



Washoe County Local Emergency Planning Committee (LEPC)

General Membership
Minutes

February 18, 2016, 9:00 A.M.
Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. *CALL TO ORDER/ DETERMINATION OF QUORUM

Chair Cleveland called the meeting to order at 9:09 a.m. A quorum was established.

PRESENT: Scott Alquist – Truckee Meadows Community College; Jack Byrom – TMWA; Kent Choma – Inter-Hospital Coordinating Council; Darryl Cleveland – Truckee Meadows Community College; Diane Drinkwater – Washoe County District Attorney’s Office; Michelle Gitmed – Reno Police Department; Jim Hendrickson – Washoe County School District; Elaina Hooper – Reno E-COMM; David Hunkup – Reno Sparks Indian Colony; Eric James – University of Nevada, Reno; Aaron Kenneston – Washoe County Emergency Management; Tim Leighton – Truckee Meadows Fire Protection District; Spencer Lewis – University of Nevada, Reno; Casey Micone – Reno Tahoe Airport Authority; Eric Millette – Sparks Fire Department; Tracy Moore – Washoe County School District; Don Pelt – Pyramid Lake Paiute Tribe; Jim Reagan – NV Energy; Rob Reeder – Regional Transportation Commission; Bob Sack – Washoe County Health District; Robert A. Smith – Washoe County Animal Services; Tim Spencer – Reno Fire Department; Stanton Tang – KOLO-TV; Brian Taylor – REMSA; Jeff Whitesides – Washoe County Health District; and Dominica Yturbide – Reno E-COMM.

ABSENT: Jerry Baldrige – Washoe County Sheriff’s Office; Wade Barnett – KOLO-TV; Julie Bender – Safety Training Center; Jim Bolton – City of Reno; Lance Boekenoogen– NV CERFP/NV Air National Guard; Steve Burlie – Regional Transportation Commission; Paul Burton – REMSA; Kevin Comphel – TMWA; Christina Conti – Washoe County Health District; Cassie Darrough – Pyramid Lake Paiute Tribe; Pat Dyer – Sparks Police Department; Jason Elorza – Sparks Fire Department; James English – Washoe County Health District; Tom Green – Washoe County Sheriff’s Office; Nida Harjo – Reno Sparks Indian Colony; Greg Herrera – Washoe County Sheriff’s Office; Bruce Hicks – North Lake Tahoe Fire Protection District; Chris Hicks – Washoe County District Attorney’s Office; Sam Hicks – Truckee Meadows Fire Protection District; Timothy Hill – Nevada Air National Guard; Erin Holland – Truckee Meadows Fire Protection District; Logan Ingersoll – Nevada Air National Guard; Todd Kerfoot – REMSA; Jace LaFever – Inter-Hospital Coordinating Council; Beth Langan – Safety Training Center; Matt Lawton – Washoe County Technology Services; Steve Leighton – Reno Fire Department; Chad Leonard – University of Nevada, Reno; Chris Long – Washoe County Technology Services; Teresa Long – Washoe County Health District; Ian McEwen – NV CERFP/NV Air National Guard; Landon Miller – KTVN-TV; Oliver Miller – Reno Police Department; Chris Maple – Sparks Fire Department; Tom Miller – Sparks Police Department; William Miller – Pyramid Lake Paiute Tribe; Tom Nelson – Reno Tahoe Airport Authority; Jason Pasco – KTVN-TV; Ed Pearce – KOLO-TV; Debbie Penrod – University of Nevada, Reno; John Puccioni Brian Reeder – AGC; Mark Regan – North Lake Tahoe Fire Protection District; Jim Reid – Sparks Fire Department; Al Rogers Washoe County Management Services; Mike Rogers – KTVN-TV; Suzy Rogers – Reno E-COMM; Shyanne Schull – Washoe County Animal Services; Ryan Sommers – North lake Tahoe Fire Protection District; Eric Stringer – NV CERFP/NV Air National Guard; Jason Trevino – Washoe County School District;

David Watts-Vial – Deputy District Attorney, was also present.

2. *PUBLIC COMMENT

There were no public comments.

3. APPROVAL OF DECEMBER 17, 2015 GENERAL MEMBERSHIP AND JANUARY 14, 2016, FEBRUARY 11, 2016 GRANTS & FINANCE SUBCOMMITTEE MEETING MINUTES

Hearing no public comments Chair Cleveland asked for Board discussion or a motion.

It was moved by Jeff Whitesides, seconded by Scott Alquist, to approve the December 17, 2015, and the January 14, 2016, General Membership minutes and the February 11, 2016, Grants and Finance Subcommittee minutes, as submitted. MOTION CARRIED.

4. TREASURER’S REPORT – *A review, discussion and possible action to accept Revenue and Payables reports.*

Cathy Ludwig – Grants Administrator, outlined the 2016 SERC grant which started July 1, 2015. A total of \$23,373.83 has been expended of the \$28,977.00 award. The 2016 SERC HMEP is on the agenda for approval today. Drawing attention to the 2014 Homeland Security Citizen Information and Warning grant, Ms. Ludwig noted that \$126,378.81 has been expended, with \$25,909.45, encumbered. It is expected that the remaining \$2,711.74 will be spent before the end of the grant cycle, March 31, 2016. The 2014 Homeland Security Continuity of Operations/Government (COOP/COG) grant has expended all of the \$75,000.00 allocation and will be closed out by March 31, 2016. The 2014 Homeland Security Statewide SPARTAN (School Safety) grant has expended \$112,373.38 of the \$112,500.00, the remaining balance of \$126.62 will be spent by March 31, 2016. The 2015 Homeland Security Continuity of Operations/Government (COOP/COG) grant has spent \$32,400.00 of the \$70,000.00 allocation, with another \$11,400.00 encumbered. The 2015 Homeland Security Statewide Recovery Initiative of \$175,000.00 has expended \$20,443.23 to date with an additional \$123,500.77 encumbered. The 2015 Homeland Security Continuity of Operations/Government (COOP/COG) grant has encumbered \$25,000.00 of the \$100,000.00 allocation; and the 2015 Homeland Security Radio Cache grant has expended \$99,231.45 of the \$99,979.45 with the remaining balance being spent as soon as the back ordered items are received. All the 2015 Homeland Security grants end on August 31, 2017.

There were no public comments.

It was moved by Brian Taylor, seconded by Eric Millette, to accept the Treasurer’s report as presented. MOTION CARRIED.

5. GRANT OPPORTUNITIES – *Information and discussion of upcoming and /or existing LEPC grants.*

Cathy Ludwig – Grant Coordinator, noted that the SERC UWS (United We Stand) grant, that is related to terrorism will be coming out soon. The grant award will be \$25,000.00 rather than \$30,000.00 as it has in the past, Ms. Ludwig emphasized that it will be a short turn-around time and that applications must be returned as soon as possible after the grant become available.

6. GRANT APPLICATION APPROVAL - Approval to submit a 2016 State Emergency Response Commission (SERC), Hazardous Materials Emergency Planning (HMEP) Mid-Cycle grant application to the SERC, not to exceed \$30,000.00.

Chair Cleveland explained that while the two City of Sparks representatives had asked that Sparks Fire Chief Tom Garrison be allowed to vote by proxy, legal counsel has indicated that proxy voting is not allowed.

Michelle Gitmed – LEPC Grants and Finance Subcommittee Chair, outlined the recommendation to the LEPC General Membership to approve the 2016 SERC Hazardous Materials Emergency Preparedness Mid-Cycle Planning and Training application in the following prioritized order: 1) Continuing Challenge: North Lake Tahoe Fire Protection District \$1,623.50; Reno Tahoe Airport Authority \$3,247.00; Sparks Fire Department/TRIAD \$15,884.82; and Washoe County Animal Services \$3,247.00 - 2) Hazmat IQ Training \$5,950.00 for a total grant of \$29,952.32.

Hearing no public comments chair asked for board discussion or a motion

It was moved by Brian Taylor, seconded by Eric Millette, to approve the 2016 SERC Hazardous Materials Emergency Preparedness Mid-Cycle Planning and Training Application in the following prioritized order: 1) Continuing Challenge: North Lake Tahoe Fire Protection District \$1,623.50; Reno Tahoe Airport Authority \$3,247.00; Sparks Fire Department/TRIAD \$15,884.82; and Washoe County Animal Services \$3,247.00 - 2) Hazmat IQ Training \$5,950.00 for a total grant of \$29,952.32.

Chair Cleveland emphasized that failure to attend the Continuing Challenge training resulted in a loss of grant funds that could be used by other LEPC's in the state. Chair Cleveland encouraged those requesting grant funds to assure that all positions are filled.

MOTION CARRIED.

7. GRANT APPLICATION APPROVAL – Approval to submit a 2017 State Emergency Response Commission (SERC), Planning, Training, Equipment and Operations grant application to the SERC, not to exceed \$29,000.00.

Michelle Gitmed – LEPC Grants and Finance Subcommittee Chair, outlined the recommendation to the LEPC General Membership to approve the 2017 SERC grant Planning, Training Equipment and Operations in the following priority: 1) TRIAD - Kappler Fully Encapsulating Suits: Qty. 8 Size XL, Qty. 4 XXL - Total \$19,900.00; Reno Police Department: Tychem F Coveralls Qty. 21 and CBRN Canisters Qty. 2 - Total \$5,060.56. Within the Operations category, requesting \$2,000.00 for operations and \$2,000.00 for recording services - Total \$4,000.00. Total Grant Request - \$24,960.56.

It was moved by Bob Sack, seconded by Spencer Lewis, to approve the 2017 SERC grant Planning, Training and Operations in the following priority: 1) TRIAD - Kappler Fully Encapsulating Suits: Qty. 8 Size XL, Qty. 4 XXL - Total \$19,900.00; Reno Police Department: Tychem F Coveralls Qty. 21 and CBRN Canisters Qty. 2 - Total \$5,060.56. Within the Operations category, requesting \$2,000.00 for operations and \$2,000.00 for recording services - Total \$4,000.00. Total Grant Request - \$24,960.56.

Cathy Ludwig – Grants Coordinator, commented that while the intent is to always come as close to the total grant allocation as possible, in this instance the \$38.46 for Washoe County Animal Services is being disallowed due to the amount being too small and cost prohibitive to the County to administer.

Robert A. Smith – Manager Washoe County Animal Services concurred with Ms. Ludwig's assessment.

MOTION CARRIED.

8. *DISCUSSION REGARDING LEPC COMMITTEES – Discussion on memberships for the LEPC General Membership and the LEPC Grants & Finance Subcommittee

Chair Cleveland opened the agenda item and outlined previous discussions with Cathy Ludwig on the Grants and Finance Committee membership roster. Chair Cleveland noted that the Owner/Operator category has representatives from Truckee Meadows Water Authority and NV Energy that typically do not seek grant funding. Another concern is whether or not it is necessary to have representatives from each of the region's fire agencies. A meeting of the Executive Committee will be scheduled to further discuss and make recommendations to the General Membership.

There were no comments.

9. *UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS – A briefing of regional meetings, events, trainings and exercises.

Aaron Kenneston, Emergency Manager – Washoe County Emergency Management, drew attention to the Friday, February 19, 2016, exercise to practice damage assessment. Mr. Kenneston recalled a recent Animal Services horse rescue and noted the March 15, 2016, animals and disaster class. Mr. Kenneston expressed his appreciation to the Washoe County Health District for sponsoring ICS training in the coming months and encouraged LEPC Members to complete this important training so that the region can be prepared for Hazardous Material response.



Yearly Training and Exercise Calendar 2016

February 2016

2-3 HSEEP (Homeland Security Exercise and Evaluation Program)

4 – COOP Workshop in Southern Nevada

10 – Statewide Recovery Workshop

16 – REOP Planning Meeting

TBD – FEMA EQ classes (ATC – 20/ 154) Hospital/ School Mitigation

March 2016

1 - AWR 213 - Critical Infrastructure Key Resource Awareness 8 hours.

3-4 - MGT 315 - Enhanced Threat and Risk Assessment 16 hours.

8-10 – ICS 300 for Public Health

11 – EOC and Hospital Liaison Interface

15 – REOP Planning Meeting

TBD – School Active Assailant Full Scale Exercise

April 2016

7 – COOP Workshop for Northern Nevada

12-13 – ICS 400 Public Health

13 – Statewide Recovery Workshop

TBD – Isolation and Quarantine

May 2016

11 – Statewide Recovery Planning Meeting

TBD – RTC Access COOP Ex. TTX/ Functional COOP FXN's for a full OP period

TBD – Airport TTX – Aircraft Incident (Part 139)

TBD – Mass Fatality Transportation and Storage

June 2016

1 – Statewide Recovery Planning Workshop

9 – COOP Workshop [Southern Nevada]

23 – Regional Safety and Emergency Preparedness Expo

TBD – Statewide Medical Surge Plan TTX

July 2016

13 – Statewide Recovery Planning Meeting

August 2016

TBD – RTC Ride COOP Exercise TTX/

Functional Ex. COOP FXN's for an OP period

September 21, 2016

Statewide Recovery Workshop [Atlantis Hotel]

October 12, 2016

12 - Public Works/ Debris Management Planning lick-off

20 - Reno E-COMM Evac. Ex. concurrent with Great Nevada Shake Out

November 2016

Vigilant Guard Exercise

November 16, 2016 – Statewide Recovery Planning Meeting

2017 – Broken Wing Exercise

2018 – Bureau of Reclamation Exercise

10. * UPDATE FROM THE RADIOLOGICAL TASK FORCE - *A briefing on current radiological issues within the region.*

Scott Alquist, TMCC, to date we have assigned 155 RadWatches and will be assigning 7 to Sparks Police Department. Thus far the following have been distributed: 35 – Reno Fire Department; 22 - Sparks Fire Department; 21 – Airport Authority Fire Department; 17 – TMFPD; 11 – REMSA; 11 – EOC – to include EOC, Washoe County Health, FUSION Center and NLTFPD; with the additional 7 – the total will be 162. Received grant approval for Haz-Mat IQ training in the amount of \$5950.00. Haz-Mat IQ is a scenario based training provided free of charge, all we will pay is travel and per diem. This ties in with the creation of Policies and Procedures that he and Jon Bakkedahl are drafting – once the draft is complete the document will be provided to all participating agencies for their input/edits. This document is necessary for a couple of reasons – first to set up our P&P's for the region but will also be used for the table top training Haz-IQ. The LEPC must conduct an exercise and this will satisfy that requirement.

On the WIPP front: you may remember that in February 2014 there were 2 separate events that lead to the temporary closure of that facility outside Carlsbad, NM – a salt truck fire and then a radiological release due to the use of incompatible sorbents on an inbound shipment.

For those that are not familiar with WIPP, it is the Waste Isolation Pilot Plant situated outside Carlsbad, NM. They are the only licensed underground transuranic waste repository. TRU waste, is waste generated during the cold war and the Manhattan Project. This waste is made up primarily of demolition, gowns, gloves, PPE that was contaminated with low levels of radiation. They have 2 ways of handling this waste – contact handling where workers move the casks to their final location and what they refer to as remote handled waste – this is the nastier of the waste that comes in and, by its' designation, it is handled remotely and paced into storage. The storage is located 2150 feet underground in a layer of Permian Age salt which absorbs energy and grows the where it finally encases the storage casks for permanent storage. Since the events of February 2014, the facility has been under review and addressed nearly all 75 of the corrective actions identified by the accident investigation board. Currently, what TRU waste that is being shipped is being stored on a temporary basis at a facility on the Texas/NM border. WIPP anticipates reopening for business by December 2016. It is as yet unclear how this will impact Washoe County. The WIPP transportation route through Washoe County and Nevada is still approved and once back in full operation, we “may” see an uptick in shipments. However, there is no way to accurately estimate how many, if any shipments will pass through our area.

11. * UPDATE OF 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).*

Shirlee Rhodes - WCSO or Designee, noted that volunteers had assisted with several projects during December including Christmas on the Corridor, and the Christmas Day buffet at the Washoe County Jail. Ms. Rhodes noted that the recent academy had 30 graduates who will continue training for certification in critical and threat assessment as well as earthquake damage assessment.

- 12. *LEPC CHAIRMAN/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 at 9:00 a.m. April 21, 2016.*

No new items were identified for the April 21, 2016, meeting agenda.

Tim Spencer commented that he might not be able to attend due to his possible retirement on April 15, 2016.

- 13. *PUBLIC COMMENT**

There were no public comments.

- 14. *ADJOURNMENT**

Chair Cleveland adjourned the meeting at 9:39 a.m.