



Washoe County Local Emergency Planning Committee (LEPC)

Executive Committee Meeting Agenda

November 16, 2023, 10:00 A.M.

Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

TEAMS

1-775-325-0620

Phone Conference ID: 136 962 129#

Chairperson: Brian Taylor

Vice Chairperson: Tracy Moore

At Large: Nick Klaich

Accessibility. The meeting location is accessible to the disabled. If you require special arrangements for the meeting, call the Office of Emergency Management, (775) 224-4109, two working days prior to the meeting.

Following the agenda. Items on this agenda may be taken out of order, combined with other items, discussed or voted on as a block, removed from the agenda, moved to another agenda of another later meeting at discretion by the Chairman.

Public comment and time limits. Public comments are welcomed during the Public Comment period for all matters, whether listed on the agenda or not, and are limited to three minutes per person or as designated by the Washoe County LEPC Chair at the beginning of the meeting. Additionally, public comment of three minutes per person will be heard during individually numbered items designated as "for possible action" on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the meeting. Persons may not allocate unused time to other speakers.

Forum restrictions and orderly conduct of business. The Washoe County LEPC is a community-based organization that assists in preparing for emergencies related to hazardous and which conducts the business of Washoe County and its citizens during its meetings. The Presiding officer may order the removal of any person whose statements or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warning against disruptive conduct may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Responses to public comments. The Washoe County LEPC can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Committee. However, responses from Washoe County LEPC members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Washoe County LEPC will consider, Washoe County LEPC members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff clarification, or ask that a matter be addressed on a future meeting or district forum. Washoe County LEPC members may do this either during the public comment item or during the following item: "LEPC CHAIRMAN/BOARD MEMBER ANNOUNCEMENTS/ITEMS AND SELECTION OF TOPICS FOR FUTURE MEETINGS"

Posting locations. Pursuant to NRS 241.020, this notice has been posted at the Washoe County Administration Building (1001 E. Ninth Street, Bldg. A); Washoe County Emergency Management (5195 Spectrum Boulevard), Reno City Hall (One East First St.), Sparks City Hall (431 Prater Way), and online at notice.nv.gov and <https://www.washoecounty.gov/lepc/>.

Support documentation. Support documentation for the items on the agenda is available to members of the public at the Washoe County Emergency Management Office (5195 Spectrum Boulevard, Reno, Nevada), Francisco Ceballos, LEPC Secretary/Treasurer (775) 224-4109.

AGENDA

- 1. CALL TO ORDER/ DETERMINATION OF QUORUM**
- 2. PUBLIC COMMENT** – Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. The Committee will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be addressed to the Committee as a whole.
- 3. APPROVAL OF May 18, 2023, EXECUTIVE COMMITTEE MEETING MINUTES** – (FOR POSSIBLE ACTION) – Brian Taylor, Chair
- 4. APPROVAL OF September 21, 2023, EXECUTIVE COMMITTEE MEETING MINUTES** – (FOR POSSIBLE ACTION) – Brian Taylor, Chair
- 5. REVIEW AND POSSIBLE APPROVAL OF ANNUAL LEPC PLAN UPDATE** – (FOR POSSIBLE ACTION) – Yearly review, update, and possible approval of the updated LEPC Plan with form NRT1A, contact information, equipment lists, letter of promulgation, and training/exercise schedules – Kelly Echeverria, Emergency Manager, Washoe County Emergency Management
- 6. REVIEW OF THE ANNUAL LEPC LEVEL OF RESPONSE QUESTIONNAIRE** – (FOR POSSIBLE ACTION) – Yearly review, update, and possible approval of the Washoe County Level of Response – Kelly Echeverria, Emergency Manager, Washoe County Emergency Management
- 7. REVIEW OF THE ANNUAL LEPC EXERCISE REPORT** – (FOR POSSIBLE ACTION) – Yearly review, update, and approval of the Washoe County LEPC Exercise Report – Kelly Echeverria, Emergency Manager, Washoe County Emergency Management
- 8. REVIEW AND POSSIBLE APPROVAL OF THE ANNUAL LEPC BY-LAWS UPDATE** – (FOR POSSIBLE ACTION) – Yearly review, update, and approval of the Washoe County Updated By-Laws – Wade Carner, Assistant District Attorney, Washoe County
- 9. REVIEW AND POSSIBLE APPROVAL OF THE LEPC MEMBERSHIP LIST** – (FOR POSSIBLE ACTION) – Yearly approval of the Washoe County LEPC Membership List – Francisco Ceballos, Secretary/Treasurer
- 10. REVIEW OF THE LEPC 2023 MEETING DATES and 2024 MEETING DATES** – Presentation of the 2023 LEPC Meeting Dates and proposed 2024 LEPC Meeting Dates – Francisco Ceballos, Secretary/Treasurer
- 11. LEPC GENERAL MEMBERSHIP AGENDA REVIEW** – (FOR POSSIBLE ACTION) – A review and approval of the agenda for the next General Membership Meeting. – Francisco Ceballos, LEPC Secretary/Treasurer
- 12. LEPC MEMBERSHIP REVIEW** – (FOR POSSIBLE ACTION) – A review of new members, members unable to attend and possible actions regarding absences. – Francisco Ceballos, LEPC Secretary/Treasurer
- 13. LEPC CHAIR/BOARD MEMBER ANNOUNCEMENTS/ITEMS AND SELECTION OF TOPICS FOR FUTURE MEETINGS** - No discussion among committee members will take place on this item.
- 14. PUBLIC COMMENT** – Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. Comments are to be addressed to the Committee as a whole.
- 15. ADJOURNMENT.**