

WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
GENERAL MEMBERSHIP COMMITTEE
MINUTES

April 17, 2008 ~ 9:00 A.M.

**Washoe County Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada**

1. CALL TO ORDER/ROLL CALL *

Chair Vandenberg called the meeting to order at 9:05 a.m. A quorum was established.

MEMBERS PRESENT: Scott Alquist – Truckee Meadows Community College; Gregory Befort – Regional Public Safety Training Center; Matt Bennett – Charter Communications; Terry Bohl – Pyramid Lake Paiute Tribe; Tim Busch – Sparks HazMat; Jim Caughron – Washoe County Risk Management; Gary Cummings – Sierra Chemical; Paul Donald – Washoe County District Health Department; Gary Dunn – Sparks Emergency Management; Marshall Emerson – Washoe County Sheriff's Office; Karen Fraley – Reno City Attorneys Office; Craig Harrison – Washoe County Telecommunications; David Hunkup – Reno Sparks Indian Colony; Michael Hurick – American Red Cross; Jim Johns – Reno Police Department; Aaron Kenneston – Washoe County Emergency Management; Jeff Kinder – Nevada Division of Environmental Protection; Chet Malewski – Truckee Meadows Water Authority; Stephanie McCarty – Washoe County District Health Department; Rob Reeder – Regional Transportation Commission; Roger Van Alyne – Washoe County Public Works; Rick Vandenberg – City of Reno; and Woody Wright – University of Nevada, Reno.

MEMBERS ABSENT: Jason Benson – Sierra Pacific Power Company; John Bradley – H2O; Chris Brockway – Reno Sparks Convention and Visitors Authority; Jeri Eby – John Ascuagua's Nugget; Frank Frievall – Sparks Fire Department; Mike Greene – Sierra Fire Protection District; Jim Gubbels – Regional Emergency Medical Services Authority; Bruce Hicks – North Lake Tahoe Fire Protection District; Jen Jackson – KTVN Channel 2; Steve Keefer – Sparks Police Department; Bob Knoll – Reno Fire Department; Steve Matles – Renown; Alan Minor – Truckee Meadows Water Reclamation Facility; Ron Schmidt – Sparks City Council; Chris Smith – Washoe County School District; Gary Smith – Reno Tahoe Airport Authority; and Patricia Williams – Reno Emergency Communications Center.

ALTERNATES PRESENT: Beverly Buchanan – Reno Emergency Communications Center; Charlie Dimino – Reno Police Department; Dave Evans – Nevada Division of Environmental Protection; Chris Magenheimer – North Lake Tahoe Fire Protection District; Matt Marquez – Sparks Police Department; Darrin Rice – Washoe County Sheriff's Office; Klark Staffan – Regional Emergency Medical Services Authority;

ALTERNATES ABSENT: Michael Alaux – American Red Cross; Steve Asher – Sparks Police Department; Greg Belancio – Washoe County Public Works; Julie Bender – Regional Public Safety Training Center; Russell Bingham – Reno Sparks Indian Colony; Janice Blue – Washoe County Sheriff's Office; Kevin Brun – Veterans Administration Hospital; Gabrielle Carr – Reno City Attorneys Office; Ella Carthen – Reno Emergency Communications Center; Tracy Chase – Reno City Attorneys Office; Liz Clark – Reno Sparks Convention and Visitors Authority; Eileen Coulombe – Washoe County District Health Department; Fred Davis – Pyramid Lake Paiute Tribe; Steve Driscoll – Sparks Emergency Management; Ron Espalin – Sierra Chemical; James Flenner – Reno HazMat; Tad Fletcher – Reno Tahoe Airport Authority; Dan Gabica – Charter Communications; Randall Gray – Truckee Meadows Water Reclamation Facility; Ken Grein – Washoe County School District; Mike

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Heikka – Sierra Fire Protection District; Beverly Howe – American Red Cross; Tom Lo – Washoe County Telecommunications; Mike Mieras – Washoe County School District; Jim Miller – Washoe County District Health Department; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Deb O’Gorman – Truckee Meadows Community College; Cecile Paulson – Truckee Meadows Community College; Jim Reagan – Sierra Pacific Power Company; Kristin Remington – KTVN Channel 2; Jeanne Ruefer – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Marty Scheuerman – Reno Fire Department; John Slaughter – Washoe County Management Services; John Tarter – Reno Police Department; Doreen Teasley – Washoe County Risk Management; Vince Thomas – Sierra Fire Protection District; Dan Watkins – KOLO Channel 8; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

Nathan Edwards – Deputy District Attorney, was also present.

2. APPROVAL OF FEBRUARY 19, 2008 GRANTS AND FINANCE SUBCOMMITTEE MINUTES

It was moved by Jim Caughron, seconded by Rob Reeder, to approve the February 19, 2008, Grants and Finance Subcommittee minutes, as submitted. MOTION CARRIED.

3. APPROVAL OF FEBRUARY 21, 2008 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Jim Caughron, seconded by Rob Reeder, to approve the February 21, 2008, General Membership minutes, as submitted. MOTION CARRIED.

4. TREASURER’S REPORT – *Review and acceptance of ODP (Office of Domestic Preparedness)/Homeland Security and SERC (State Emergency Response Commission) Grants – FFY (Federal Fiscal Year) 2006, 2007 and 2008*

Cathy Ludwig – Grants Administrator, outlined the 2008 SERC (State Emergency Response Commission) grants and expressed her appreciation to member agencies noting that most agencies have fully expended their funds. Currently hospitals need to provide their report. The second grants 2006 Homeland Security for Evacuation Mass Care and Shelter and all funds have been expended and grant closed. The 2007 Homeland Security grant for Evacuation Mass Care and Shelter is in the second quarter and funding should be fully expended before the end of the cycle.

It was moved by Jim Caughron, seconded by Michael Hurick, to accept the Treasurer’s Report, as presented. MOTION CARRIED.

5. GRANT OPPORTUNITIES – *Information and discussion of upcoming and/or existing LEPC (Local Emergency Planning Committee) grants*

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Cathy Ludwig – Grants Administrator, noted that the 2009 SERC (State Emergency Response Commission) UWS (United We Stand) grant is due out shortly. Ms. Ludwig noted that while she could accept some forms for the upcoming grant, those forms must include a vendor quote.

6. **ACTION ON THE RECOMMENDATION FROM THE LEPC (Local Emergency Planning Committee) GRANTS AND FINANCE SUBCOMMITTEE MEETING FOR THE 2009 STATE EMERGENCY RESPONSE COMMISSION (SERC) OPERATIONS, PLANNING, TRAINING AND EQUIPMENT GRANT REQUESTS NOT TO EXCEED \$34,000.00, INCLUDING PRIORITIZATION OF REQUESTS FOR FUNDING IN THE AMOUNTS OF \$29,998.00 FOR EQUIPMENT AND \$4,000.00 FOR OPERATING TO INCLUDE \$1,250.00 FOR LEPC CLERICAL ASSISTANCE.**

Tim Alameda outlined the Grants and Finance Subcommittee recommendations.

It was moved by Stephanie McCarty, seconded by Jim Caughron, to approve the 2009 State Emergency Response Commission (SERC), Planning, Training, Equipment and Operations Grant in the amount of \$9,974.77 as follows: 1) four (4) Kenwood hand-held radios; including chargers, belt clips, VHF antenna, 2500 MAH NIMH batteries, rapid rate charger, programming software, PC programming cable - serial connection, serial to USB adapter and freight totaling \$5,093.00 – Washoe County Sheriff's Office Search and Rescue; 2) four (4) Chem Tape \$1,905.40, two (2) Tychem coverall small - \$436.90, eight (8) Tychem coverall medium \$1,747.60, eight (8) Tychem coverall large - \$1,747.60, sixteen (16) Tychem coverall extra large - \$3,495.20, and six (6) Tychem coverall extra extra large - \$1,376.10 total \$10,708.80 – Washoe County Sheriff's Office Detention; 3) ten (10) Urban Search and Rescue PPE (Personal Protection Equipment) Load Bearing Gear Hydration System - \$2,057.50, ten (10) belt for load bearing harness \$419.50, thirty-eight (38) low profile hydration pack - \$4,786.10; thirty-eight (38) web belt - \$1,513.92, thirty-eight (38) fanny pack - \$2,192.60, ten (10) shoring kit \$503.50, six (6) search marking kit - \$289.50, and shipping \$231.75 total \$11,994.37 Reno Fire Department Urban Search and Rescue Team; 4) ten (10) SMART Tags \$525.00 – REMSA (Regional Emergency Medical Services Authority); 5) one-hundred-ninety-eight (198) monacle for FM12 Masks – right/left \$1,623.60 and shipping \$30.00 total \$1,653.60; and 6) SERC (State Emergency Response Commission) operations \$2,750.00 and LEPC (Local Emergency Planning Committee) Recording Services (R. Cox) \$1,250.00 total \$4,000.00). Total request \$33,974.77. MOTION CARRIED.

7. **APPROVAL ON THE UPDATE OF THE LEPC HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN**

Aaron Kenneston recalled the previous update to the LEPC (Local Emergency Response Committee) Hazardous Materials Emergency Response Plan and the subsequent approvals. However, SERC (State Emergency Response Commission) returned the plan seeking additional information on the regional evacuation plan, training specifics as well as more detail in the resources

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section of the plan requiring additional information on the resources available in the area. Updated copies will be provided to the member agencies.

It was moved by Jim Caughron, seconded by Michael Hurick, to approve the update to the LEPC (Local Emergency Planning Committee) Hazardous Materials Emergency Response Plan, as submitted. MOTION CARRIED.

8. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

Aaron Kenneston drew attention to the calendar of upcoming events (copy on file) and reminded the member agencies of the upcoming Washoe Valley evacuation and safety fair. It is hoped that evacuation exercises will be conducted for other areas. Mr. Kenneston drew attention to upcoming the airport disaster exercises including the Broken Wing table top exercise.

Stephanie McCarty outlined the upcoming hospital evacuation exercise and invited member agencies to participate.

Mr. Kenneston outlined other upcoming training exercises including a dam break scenario and the Golden Guardian in November 2008 and interim tabletop.

9. UPDATE FROM THE YUCCA MOUNTAIN RAIL SHIPMENTS WORKING GROUP *

Scott Alquist commented that there was no new information at this time. However, the situation continues to be monitored and as information becomes available it will be brought forward. Mr. Alquist noted that Washoe County is seeking some additional training in response to Yucca Mountain rail shipments of nuclear waste as well as equipment needs and what equipment is available to respond to nuclear waste incident.

10. LEPC (Local Emergency Planning Committee) OFFICERS', MEMBERS', ALTERNATES' AND STAFF COMMENTS * – *This item is limited to announcements or topics/issues proposed for future workshops/agendas.*

Chair Vandenberg noted that Bruce Ferrell with the SERC had accepted another position within the State of Nevada and that his position is currently vacant.

Cathy Ludwig commented that the participation of the 2008 National Survey of Local Emergency Planning Committees should go directly to the SERC (State Emergency Response Commission).

11. PUBLIC COMMENTS *

None.

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12. NEXT LEPC (Local Emergency Planning Committee) MEETING * ~ June 19, 2008 - Regional Emergency Operations Center (REOC)

Cathy Ludwig noted that the June 19, 2008, meeting was cancelled to accommodate an upcoming exercise. However, the meeting may be rescheduled to respond to the upcoming UWS (United We Stand) grant.

13. ADJOURNMENT

Chair Vandenberg adjourned the meeting at 9:40 a.m.