Kenneston commented that only 60 individuals from the Truckee Meadows would be able to attend the Integrated Emergency Management Course in Emmitsburg, Maryland, April 1 through 7, 2006. Mr. Kenneston asked that member agencies submit their list of attendees for consideration.

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

Chair Kenneston noted that Governor Kenny Guinn has signed a request seeking a federal disaster proclamation for the region due to the December 31, 2005, flood. It is expected that a decision will be made on the request within two (2) weeks. Chair Kenneston expressed his appreciation to Tim Busch for his assistance in completing the SERC (State Emergency Response Commission) report and that a central repository for data on the event will be established using the Regional Safety Training Center resources.

13. PUBLIC COMMENTS *

Craig Harrison, Washoe County Telecommunications, noted the temporary loss of paging capability from Virginia Peak and Slide Mountain sites. It is expected that those sites will be operational within the next week.

Jared Hiles of the Nevada Air National Guard introduced himself.

Chair Kenneston noted an upcoming tabletop exercise with the United States Air Force.

14. NEXT LEPC (Local Emergency Planning Committee) MEETING ~ FEBRUARY 16, 2006 - Regional Emergency Operations Center

The next meeting is scheduled at 9:00 a.m., February 16, 2006.

15. ADJOURNMENT

Chair Kenneston adjourned the meeting at 11:03 a.m.

AS APPROVED BY THE LOCAL EMERGENCY PLANNING COMMITTEE GENERAL MEMBERSHIP COMMITTEE IN SESSION ON FEBRUARY 16, 2006.

* denotes NON action item