

WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
GENERAL MEMBERSHIP COMMITTEE
MINUTES

Thursday ~ January 25, 2007 ~ 9:00 a.m.
Washoe County Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ROLL CALL *

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

PRESENT: Steve Asher – Sparks Police Department; Greg Befort – Regional Safety Public Safety Training Center; Kevin Brun – Veterans Administration Hospital; Beverly Buchanan – Reno Emergency Communications Center; Robert Cullins – University of Nevada, Reno; Tami Cummings – Washoe County Sheriff’s Office; Joe DuRousseau – Reno Fire Department; 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; David Hunkup – Reno Sparks Indian Colony; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; Jeff Kinder – CFR Engineering; Chris Lang – Reno Police Department; James Lopey – Washoe County Sheriff’s Office; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Russ Pedersen – Washoe County Sheriff’s Office; Rob Reeder – Regional Transportation Commission; Ron Schmidt – Sparks City Council; Gary Smith – Reno Tahoe Airport Authority; Chris Smith – Washoe County School District; Rick Vandenberg – City of Reno; Woody Wright – University of Nevada, Reno; Bruce Hicks joined the meeting at approximately 9:20 a.m.

ABSENT: Michael Alaux – American Red Cross; Greg Belancio – Washoe County Public Works; Ryan Bird – Reno Public Works; John Bradley – H2O; Russell Brigham – Reno Sparks Indian Colony; Tim Busch – Sparks HazMat; Tracy Chase – Reno City Attorney’s Office; Eileen Coulombe – Washoe County District Health Department; Paul Donald – Washoe County District Health Department; Steve Driscoll – Sparks Emergency Management; Jerry Ebi – John Ascuagua’s Nugget; James Flenner – Sparks HazMat; Tad Fletcher – Reno Tahoe Airport Authority; Frank Frievalt – Sparks HazMat; Tom Gadd – Washoe County Public Works; Randall Gray – Truckee Meadows Water Reclamation Facility; Ken Grein – Washoe County School District; Mike Heikka – Sierra Fire Protection District; Damian Higgins – U.S. Fish and Wildlife; Beverly Howe – American Red Cross; James Johns – Reno Police Department; Tom Lo – Washoe County Telecommunications; Alan Minor – Truckee Meadows Water Reclamation Facility; Matt Marquez – Sparks Police Department; Steve Matles – Renown; Stephanie McCarty – Washoe County District Health Department; Mike Mieras – Washoe County School District; Jim Miller – Washoe County District Health Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Erik Orsak – U.S. Fish and Wildlife; Jason Pasco – KTVN Channel 2; Robin Pagni – Sparks Police Department; Steve Pitts – Reno Police Department; Joe Reinhardt – Sierra Fire Protection District; Russ Rocha – Truckee Meadows Water Reclamation Facility; Suzy Rogers – Reno Emergency Communications Center; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Laurie Sada – U. S. Fish and Wildlife; John Slaughter – Washoe County Management Services; Klark Staffan – Regional Emergency Medical Services

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Authority; Vince Thomas – Sierra Fire Protection District; Kristen Walthers – KTVN Channel 2; and Dan Watkins – KOLO Channel 8.

Nathan Edwards – Deputy District Attorney, was also present.

2. APPROVAL OF DECEMBER 21, 2006 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Rob Reeder, seconded by Karen Fraley, to approve the December 21, 2006, minutes, as submitted. MOTION CARRIED.

3. TREASURER'S REPORT – *Review and possible Acceptance of ODP (Office of Domestic Preparedness)/Homeland Security and SERC (State Emergency Response Committee) Grants – FFY (Federal Fiscal Year) 2005 and 2006.*

Cathy Ludwig – Grants Administrator, provided an overview of the now closed 2005 Homeland Security Grant expenditure and subsequent return of more than \$3,000.00. Drawing attention to the LETPP (Law Enforcement Terrorism Prevention Programs), Ms. Ludwig noted that \$782.58 had been returned. Ms. Ludwig noted that \$15,489.00 had been expended from the 2007 SERC (State Emergency Response Commission) grant with some HazMat Explo funds being reallocated to other training programs.

It was moved by Jim Gubbels, seconded by Rick Vandenberg to accept the Treasurer's Report as presented. MOTION CARRIED.

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

Cathy Ludwig – Grants Administrator, drew attention to the 2008 SERC (State Emergency Response Commission) Planning, Training and Equipment Guidance that had been distributed via email on January 24, 2007 and emphasized that grant applications must be received no later than 5:00 p.m., February 7, 2007 for consideration by the Grants and Finance Subcommittee in session on February 12, 2007. Ms. Ludwig noted that while equipment not listed on the standard price list could be requested, applicants must include a firm vendor price quote and explicit explanation for the request. Additionally, funding in the amount of \$42,334.00 in the 2007 State Emergency Response Commission (SERC), Hazard Materials Emergency Preparedness (HMEP) Mid-Cycle grant. Grant applications for this funding are due February 7, 2007 by 5:00 p.m. Ms. Ludwig noted that these funds must be expended before September 30, 2007.

James Lopey commented that a contact list for HSGP (Homeland Security Grant Program) Investments (copy on file) is available in an electronic format and encouraged members to provide input to project leaders identified in the list.

Aaron Kenneston noted the Mass Evacuation Exercise is being developed and encouraged others to participate in the upcoming exercise.

* denotes NON action item

Chair Pedersen noted that Jim Gubbels would no longer Chair the Grants and Finance Subcommittee and that Andy Flock from Sparks Fire Department had volunteered to fill that position.

5. PER NRS (Nevada Revised Statutes) 239C.300(3), DISCUSSION AND POSSIBLE APPROVAL OF GRANT FROM THE CITY OF LAS VEGAS TO WASHOE COUNTY VIA THE WASHOE COUNTY SHERIFF'S OFFICE FOR PURPOSES OF FUNDING FOR THE CITIZEN CORPS PROGRAMS AS AWARDED IN FFY (Federal Fiscal Year) 2006 HOMELAND SECURITY GRANT PROGRAM.

Tami Cummings – Washoe County Sheriff's Office, outlined the grant from the City of Las Vegas (Nevada) to fund the Citizen Corps Programs.

It was moved by Greg Befort, seconded by Jim Gubbels, to approve the grant from the City of Las Vegas, Nevada to Washoe County via the Washoe County Sheriff's Office for the purpose of funding the Citizens Corps Programs as awarded in federal fiscal year 2006 Homeland Security Grant program. MOTION CARRIED.

6. DISCUSSION AND/OR POSSIBLE ACTION ON THE ANNUAL UPDATE OF THE LEPC (Local Emergency Planning Committee) HAZARDOUS MATERIALS RESPONSE PLAN.

Chair Pedersen noted the deadline to update the Washoe LEPC (Local Emergency Planning Committee) Hazardous Materials Response Plan.

Joe DuRousseau commented that Tim Busch, Andy Flock and others had been reviewing the Hazardous Materials Response Plan and had identified a number of areas in need of revisions. Mr. DuRousseau pointed out that the inventory of business and hazardous materials for the region needed to be updated and that WMD (Weapons of Mass Destruction) component referenced biological, chemical and nuclear issues, with the development of CBRNE Task Force, Mr. DuRousseau believes that a small group of individuals should review the plan to expand issues such as the biological, chemical and nuclear issues.

Aaron Kenneston noted the need to work with Mineral County to develop responses relative the shipment and storage of mercury issues. Additionally, nuclear waste shipments through the Truckee Meadows to the Yucca Mountain Repository in Southern Nevada should also be addressed. Ms. Kenneston volunteered to assist in the review and update of the Hazardous Materials Response Plan.

Andy Flock emphasized that the review should not focus on a single "high hazard" issue, but rather includes a full comprehensive array of hazardous material issues. Mr. Flock noted that the locations of such materials could easily be mapped using GIS (Geographical Interface System) technology.

Chair Pedersen recalled the recent CBRNE Training program and noted that while Southern Nevada is in the process of developing a Statewide Incident Management Team, that there are

several areas that Washoe County has already established programs and responses. Due to the military presence in the State of Nevada, a variety of resources is already available.

It was moved by Karen Fraley, seconded by Andy Flock, to approve the Hazardous Materials Response Plan with the understanding that modifications and updates will be made.
MOTION CARRIED.

Chair Pedersen noted that Mr. DuRousseau would chair the group and prepare a grant request to engage a consultant to assist in the modification and update of the Hazardous Materials Response Plan. Mr. Pedersen encouraged those present to contact Mr. DuRousseau.

7. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

Aaron Kenneston – Emergency Manager, expressed his appreciation to those involved in the upcoming Mass Evacuation Program and noted that a consultant had been selected as a plan writer. Mr. Kenneston noted that workshops would also be held in Las Vegas and Elko (Nevada) with best practices site visits scheduled in the up-coming months and a conference scheduled in September 2007.

Mr. Kenneston provided a handout (copy on file) of upcoming training opportunities at the Regional Public Safety Training Center.

Greg Befort noted two training opportunities being sponsored by Western Regional Policing focusing on first responders and emergency response managers.

Mr. Kenneston noted upcoming WebEOC (Emergency Operations Center) training and the upcoming full-scale evacuation exercise being planned for Incline Village (Nevada), including the handling of casualties, which is not typically part of an exercise.

Chair Pedersen noted upcoming NIMS (National Incident Management System) seminars by FEMA (Federal Emergency Management Agency), which provides an opportunity for individuals to post questions, provide input and express concerns. Mr. Pedersen suggested that each discipline/agency appoint a central point of contact and noted that compliance with NIMS 300 and 400 is required for first line supervisors and incident managers respectively. Chair Pedersen asked that those present contact either Mr. Kenneston or himself for additional information on NIMS 300 and 400 compliance.

8. BRIEFING ON ReTRAC (Reno Transportation Rail Access Corridor) PLAN – Discussion and possible action for review of the LEPC (Local Emergency Planning Committee) hazardous materials response plan annexes regarding hazardous assessment facilities.

Joe DuRousseau noted that Paul Donald was recovering from a recent illness and explained that representatives of the region would attend an upcoming HazMat Spill exercise (March 2007) at the Alameda Corridor, a 13-mile trench from Long Beach to Los Angeles (California).

This agenda item continued to the February 15, 2007 meeting.

9. PRESENTATION ON MIZPAH DEBRIEFING *

This agenda item continued to the February 15, 2007 meeting.

10. DISCUSSION/POSSIBLE ACTION OF CHANGING ANNUAL LEPC (Local Emergency Planning Committee) MEETINGS FOR 2007

Chair Pedersen recalled previous discussion about changing the meeting schedule from monthly to a bi-monthly schedule at the December (2006) meeting and distributed ballots to the voting members.

Deputy District Attorney Nathan Edwards reminded voting members to sign the ballots for the public record.

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

Aaron Kenneston noted that Mr. Donald is recovering well and that members could contact him on his cell phone to wish him well. Mr. Kenneston suggested that the next update of the LEPC (Local Emergency Planning Committee) and SERC (State Emergency Response Commission) Bylaws include a change from Civil Defense to Emergency Management. Mr. Kenneston noted that Mineral County would be holding a series of specialized training programs on the storage and transportation of mercury and recommended that the Truckee Meadows participate in that training.

James Lopey noted that the Fusion Center, formerly Terrorist Early Warning System (TEWS) would be considered by the BCC (Board of County Commissioners) on February 3, 2007.

Rick Vandenberg introduced Reno Assistant City Manager, Sue Schlerf.

Chair Pedersen provided an overview of a satellite communications systems used by the Washoe County Sheriff's Office from Crow Communications. Mr. Pedersen noted that while the radio portion of the system is at no cost, telephone communications is about \$2.00 per minute. Chair Pedersen noted that a group of users could create specific talk groups with a range from Canada to South America on the current system. Currently Washoe County Information Technology is looking at connecting the system to the Washoe County Regional 800 MHz Communications System. It is Chair Pedersen's belief that the system can also handle data transfers since fax service is available.

12. PUBLIC COMMENTS *

Michael Hurick – American Red Cross, announced that the "Real Heroes" event would be held in March 2007 and asked that nominations be submitted by the end of January 2007 at the American Red Cross website or by contacting the local office.

* denotes NON action item

Joe DuRousseau noted a training class being offered by a Texas Engineering Extension Services funded by Homeland Security covering a range of classes ranging from public works, medical responders and other disciplines were at no cost. Additional information can be obtained at www.teex.com.

Bruce Hicks noted that Placer County, California, will conduct a HazMat WMD (Weapons of Mass Destruction) exercise at the Truckee Airport, Truckee, California on February 8, 2007.

10. DISCUSSION/POSSIBLE ACTION OF CHANGING ANNUAL LEPC (Local Emergency Planning Committee) MEETINGS FOR 2007 [reopened]

Cathy Ludwig – Grants Administrator, commented that the ballots indicated a consensus to change the Local Emergency Planning Committee (LEPC) to a bi-monthly meeting schedule.

Chair Pedersen stated that the bi-monthly schedule would commence after the February 15, 2007, meeting and special meetings would be scheduled as needed.

13. NEXT LEPC MEETING ~ FEBRUARY 15, 2007 - REGIONAL EMERGENCY OPERATIONS CENTER (REOC) *

The next meeting is slated for February 15, 2007.

14. ADJOURNMENT

Chair Pedersen adjourned the meeting 9:59 a.m.

AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE IN SESSION ON FEBRUARY 15, 2007.