



Local Emergency Planning Committee (LEPC)

Executive Committee Meeting

Minutes

September 21, 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: Wade Carner - Legal; and Francisco Ceballos - Secretary/Treasurer.

Andy Ancho explained that moving forward, public comment can be called in using the TEAMS number, 775-325-0620. The phone conference ID is 136 962 129#.

2. PUBLIC COMMENT –

There was no public comment.

3. APPROVAL OF March 16, 2023, EXECUTIVE COMMITTEE MEETING MINUTES – (FOR POSSIBLE ACTION) – Andy Ancho, Chair

It was moved by Tracy Moore, seconded by Brian Taylor to approve the minutes as written.

Francisco Ceballos clarified that the minutes were actually for the March 16th meeting. The agenda listed the date incorrectly.

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, LEPC Secretary\Treasurer

Francisco Ceballos read through the agenda items for the next meeting. He listed Call to Order, Public Comment, Approval of August 17th Minutes, and Winter Weather Forecast from Dawn Johnson. This would be followed by SERC Grant Equipment and Utilization Review from the Washoe County Sheriff's Office. Francisco would then do the Secretary/Treasurers Report; Kelly Echeverria would give updates from the Regional Emergency Management Events; and Scott Alquist would give a Radiological Taskforce Update. There would then be an update from CERT, an update from SERC, a Training Review, and the Election for the Vice-Chair and At-Large Positions. The meeting would end with Board Announcements, Public Comment, and Adjournment.

Brian Taylor asked for clarification on the elections process. He asked if we will be taking nominations and voting in the same meeting.

Francisco explained that he called for nominations at the last meeting to be sent to him. He has two people for each position already. These people will be notified before the meeting. In the meeting, they will hold the election.

Brian asked if someone came in on the day of the election to suggest another candidate, can they do that in the meeting.

Francisco said yes. He will need to figure out how to have only voting members voting on the day.

Brian thanked Francisco and said he just wanted to make sure that everyone has the opportunity to run.

Francisco added that he will be sending out another email to remind people about the election.

It was moved by Brian Taylor, seconded by Tracy Moore to approve the agenda as presented.

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, LEPC Secretary\Treasurer

Francisco presented the membership list to the meeting members. He said he wants to come back to the RTAA.

He explained that Health District – Air Quality hasn't made the last two meetings. CERT has also not attended the two most recent meetings. Francisco said he spoke with Joe from CERT already and he explained that this was due to all the events going on.

Andy Ancho asked if CERT is reaching out to let LEPC know that they will not be present. He said he sees that as being important to the process.

Francisco said they were no call no show for these meetings. The same is true for Health District – Air Quality.

Francisco said he can reach out to both of these entities to ensure that they will be at the next meeting and see if different members need to be added as alternatives to ensure attendance.

Francisco then moved on to RTAA. He explained that since they have been added to LEPC, they have not attended a single meeting. Francisco said he has been in contact with them and it was explained that there have been conflicting meetings. He spoke with Cory Woodlock and it was determined that there has been difficulty because of a lack of a Fire Chief. There are two alternatives for the next meeting. This will hopefully help.

Francisco asked how to move forward.

Andy Ancho said he sees them as a valuable entity to have involved. He suggested a letter that explained they are out if they don't show up.

Brian Taylor added that in the past, LEPC has given them warnings about their attendance. He suggested giving them a final chance because they are a valuable member and they have received funds from LEPC.

Andy said he does not like people claiming they are too busy to attend.

Tracy Moore added that there is a paper trail of communication with RTAA between Francisco, himself and the battalion chiefs.

Francisco said he can send them a letter saying if they cannot attend the October meeting, their voting membership will be revoked.

Andy Ancho added that they should lose their membership if they don't attend another meeting in general.

Francisco clarified that a letter will be sent to explain that if they do not attend the next meeting, their membership will be discussed at the next Executive meeting. He said for Health District – Air Quality and CERT, he will send an email and call to ensure their attendance at the next meeting.

Tracy Moore asked who the contact is for Air Quality. Francisco said it is Francisco Vega. He explained that he has always been good at attending in general.

Brian Taylor asked if all the alternates are listed and if there is any clean up that needs to occur for people who have left positions etc.

Francisco said he did this after the March meeting and got alternates from anyone that was needed. He said he can look again for any shifts in positions.

Andy Ancho clarified that this is for possible action. The board agreed that action was not necessary at this time. He said a letter will be sent to RTAA as discussed and Francisco will contact CERT and Health District – Air Quality.

6. 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 he does not have anything to share at this time.

Tracy Moore said that Dave Fogerson emailed something about grant funds for EMBG. He said this should be added to the agenda. He also said we should clarify to members that if you are going to receive grant funds, you have to attend meetings.

Brian clarified that anyone who wants to receive funds from LEPC needs to be active in its meetings.

7. PUBLIC COMMENT –

There was no public comment.

8. Andy Ancho adjourned meeting at 10:21am.