

Washoe County Local Emergency Planning Committee

General Membership Committee

MINUTES

Thursday ~ September 21, 2006 ~ 9:00 A.M.
Washoe County Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ROLL CALL *

Acting Chair Caughron called the meeting to order at 9:04 a.m. A quorum was established

PRESENT: Greg Befort – Regional Safety Training Center; Beverly Buchanan – Reno Emergency Communications; Tim Busch – HazMat; Jim Caughron – Washoe County Risk Management; Tami Cummings – Washoe County Sheriff's Office; Paul Donald – Washoe County District Health; Gary Dunn – Sparks Emergency Management; Joe DuRousseau – Reno Fire Department; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Telecommunications; Michael Hurick – American Red Cross; 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; Steve Matles – Inter-Hospital Coordinating Council and Renown Health (formerly Washoe Health System); Stephanie McCarty – Washoe County District Health; Robin Pagni – Sparks Police Department; Steve Pitts – Reno Police Department; Rob Reeder – Regional Transportation Commission; Gary Smith – Reno Tahoe Airport Authority; and Rick Vandenberg – City of Reno. Andy Flock – Sparks Fire Department and John Slaughter – Washoe County Management Services, joined the meeting at 9:10 a.m. Robert Cullins – University of Nevada, Reno, joined the meeting at 9:18 a.m.

ABSENT: Ray Andreola – Saint Mary's Hospital; Steve Asher – Sparks Police Department; Ryan Bird – Sierra Pacific Power Company; John Bradley – H2O; Russell Brigham – Reno Sparks Indian Colony; Tom Clewell – Sparks Fire Department; Tracy Chase – Reno City Attorney's Office; Eileen Coulombe – Washoe County District Health Department; Steve Driscoll – Sparks Emergency Manager; Jerri Eby – John Ascuagua's Nugget; James Flenner – HazMat; Tad Fletcher – Reno Tahoe Airport Authority; Karen Fraley – Reno City Attorney's Office; Frank Frievalt – HazMat; Tom Gadd – Washoe County Public Works; Randall Gray – Truckee Meadows Water Reclamation; Ken Grein – Washoe County School District; Bruce Hicks – North Lake Tahoe Fire Protection District; David Hunkup – Reno Sparks Indian Colony; Jim Johns – Reno Police Department; Aaron Kenneston – Washoe County Emergency Management; Jeff Kinder – CFR Engineering; Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District; Jim Miller – Washoe County District Health Department; Alan Minor – Truckee Meadows Water Reclamation; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Jason Pasco – KTVN Channel 2; Russ Pedersen – Washoe County Sheriff's Office; Russ Rocha – Truckee Meadows Water Reclamation; Suzy Rogers – Reno Emergency Communications; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Marty Scheuerman – Reno Fire Department; Ron Schmidt – Sparks City Council; Chris Smith – Washoe County School District; ; Klark Steffan – Regional Emergency Medical Services Authority; Alan Tom – Regional Emergency Medical Services Authority; Kristen

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Walters – KTVN Channel 2; Dan Watkins – KOLO Channel 8; and Woody Wright – University of Nevada, Reno.

Nathan Edwards - Deputy District Attorney, was also present.

2. APPROVAL OF AUGUST 17, 2006 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Robin Pagni, seconded by Beverly Buchanan, to approve the August 17, 2006, minutes, as submitted.

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

Cathy Ludwig, Grants Administrator, commented that the 2004 Homeland Security and Noble Responder grants had been closed

Andy Flock – Sparks Fire Department and John Slaughter – Washoe County Management Services, joined the meeting at 9:10 a.m.

Ms. Ludwig outlined other grant balances and asked that agencies not using their allocation advise her to deobligate funds for other uses.

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

Acting Chair Caughron reopened agenda item 2. Approval of Minutes.

It was suggested that Paul Donald - Washoe County District Health Department and Chet Malewski – Truckee Meadows Water Authority be shown as present rather than absent on the August 17, 2006, minutes.

It was moved by Jim Gubbels, seconded by Rob Reeder, to approve the August 17, 2006, minutes, as amended. MOTION CARRIED.

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

Cathy Ludwig, Grants Administrator, noted an upcoming FEMA (Federal Emergency Management Agency) Benefit/Cost Analysis training session in Emmitsburg , Maryland, November 6, 7 and 8, 2006. Additional information can be obtained from their website: www.fema.gov.

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5. VOTING ON NOMINATIONS OF THE LEPC (Local Emergency Planning Committee) VICE-CHAIRMAN AND AT-LARGE POSITIONS AS RECOMMENDED BY THE NOMINATIONS ADMINISTRATOR

Jim Gubbels commented that the candidates for Vice-Chair position, which will transition to the Chair position was Rick Vandenberg. Hearing no further nominations Mr. Gubbels closed the nominations. Mr. Gubbels noted that Jim Caughron, Joe DuRousseau and Aaron Kenneston had been nominated to serve in the At-Large position. Hearing no other nominations Mr. Gubbels closed the nominations and distributed voting ballots reminding voting members to sign the ballot and include their agency affiliation.

Robert Cullins – University of Nevada, Reno, joined the meeting at 9:18 a.m.

Acting Chair Caughron continued the matter to allow a tally of votes.

6. UPDATE AND POSSIBLE ACTION FROM THE MEETING HELD ON SEPTEMBER 18, 2006 BY THE LEPC EXECUTIVE COMMITTEE

Acting Chair Caughron drew attention to the recommended modifications to bylaws and noted that formal action would be taken at the October 19, 2006, meeting.

7. POWERPOINT PRESENTATION ON THE TERRORISM EARLY WARNING SYSTEM (TEWS) *

Nathan Edwards, Deputy District Attorney, cautioned those present that this is an open public meeting and that discussion should avoid sensitive and/or confidential information.

Assistant Sheriff Jim Lopey narrated a PowerPoint presentation (copy on file) about the TEWS (Terrorism Early Warning System) program recently funded by the State of Nevada. Mr. Lopey outlined the collaborative partnerships needed to provide a coordinated region wide response to natural disasters or potential terrorist activities. Sheriff Lopey commented he would meet with various agencies to discuss the matter and outlined the full and part time personnel that would be needed in the region including analysts, clerical and other personnel. Mr. Lopey emphasized that these would be contract rather than full time personnel. The intent of the collaborative partnerships is to assure that all agencies have the same information and are able to respond to an incident in a cohesive manner.

Robert Cullins outlined his concern about the wage scales (\$53,000 and \$80,000 annual expenditures) for clerical and data analyst positions respectively and suggested that the lower local market rate be applied.

Sheriff Lopey emphasized that positions were contracted without benefits rather than full time employees and that the region was seeking the best qualified applicants to fill those positions.

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5. VOTING ON NOMINATIONS OF THE LEPC (Local Emergency Planning Committee) VICE-CHAIRMAN AND AT-LARGE POSITIONS AS RECOMMENDED BY THE NOMINATIONS ADMINISTRATOR [reopened]

Jim Gubbels announced that Rick Vandenberg had been selected as the Vice-Chair and that Aaron Kenneston would fill the At-Large position.

Chris Lang and Steve Pitts – Reno Police Department, left the meeting at 9:54 a.m.

8. DISCUSSION/OVERVIEW OF WASHOE COUNTY PAGING SYSTEM *

Craig Harrison, Washoe County Telecommunications, noted that the paging system was being transitioned to narrow band transmissions and suggested that those agencies using the paging system meet with Washoe County Telecommunications to discuss the transition process. Mr. Harrison provided a handout (copy on file) to those present.

9. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

Cathy Ludwig, Grants Administrator, outlined upcoming exercises and training events.

Robert Cullins – University of Nevada, Reno, left the meeting at 9:56 a.m.

Ms. Ludwig noted that an Incident Management Unified Command training session had been scheduled and encouraged member agencies to sign up for the training, which is limited to no more than 50 participants.

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

None.

11. PUBLIC COMMENTS *

Michael Hurick – American Red Cross, commented that he was selling raffle tickets for a Harley Davidson Motorcycle during the Street Vibrations special event.

Steve Matles, Renown (formerly Washoe Health System), commented that as September 21, 2006, that Washoe Health System had formally changed their name to Renown and relocated the main address to Mill Street from its former location at 77 Pringle Way.

Cathy Ludwig, Grants Administrator, noted that those individuals attending HazMatExplo10 must make room reservations at the Orleans before October 10, 2006, to secure the block room rate.

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12. REMINDER OF CANCELLATION OF NOVEMBER LEPC GENERAL MEMBERSHIP MEETING DUE TO HAZMAT EXPLO10 IN LAS VEGAS, NEVADA

Acting Chair Caughron reminded members that the November 16, 2006, meeting is cancelled.

13. Next LEPC (Local Emergency Planning Committee) Meeting ~ October 19, 2006 - Regional Emergency Operations Center (REOC) *

The next meeting of the Local Emergency Planning Committee is scheduled October 19, 2006.

14. ADJOURNMENT

Acting Chair Caughron adjourned the meeting at 10:02 a.m.

AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE IN SESSION ON OCTOBER 19, 2006.

* denotes NON action item