

# Washoe Local Emergency Planning Committee General Membership Meeting

## MINUTES

Thursday ~ April 17, 2014 ~ 9:00 A.M.

Regional Emergency Operations Center  
5195 Spectrum Boulevard, Reno, Nevada

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

Vice-chair Kenneston called the meeting to order at 9:07 a.m. A quorum was established.

**PRESENT:** Julie Bender – Regional Public Safety Training Center; Lance Boekenoogen – Nevada Air National Guard CERFP/NV; Chris Cenac – Truckee Meadows Community College; Darryl Cleveland – Truckee Meadows Community College; Michelle Gitmed – Reno Police Department; Pat Hambright – KOLO Channel 8; Timothy Hill – Nevada Air National Guard; Dave Hunkup – Reno Sparks Indian Colony; Rob Kelley – Community Services Department; Aaron Kenneston – Washoe County Emergency Management; Alex Kukulus – Truckee Meadows Fire Protection District; Beth Langan – Regional Public Safety Training Center; Chad Leonard – University of Nevada, Reno; Chris Maples – Sparks Fire Department; Matt Marquez – Sparks Police Department; Tom Nelson – Reno Tahoe Airport Authority; Joe Nishikida – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Tim O’Conner – Washoe County Sheriff’s Office; Debbie Penrod - University of Nevada, Reno; Jim Reagan – NV Energy; Rob Reeder – Regional Transportation Commission; Edwin Smith – Washoe County Health District; Tim Spencer – Reno Fire Department; Eileen Stickney – Washoe County Health District; Jeff Whitesides – Washoe County Health District; and Shannon Wiecking – Reno Police Department. Bruce Hicks – North Lake Tahoe Fire Protection District, joined the meeting at 9:11 a.m. Tracy Moore – Washoe County School District, joined the meeting at 9:39 a.m.

**ABSENT:** Brian Allen – Sparks Police Department; Scott Alquist – Truckee Meadows Community College; Gary Beekman – Washoe County Technology Services; Kelly Boyd – American Red Cross; Mike Brown – North Lake Tahoe Fire Protection District; Bev Buchanan – Reno Emergency Communications Center; Steve Burlie – Regional Transportation Commission; Christina Conti – Washoe County Health District; Diane Drinkwater – Washoe County District Attorney’s Office; Skip Eller – Reno Sparks Convention and Visitors Authority; Jason Elorza – Sparks Fire Department; James English – Washoe County Health District; Richard Gammick – Washoe County District Attorney’s Office; Jim Hadsall – Reno Sparks Convention and Visitors Authority; Nida Harjo – Reno Sparks Indian Colony; John Helzer – Washoe County District Attorney’s Office; Logan Ingersoll – Nevada Air National Guard; Andy Koski – Sparks Fire Department; Mike Krysztof – Truckee Meadows Fire Protection District; Tim Leighton – Truckee Meadows Fire Protection District; Spencer Lewis - University of Nevada, Reno; Chris Long – Washoe County Technology Services; Teresa Long – Washoe County Health District; Patrick Macan – American Red Cross; Chris Magenheimer – North Lake Tahoe Fire Protection District; Ian McEwen – Nevada Air National Guard CNV; Rob McLaughlin – Veterans Administration Hospital; Mike Mieras – Washoe County School District; Kenneth Miller – Pyramid Lake Paiute Tribe; Eric Millette – Sparks Fire Department; Michael Munda – Renown; Brad Norman – Truckee Meadows Community College; Tim O’Brien – Reno Fire Department; Kelley Odom – Reno Emergency Communications Center; Don Pelt – Pyramid Lake Paiute Tribe; Phil Povey -

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Truckee Meadows Community College; Jerry Preston – Community Services Department; Brian Reeder – Associated General Contractors; Josh Reynolds – Truckee Meadows Community College; Suzy Rogers – Reno Emergency Communications Center; Rick Sanchez – Washoe County Health District; Kevin Schaller – University of Nevada, Reno; Frank Schumann – Washoe County Sheriff's Office; John Slaughter – Washoe County Manager; Dee Stueve – Associated General Contractors; Eric Stringer – Nevada Air National Guard CERFP/NV; Brian Taylor – Regional Emergency medical Services Authority; Pat Thomas – KOLO Channel 8; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

Mary Kandaras – Deputy District Attorney, was also present.

**2. APPROVAL OF MINUTES** (For possible action) – *February 20, 2014 General Membership meeting minutes.*

Bruce Hicks - North Lake Tahoe Fire Protection District, joined the meeting at 9:11 a.m.

***It was moved by Jeff Whitesides, seconded by Alex Kukulus, to approve the February 20, 2014, minutes, as submitted. MOTION CARRIED.***

**3. PUBLIC COMMENTS** (Non-action item)

There were no public comments.

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

Cathy Ludwig – Grants Coordinator, provided an overview of the Revenue and Payable reports noting that the 2014 SERC (State Emergency Response Commission) for Planning, Training, Operations and Equipment had just ended the third quarter with a total expenditure \$29,190.64 of the \$34,000.00 grant. The UWS (United We Stand) grant of \$30,000.00 has thus far expended 20,301.17. The \$30,000.00 HMEP grant for TMFPD (Truckee Meadows Fire Protection District) has been extended until September 30, 2013. The RSIC (Reno Sparks Indian Colony) grant of \$4,304.00 for HAZWOPER (Hazardous Waste Operations and Emergency Response Standard) training should be completed by the end of June and will be included in the next update. However, \$6,404.50 allocated to the Reno Police Department for training will be deobligated as the vendor canceled the training and had not rescheduled before the end of the grant period. Ms. Ludwig then outlined the Citizen Information and Warning Project grant of \$165,000.00 of which \$107,448.90 has been expended with an additional \$46,000.00 encumbered. The 2012 Homeland Security grant COOP (Continuity of Operations) will close later this month (April 2014) and should be fully expended.

***It was moved by Eileen Stickney, seconded by Mitch Nowicki, to accept the Revenue and Payables Report, as presented. MOTION CARRIED.***

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

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Cathy Ludwig – Grants Coordinator, reminded member agencies that the SERC (State Emergency Response Commission) UWS (United We Stand) grant, related to the combat of terrorism, would be coming out soon.

6. **GRANT APPROVAL** (For possible action) – *Approval to submit a 2014 State Emergency Response Commission (SERC), Hazardous Materials Emergency Planning (HMEP) Mid-Cycle grant application for attendance to the 2014 Continuing Challenge Hazmat Workshop in Sacramento, California, September 2-5, 2014.*

Cathy Ludwig – Grants Coordinator, noted that SERC (State Emergency Response Commission) HMEP (Hazardous Materials Emergency Preparedness) requested grant applications for the mid-cycle grant for Continuing Challenge. Ms. Ludwig noted that Sparks Fire Department TRIAD had submitted a for twenty-three (23) attendees for a total request of \$17,248.00 with NLTFPD (North Lake Tahoe Fire Protection District) submitting an application for three (3) attendees for a grant of \$2,514.96 for a total grant request of \$19,762.60 for the two applications. Ms. Ludwig requested a motion to approve the two (2) requests.

***It was moved by Chris Maples, seconded by Rob Reeder, to approve the SERC (State Emergency Response Commission) HMEP (Hazardous Materials Emergency Preparedness) mid-cycle grant application to attend the 2014 Continuing Challenge Hazmat Workshop in Sacramento, California, September 2 through 5, 2014, as follows: 1) Sparks Fire Department TRIAD twenty-three (23) attendees - total \$17,248.00; and 2) NLTFPD (North Lake Tahoe Fire Protection District) three (3) attendees – total \$2,514.96. Total grant request \$19,762.96.***  
**MOTION CARRIED.**

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

Aaron Kenneston – Washoe County Emergency Manager, drew attention to the upcoming exercises and drills through the end of April 2014 and the Broken Propeller exercise on May 29, 2014. Mr. Kenneston pointed out that copies of the event schedule are available in the lobby.

## Yearly Regional Training and Exercises



### **APRIL**

- 16- Washoe COOP TTX (DA)
- 17 – LEPC
- 17- Infra Guard
- 18- Public Safety Field Day for Deaf and Hard of Hearing Children (REOC)
- 23- PREPARE Washoe Meeting
- 23- Washoe COOP TTX (Health District)
- 25- Large Animal Rescue Drill (Stead)

### **MAY**

- 22- Post Office Bio Exercise
- 29- Airport Full-Scale Exercise – Broken Wing
- 30/31- Public Warning & ARES Conference Virginia City

### **JUNE**

- 2-13- School Incident Response Team SIRT Training
- 10- CST Exercise
- 12-14- CERT Academy
- 17- LEPC
- 19-21- CERT Academy

### **JULY**

- 10/12- CERF-P Full-Scale Exercise at RPSTC
- 17-18- Public Warning Training Workshop
- 23- PREPARE Washoe Meeting

### **AUGUST**

- 6/7- Public Warning Workshop
- 17- LEPC
- xx – Alternate EOC & IAP Exercise

### **SEPTEMBER**

- Preparedness Month Activities

### **Future Year FFY- 2014**

- 16 October '14 LEPC
- 16 October '14 Great Shake Out
- xx October '14 – No. NV Disaster Victim Recovery Team TTX
- xx November '14 – City of Sparks Drill – Steve Driscoll
- 20 November '14 PW/PI Statewide Workshop
- 18 December '14 - LEPC
- xx June '15 – Bureau of Reclamation Dam Break Exercise

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

Aaron Kenneston – Washoe County Emergency Manager, noted that a recent fire at the Waste Isolation Pilot Project (WIPP) Facility near Carlsbad, NM demonstrates that we need to be vigilant about shipments of radioactive materials through Washoe County. Additionally, the Landauer “Microstar” radiation dosimeter badges in use by REMSA (Regional Emergency Medical Services Authority), local hospitals, and the regional HAZ-MAT Triad were purchased through a Department of Homeland Security grant that expires in October of 2015. Regional agencies with these dosimeters must contact the vendor (Landauer) to ensure they are calibrated. If you have questions, please contact Mr. Kenneston.

**9. 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).*

Shirley Rhodes outlined the ongoing training and drew attention to the most recent drill at the fire training tower. Ms. Rhodes noted that outreach is being conducted along with the Child ID program as are preparations for the Broken Wing exercise on May 29, 2014.

Aaron Kenneston expressed his appreciation for the CERT (Community Emergency Response Team) and other volunteer groups in the region.

**10. LEPC (Local Emergency Planning Committee) PRESENTATION** (Non-action item) – *Hazardous Materials Commodity Flow Study.*

Matthew Lieuallen, Ecology & Environment, Inc., narrated a PowerPoint® presentation (copy on file). Mr. Lieuallen drew attention to the components of the Hazardous Materials Commodity Flow Study that includes an analysis of the types of waste transported and/or stored in the region along with a study of the various modes of transport used including rail and air cargo. Other components of the study include an analysis of when and where accidents are more likely to happen either typically during on or off loading materials in addition to vehicular or other types of accidents while in transit.

Tracy Moore – Washoe County School District, joined the meeting at 9:39 a.m.

Responding to an inquiry about whether the study was available, Mr. Kenneston requested that interested parties contact him directly for copies of the report noting that Mr. Lieuallen and he would be available to answer questions after the meeting.

**11. LEPC (Local Emergency Planning Committee) PRESENTATION** (Non-action item) – *Overview of the Washoe County Health District Strategic National Stockpile (SNS) Plan, with a request for LEPC input and suggestions to improve the process; includes PowerPoint presentation.*

Sara Dinga - Public Health Preparedness Program, prefaced the presentation by introducing the Public Health Preparedness Program Manager Jeff Whitesides. Ms. Dinga and Mr. Whitesides, in

tandem, narrated the PowerPoint® presentation (copy on file). During the presentation it was noted that there had been a significant decrease in funding. Attention was drawn to a new flu (H7N9) in China is not currently sustainable in human to human transmission. As the presentation progressed it was pointed out that it could take as long as 6-months to develop and distribute a suitable vaccine should this expand to a sustainable human to human transmission. The presentation then turned to the use of private and public PODs (Point of Distribution). It was emphasized that with a population of ±425,000 WCHD (Washoe County Health District) does not have the resources or personnel for a pandemic and would rely on private and public partnerships to distribute vaccines and/or other forms of medicine.

There was a brief discussion about training exercises during which it was noted that WCHD would provide training materials so that other agencies can train personnel as needed. Other discussion noted that Walmart gift cards had been purchased to encourage individuals to participate in the free vaccinations in Storey County. It was noted that the continued decline in funding has resulted in fewer exercises being conducted.

- 12. 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., June 19, 2014.*

Chair Moore noted that Ed Atwell – UNR (University of Nevada, Reno), had retired on his birthday, April 8, 2014. Chair Moore asked for an agenda item to express this body's appreciation for his participation in this and many other activities in the region.

- 13. PUBLIC COMMENT** (Non-action item)

There were no public comments.

- 14. ADJOURNMENT**

Chair Moore adjourned the meeting at 10:03 a.m.