



Washoe County

Local Emergency Planning Committee (LEPC)

Minutes

December 14, 2023, 10:00 A.M.
Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/DETERMINATION OF QUORUM [Non-action item]

At-Large Nick Klaich called the meeting to order at 10a.m. A quorum was established.

PRESENT: Trenton Johnson – RPD; Jason Woodard – SPD; Roy Anderson – WCSD; Andy Ancho – RFD; Chris Jones - SFD; Cory Whitlock – RTAAF; Don Pelt – Pyramid Lake Paiute Tribe; Nick Klaich – TRIAD; Kelly Echeverria – WCEM; Jessica Adams – WCEM; Gary Zaepfel – WC Tech Services; Robert Wooster – WC Animal Services; Ciera Sampson – RS Indian Colony; Andrea Esp – NNPH; Stephen Shipman – NNPH; Zeb Nomura – IHCC; Jordyn Marchi – IHCC; James Riley – VA; Rob Reeder – RTC; Tracy Moore – RTAA; Jennifer Delaney - UNR; Tunj Dogan – TMCC; Sara Skroch – RPSD; Terry Donshick – CERT; Ian Dasmann – TMWA; and Aaron Reyes – TMWA;

ABSENT: Elizabeth Kunz – RPD; Daniel Bond – RPD; Clinte Bellamy - SPD; Shawn Congden – SPD; Becky Josten – SPD; Noah Boyer – WCS; Bill Harvey - WCSD; Sierra Hooft - UNRPD; John Galicia – UNRPD; Seana Baker – WCSD; Michael Perry – WCSD; Brad Jensen – RFD; Aaron Wike – RFD; Kevin Jakubos – SFD; Ryan Sommers – NLTFPD; Russell Barnum - NLTFPD; Jim Nelligan – NLTFPD; Joe Kammann – TMFPD; Ryan Rizzuto – TMFPD; Chris Ketring – TMFPD; Sean Holbrook – RTAAF; Todd Ingalsbee – RTAAF; Jonathan Prichard - Pyramid Lake Paiute Tribe; David Paulon – Pyramid Lake Paiute Tribe; Francisco Vega – NNPH Air; Craig Petersen – HD Air; Brenden Schnieder – HD Air; Michelle Bays – DA; Chris Hicks – DA; Gary Muro – DA; Sean Thaler - WC Tech Services; Shyanne Schull – WC Animal Services; Tammy Wines-Jennings – WC Animal Services; Brian Taylor – REMSA; Paul Burton – REMSA; Todd Kerfoot – REMSA; Raquel DuPuy Grafton – WCDH; Kent Choma – NNMC; Brittany Nevin – VA; James Gee – RTC; Ben Carpenter – RTAA; Ricardo Duarte – RTAA; Wade Barnett – KOLO-TV; Ed Pearce - KOLO-TV; Matt Williams – UNR; Scott Alquist – TMCC; Ben Davis – TMCC; Daniel Thayer – RS Indian Colony; Lance Chantler – RS Indian Colony; Rebecca Knapp – RPSD; Cody Shadle - RPSD; Joe Olaciregui – CERT; and Tim Hill - NV Energy;

Also present: Wade Carner – Legal; Shawn Tayler – Public; Sean Cutshaw – VA; Bear Lewis – Red Cross, Michael Cleveland – Civil Air Patrol; Joe Nishida – Civil Air Patrol; Joe Chris Smith – IEM; Brian Foote – Belfor/Prepare Washoe and Tanner Dye – NVANG

2. PUBLIC COMMENT -

There was no public comment.

3. APPROVAL OF October 19, 2023, GENERAL MEMBERSHIP MINUTES – (FOR POSSIBLE ACTION)
– Nick Klaich, At-Large

It was moved by Rob Reeder, seconded by Andy Ancho to approve the minutes as presented.

There was no public comment.

The motion passed unanimously.

4. AMERICAN RED CROSS-Northern Nevada Chapter- A presentation by Red Cross on their capabilities and resources for Washoe County – Bear Lewis, Disaster Program Manager- Red Cross Northern Nevada Chapter

Bear Lewis introduced herself. She explained that she covers almost all of the Nevada Counties when it comes to preparing Red Cross Volunteers for the Disaster Program. She is the Disaster Program Manager; her email is bear.lewis@redcross.org and her phone number is 775-444-0858. She said she is going to walk through the Disaster Cycle Services that Red Cross offers.

She added that Jim Rich is the Emergency Management Relations Coordinator. He is the primary point of contact for government relations and emergency management related topics. His email is jim.rich@redcross.org and his phone number is 775-771-3501.

She shared the mission of the Red Cross:



The American Red Cross prevents and alleviates human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.

Bear explained that she joined the Red Cross after the fire in Paradise.

Bear said preparedness activities are the first step in the disaster cycle. This is followed by response to a disaster. The Red Cross will respond right away. There is usually some financial support right away to help people get through the first 72 hours. The Recovery Team supports people with any other needs they have as a result of a disaster.

If there is a single house fire, usually the Fire Department will call the Red Cross. She encouraged members to have their number on hand to help support people who need their services.

The Red Cross also responds to larger disasters. This is for 25 people or more and is based off the cost of opening a shelter facility. When there is an escalating situation, it is important to offer equitable services to everyone. This includes helping unhoused people get the protection or services they need.

After response activities, which include meeting the basic needs of individuals after a disaster, we move into the recovery phase. This means providing people with support to move forward and into a more-permanent life situation.

In certain disaster situations, recovery services can take place for an extended amount of time. These services include health services, housing, and food support if necessary. The Red Cross often helps get people to where they can receive shelter or care.

Bear explained that she shared her full PowerPoint presentation with Francisco which includes a lot more information than she presented. This will be shared with the General Membership for closer, personal review.

She moved on to talk about reunification. These are often occurring in transportation incidents. This supports individuals contacting family who may have been affected by an incident. Family Assistance Centers are safe places for families to reconnect after a disaster, or potentially get information about loved-ones that have passed in an incident.

She explained that if there are opportunities for the Red Cross to share preparedness and information about their services, to please share those opportunities. This includes business and school disaster planning.

5. REVIEW AND APPROVAL OF ANNUAL LEPC UPDATES – (FOR POSSIBLE ACTION) – Yearly approval of the updated LEPC Plan including form NRT1A, membership list, equipment lists, letter of promulgation, training/exercise schedules, Level of Response Questionnaire, Exercise Report, and By-Laws – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria explained that for the LEPC Plan update there were minor changes made, including changing “The Health District” to “Public Health”, changing the date and updating the chairperson from Andy Ancho to Brian Taylor.

In the annexes H,I,J, and K, “Multi-Year Training and Exercise Plan” will be changed to “Integrated Preparedness Plan” (IPP).

In the Exercise Reporting Form, they used the full-scale exercise from May which met the requirements from SERC. The after-actions were included.

For by-laws, only the date was changed. The Executive Committee went over these items more closely with Wade Carner to approve them.

We posted to the RGJ in early December to meet compliance for the year, Kelly thanked Francisco for that. This post was included in the report.

Kelly then shared the roster with all the members of Washoe County LEPC. The only category that is missing representation is a state elected official. She said she has reached out to representatives throughout the region, but they are not able to join at this time. SERC has been notified of this.

It was moved by Kelly Echeverria, seconded by Roy Anderson to approve the updated LEPC Plan including form NRT1A, membership list, equipment lists, letter of promulgation, training/exercise schedules, Level of Response Questionnaire, Exercise Report, and By-Laws as presented.

There was no public comment.

The motion passed unanimously.

6. Secretary/Treasurers Report – Information on existing FY 24 Operations, Planning, Training, and Equipment (OPTE) and FY 24 United We Stand (UWS). Information and upcoming grants, member information, and trainings. – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria explained that for OPTE, every year there is \$2,000 that goes toward operations. There also was a drone approved for the Washoe County Community Services Department for damage assessment. The department is still researching for the purchase of the drone. Radios were also approved for the Reno Fire Department. We are just waiting on some final documentation of that purchase to process the reimbursement of funds. Presently, there are \$31,556.77 remaining in FY 24 OPTE funding, but we are on track to utilize all of those funds.

For FY 24 UWS, we approved rifles for Sparks Police Department and ballistic plates and carriers for TMFPD. These purchases are still in process so the balance remains the same at \$38,000.

We still report out on Homeland Security Grants, even though these are no longer technically through LEPC. Kelly explained that Jess is the Homeland Security Program Coordinator and oversees these programs. She said we were able to get two animal trailers and have been reimbursed for them. The smaller ones are shareable and do not require a special license to drive them. COOP funds at \$197,888 for Clark County Regional Flood Control District and Pershing County to update or create their COOPs. This is a Statewide project intended to bring in new members into the Nevada COOP portal.

We also have a grant for Perimeter which has been completely paid through March. There is an application into DEM to fill a gap in funds for Perimeter March to October in the agreement.

There are a number of cyber grants which have been applied for and approved and we are waiting for the those to arrive.

7. GRANT APPLICATION REVIEW AND APPROVAL – (FOR POSSIBLE ACTION) – Presentation and approval of the Hazardous Material Emergency Preparedness FY 24 (HMEP) TRIAD: Sparks FD – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria explained that Nick Klaich on behalf of the TRIAD HAZMAT Team – Reno Fire Department applied for an HMEP grant. She said the grant was already approved by the Grants and Finance Committee. She said this grant is for training for dealing with hazardous materials. The grant application is for \$8,990. She asked Nick to speak about the application.

Nick Klaich explained that this grant is to pay for a training on responding to gasoline tanker emergencies. This would be a training for anyone in the area to learn how to respond in tanker emergency situations. He said the area needs nine days of training to put all the fire first responders through the training. The program itself was able to cover four days of training and this grant would help fund the other five days. There will be a total of 720 student slots for this training and only 550 come from RFD. This means there will be a number of open spots to train other members of the first-responder community as well.

It was moved by Andrea Esp, seconded by Andy Ancho to approve the FY 24 HMEP grant application submitted by TRIAD for \$8,990.

There was no public comment.

The motion passed unanimously.

8. LEPC SCHEDULE PROPOSAL CHANGE – (FOR POSSIBLE ACTION) – Presentation and approval of changing the LEPC GM to odd months and the LEPC Executive, and the LEPC Grant and Finance Subcommittee to even months – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria explained that this proposal is a response to the fact that the state started doing their Integrated Preparedness Plan workshop in October. We wanted to do our workshop first in order to better provide comprehensive information to the state. We would like to move the LEPC IPPW annual meeting up in order to accommodate this schedule. In order to do that, Kelly suggested switching the months that GM meets with the months that GF and Executive committees meet.

It was moved by Nick Klaich, seconded by Zeb Namora to approve changing the LEPC GM to odd months and the LEPC Executive, and the LEPC Grant and Finance Subcommittee to even months.

There was no public comment.

The motion passed unanimously.

9. Update on Regional Emergency Management Events – A briefing of regional meetings, events, trainings, and exercises. – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria said December is pretty quiet. She said they went down to the State G191.

Kelly inserted that Tanner Dye and Tracy Moore entered the meeting.

G191 is EOC ICS Interface. They have been asking for this class for a few years now. There were a number of friendly faces at the training in Carson and it went well. Many of the ICS courses are for the field, however this class tied in the EOC and how we are connected. We will be working to bring that back, hopefully quarterly or monthly. She encouraged people to enroll.

She said usually Emergency Management goes through their annual review, staff duty officer procedures. She reminded members that there is a 24/7 number to call in case of a situation. She thanked Northern Nevada Public Health for using that number twice this month to keep EM updated.

She pointed out Sabrina who is now in the Mitigation Coordination Position at EM. She will be working on the actions identified in the Hazard Mitigation Plan, and support those in coming to fruition. She will also be working with partners to ensure that programs outlined in the plan are equitable and accessible.

10. Update on the Radiological Task Force – A briefing on current radiological issues within the region – Scott Alquist, Truckee Meadows Community College (TMCC)

Scott was not present. Emailed saying no updates.

11. Update of Washoe County Citizen Corps – A briefing on events and activities supported by the Washoe County Citizen Corps including, but not limited to, Community Emergency Response Teams (CERT) – Joe Oleciregui, Washoe County Sheriff's Office (WCSO) or designee

Terry Donshick said CERT just finished six events and there are 210 active volunteers.

12. Update on State Emergency Response Commission – A briefing on grants status and State Emergency Response Commission (SERC) happenings – Brandilyn Baxter or designee

Brandilyn was not present.

13. Training Review – Briefing on trainings that have occurred in the past 2 months and requests for future trainings. Upcoming Trainings. – Nick Klaich, At-Large

Tracy Moore said there were a few training exercises at the airport.

He said there was an old building at the airport that didn't pass inspection. He offered it to TRIAD to do HAZMAT trainings.

There was a regional HAZMAT training at the airport and he thanked TRIAD for their involvement. There was also an EOC Activation at the Airport.

He said they are still updating the after-action report and improvement plan from the full-scale exercise.

14. LEPC Chairperson/ Board member announcements/items and selection of topics for future meetings – No discussion among committee members will take place on this item. The next

regular meeting is scheduled on January 18, 2024, or February 15, 2024, at 10:00 a.m. depending on outcome of item 8.

Next General Membership meeting will be January 18, 2024 based on approval of item 8.

15. Public Comment –

There was no public comment.

16. Nick Klaich adjourned meeting at 10:48am.