



Local Emergency Planning Committee (LEPC)

Executive Committee Meeting

Minutes

July 21, 2022, 10:00 A.M.

Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ DETERMINATION OF QUORUM

Chair Brian Taylor called the meeting to order at 10:00 a.m. A quorum was established.

PRESENT: Chair Brian Taylor – REMSA; Andy Ancho – RFD; and Roy Anderson – WCSD.

ABSENT:

Also Present: Kelly Echeverria – WCEM; Wade Carter - Legal; Francisco Ceballos - Secretary/Treasurer.

2. PUBLIC COMMENT –

Kelly Echeverria noted that Kelly Echeverria and Wade Carter should be named as present for the record.

3. APPROVAL OF May 19, 2022 EXECUTIVE COMMITTEE MEETING MINUTES – (FOR POSSIBLE ACTION) – Brian Taylor

It was moved by Roy Anderson, seconded by Andy Ancho to approve the minutes as written.

There was no public comment.

The motion passed unanimously.

4. LEPC GENERAL MEMBERSHIP AGENDA REVIEW - FOR POSSIBLE ACTION – A review and approval of the agenda for the next General Membership Meeting. – Francisco Ceballos

Francisco Ceballos presented the agenda draft to the members for review. He explained that the meeting will begin with call to order, public comment, and approval of minutes as usual. He said he would then do the secretary/treasurer report and discuss the FY22

and FY23 grants. After this, he planned for a presentation, however the speaker is not yet decided.

He listed the remaining agenda items including an update on regional emergency management events, update on Radiological Task Force, update of Washoe County Citizen Corps, update on State Emergency Response Commission, training review, LEPC member announcements, public comment and adjournment.

Brian Taylor asked who the potential presenters are for item five of the agenda.

Francisco suggested that TMFPD present as they have not presented recently. Brian Taylor clarified that since there is not yet a presenter scheduled, the item should be left on the agenda in the case that one can still be scheduled. If there is no presenter on the day, the item can be passed over. Wade Carter confirmed that that was the appropriate line of action.

Kelly Echeverria added that the purpose of the presentations was for Francisco to see items that were grant-funded so that at the end of the year he would not have to do inventory. She suggested that Francisco look at the tracking spreadsheets of what has been granted out through LEPC. She explained that even if the entity has presented recently, they can present again to facilitate tracking of items that are still in use from grant funding.

Brian said to leave the agenda item listed and suggested to continue the search for a presenter. Roy Anderson asked if there is a way to simply ask someone to present for a specific meeting. Francisco said this is what he has done for the last few meetings. Kelly asked if Francisco has been tracking the presentations on the grant tracking spreadsheet. He said he has a separate document for tracking them but can consolidate. Brian Taylor clarified that the presentations can be a simple ask. Kelly suggested that the presentations could also be by entity, with the presenter speaking about all items they have received from LEPC historically. She suggested also reaching out to Tammy to present on SERC updates of requirements. If she cannot attend, someone else, like the Fire Marshall, could attend.

Brian Taylor asked if Tammy could be put on the agenda to speak and if she cannot, ask her to send someone else. Kelly explained that she has a standing item and receives agendas and calendar invites but has not attended. Francisco said he would reach out to her directly.

Brian Taylor asked if there was any public comment on this item as it is an action item.

Kelly Echeverria proposed that the Executive Committee consider sending a signed letter to SERC as well as possibly the Fire Marshall requesting that parameters for grants be sent upfront with grant information as there have been issues in the past with grants being rejected on the basis of unknown parameters. She was unsure if such a letter needed to be approved by the body as a whole or if it could be presented as more of an

update on action being taken by the board. Brian Taylor agreed that it was confusing when SERC denied a recent submission on the basis of unknown parameters, as he saw from the email chain shared with Executive Members. He asked Wade how to agendaize this item. Wade said the item should be approved by the committee as a whole. Kelly suggested drafting the letter beforehand and asking for approval in the meeting. Wade said any changes suggested in the meeting can then be added before sending the letter. Francisco added "Presentation and Approval to LEPC of SERC letter for clarification" to the agenda draft.

It was moved by Andy Ancho, seconded by Brian Taylor to approve the agenda as written with the addition of the discussion of the letter to SERC.

There was no public comment.

The motion passed unanimously.

5. LEPC MEMBERSHIP REVIEW (FOR POSSIBLE ACTION) – A review of new members, members unable to attend and possible actions regarding absences. – Francisco Ceballos

Francisco presented the General Membership Roster for review. He explained that he sent an email to both Marc Bello and Bill Harvey at the Washoe County Sheriff's Department and has not heard back. He will follow up with a call. Kelly Echeverria suggested reaching out to Tim O'Connor as that is who Marc Bello Reports to. She said there has been a lot of movement there recently.

Francisco said he also reached out to NLTFPD and heard from Russell Barnum who seemed to have some confusion about the meeting schedule. Kelly said they posted their finance position recently and suggested that their new hire could be present for these meetings.

Brian Taylor said that Alex Kukulus retired and can be taken off the list. Kelly said to reach out to Ketring as he is his replacement. Brian Taylor added that for some entities there also needs to be a backup listed, as with UNRPD and Sparks PD.

Francisco continued down the list saying that NLTFPD has not attended the last two meetings. Kelly Echeverria explained that Tracy Moore will be replacing Mark Jongsma and should likely become the primary. She suggested confirming this.

Francisco said he can reach out to Nick Klaich about an alternate for TRIAD. The DAs office also has not been present for the last two meetings. He clarified that he will send an email and then follow up with a call. Andy Ancho said he can reach out to Paul Patocka.

WC Technology Services was next on the list. They are holding a meeting at the same time which is why attendance is difficult. They provided a new contact Gary Zaepfel.

Northern Nevada Medical Center was contacted. Kent Choma expressed some confusion on the call with Francisco over who was the primary. Brian Taylor said there is some confusion with the hospitals as they are not listed as separate entities. It is unclear how they are represented. Francisco said that is something to decide as a board. Kelly Echeverria suggested clarifying with SERC. She said to have them listed separately may be redundant. Brian Taylor said he would see the attendance of IHCC as redundant with the hospitals. Kelly suggested asking SERC and then asking IHCC at the following meeting. Brian Taylor said to include Jesse in the email stream. Brian Taylor added that the leadership requirement for IHCC is to have at least one member from an acute care facility. Roy Anderson asked if the IHCC member could be the acute care person. Brian said that might not be the best idea because it puts a lot on that one member. Roy asked if the primary member should be Jesse's position. Kelly Echeverria said she has expressed preferring to be an alternate.

Francisco said that the VA Hospital is next. He said he will keep Brittany in the loop on what individual hospital involvement requirements are from SERC.

KOLO-TV has not responded yet to email. Francisco said he would follow-up with a call. Reno-Sparks Indian Colony was emailed. Francisco said they have a new Emergency Manager. He sent an email to her as well and will follow-up with a call.

Brian Taylor asked if action needs to be taken on this item. He suggested tabling the topic until the next Executive Meeting.

Brian Taylor clarified the desire to have everyone's involvement in LEPC but participatory involvement is needed.

6. LEPC CHAIRMAN/BOARD MEMBER ANNOUNCEMENTS/ITEMS AND SELECTION OF TOPICS FOR FUTURE MEETINGS - No discussion among committee members will take place on this item.

Andy Ancho said Kelly Echeverria already brought up the topic of sending a letter to SERC under item four. Brian Taylor agreed and supports contacting SERC. He expressed his frustration over the recent HMEP grant being rejected after approval with LEPC and the SERC board. Kelly Echeverria said SERC did reach out to DEM after the grant was pushed out. This was a mistake in the rollout from SERC on the grant. Brian asked if other districts ran into the same issue. Kelly said she was not at the last meeting because they don't create calendar events for their meetings, so she does not know the answer to that. Brian apologized to Andy Ancho for that grant not working out. Brian said the letter will be a rebuttal as well as a clarification so it doesn't happen again.

7. PUBLIC COMMENT –

Brian Taylor said he is still receiving emails from Megan's account for LEPC meetings. Kelly explained that he can delete the calendar item without notifying everyone. Roy Anderson said he doesn't have the General Membership Meetings on his calendar. Wade said he doesn't have it either.

- 8.** Brian Taylor adjourned meeting at 10:39am.