



Local Emergency Planning Committee (LEPC)

Executive Committee Meeting

Minutes

January 19, 2023, 10:00 A.M.

Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ DETERMINATION OF QUORUM

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

PRESENT: Chair Andy Ancho – RFD; Brian Taylor – REMSA; and Tracy Moore - RTAA.

ABSENT:

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

2. PUBLIC COMMENT –

There was no public comment.

3. APPROVAL OF November 17, 2022, EXECUTIVE COMMITTEE MEETING MINUTES – (FOR POSSIBLE ACTION) – Andy Ancho

It was moved by Tracy Moore, seconded by Brian Taylor 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 explained that there is the usual order to the meeting, including Call to Order, Public Comment and Approval of Minutes. Item number four is “Washoe County LEPC Grantee Allocation Expectations”. He said he is using this as a means to check on items purchased with LEPC grant money.

Andy Ancho asked if there was a movement to add this item to the General Membership agenda.

Brian Taylor said that he agreed this was a good idea to incorporate into the meetings. He added that everyone in the recipient pool should know that the expectations of their presentations are minimal and assistance can be provided if needed. Francisco agreed.

It was moved by Brian Taylor, seconded by Tracy Moore to approve the General Membership agenda.

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 explained that an application was received from Joe Olaciregui from CERT. The application was received in September, however there was some discussion of whether he should act as a second for Washoe County Sheriff's Office because of some attendance issues there. Mark reached out however to explain that he had a new representative to attend meetings. Finally, it was decided that Joe should be his own entity representing CERT. Francisco concluded by saying that Joe Olaciregui is applying to represent CERT as a voting member of LEPC.

Brian Taylor said he advocates this addition saying that Washoe County Sheriff's Department and CERT are their own entities. He asked however, if there would be an available second to represent CERT. Francisco agreed and said Terry would likely be his second. Before officially adding them, he said he could get a confirmed alternate from Joe.

It was moved by Brian Taylor, seconded by Tracy Moore to approve CERT as a voting member of LEPC.

There was no public comment.

The motion passed unanimously.

6. SERC DISSEMINATION – (DISCUSSION/FOR POSSIBLE ACTION) Best practice on how to spread information from SERC to LEPC members – Francisco Ceballos

Francisco explained that SERC sends many emails to its members to share information. He said some of these emails feel helpful and others, like spam. He showed a few examples to

the members. Francisco asked if these emails should be forwarded to General Membership. Tracy Moore said he thinks sharing information with members is always a good idea. Brian Taylor agreed and added that he understands being unsure about sending all the emails to members, however it is better to allow members to have all the information and sort through it themselves. Brian also suggested letting LEPC members know this change will happen and advise them to reach out for more information if needed. Kelly Echeverria suggested sending a poll to members to see if members would like to receive all emails or just ones related to their department.

Andy Ancho added that most of their members are already inundated with many emails a day and if they find that there are too many spam-like emails from SERC, they may start ignoring all of them. Brian Taylor said he understands and added that there was a situation with the School District once when they claimed they didn't know about a UWS grant. If they receive the emails themselves, that may not be an issue. Kelly Echeverria asked if this was recently. Brian said this was a while ago and they were able to independently apply for funding, not through LEPC.

Tracy asked if there was a way to screen the emails before sending them out. He suggested Executive Members sending the emails to their contacts if they deem them relevant. Brian said there are probably two or three of these emails daily. Francisco said the poll may be a good idea. Brian asked if it was possible to put the emails on the website where members can look at them if they wish. Kelly and Francisco agreed that that wouldn't be feasible.

Andy suggested in the next meeting to warn members that they will receive SERC emails and each member can deal with them as they wish. Tracy suggested presenting members with the means of signing up for emails themselves. Francisco said he will add that point to the next meeting.

Andy Ancho asked if they need to officially agenzized this item and take action. Wade confirmed that action was not necessary.

7. LEPC CHAIR/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 the TRIAD has updated the HAZMAT portion of their Operating Guide. He explained that he will forward the plan to the Executive Members. Andy also added that there is a CURRIE training on March 1st at the EOC.

Brian added that the website has a few things that need to be updated. He explained that he can work with Francisco directly to fix them.

8. PUBLIC COMMENT –

There was no public comment.

9. Andy Ancho adjourned meeting at 10:23am.