

WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Executive Membership Committee

MEETING MINUTES

Tuesday ~ May 02, 2006 ~ 9:00 a.m.

Washoe County Regional Emergency Operations Center

5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ROLL CALL *

Chair Kenneston called the meeting to order at 9:06 a.m. A quorum was established.

PRESENT: Greg Befort – Regional Safety Training Center; Aaron Kenneston – Washoe County Emergency Management; Cathy Ludwig – Grants Administrator; Susan Parker – Regional Emergency Communications Center. Russ Pedersen joined the meeting at 9:07 a.m. Jim Gubbels joined the meeting at 9:10 a.m.

ABSENT: None

Nathan Edwards, Deputy District Attorney, joined the meeting at 9:07 a.m.

2. REVIEW AND POSSIBLE ACTION ON EXISTING LEPC (Local Emergency Planning Committee) VOTING MEMBERSHIPS

Chair Kenneston outlined the three requests to join the Local Emergency Planning Committee General Membership as voting members.

Nathan Edwards and Russ Pedersen joined the meeting at 9:07 a.m.

Chair Kenneston stated that Washoe County School District (WCSD) Emergency Manager Chris Smith; Reno Tahoe Airport Authority (RTAA) Gary Smith and Reno Fire Department (RFD) Joe Durosseau as the primary member replacing Roy Slate who retired. Mr. Kenneston noted that WCSD would be moved from the Law Enforcement category to Community Partner, RTWA being listed under the Transportation category.

It was moved by Greg Befort, seconded by Russ Pedersen, to appoint Washoe County School District (WCSD) Emergency Manager Chris Smith; Reno Tahoe Airport Authority (RTAA) Gary Smith and Reno Fire Department (RFD) Joe Durosseau as the primary member as voting members to the Washoe Local Emergency Planning Committee General Membership list. MOTION CARRIED (Jim Gubbels absent).

3. APPROVE AND VOTE ON ADDITIONAL NEW LEPC (Local Emergency Planning Committee) VOTING MEMBERSHIPS

Chair Kenneston then outlined applications from Reno-Sparks Indian Colony (RSIC) Emergency Manager David Hunkup and Regional Transportation Commission (RTC) Emergency Manager Rob Reeder. Mr. Kenneston proposed that the RSIC be listed as a Community Partner with the RTC shown under Transportation.

Jim Gubbels joined the meeting 9:10 a.m.

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There was some discussion about listing RSIC as either a Community Partner or as a separate category due to their status as a Sovereign Nation. It was pointed out that SERC has encouraged the various Native American nations to coordinate with county Local Emergency Planning Committees.

Russ Pedersen left the meeting at 9:13 a.m.

Discussion then focused on the category definitions. During the discussion it was pointed out that future grants should be reviewed to ascertain whether RSIC could apply separately.

Mr. Pedersen rejoined the meeting at 9:15 a.m.

Cathy Ludwig, Grants Administrator, outlined SERC's category and membership definitions and noted that Richard Chess had been removed from the membership roster.

It was moved by Jim Gubbels, seconded by Russ Pedersen, to place the Regional Transportation Commission (RTC) under Transportation and Reno-Sparks Indian Colony (RSIC) as a Community Partner. MOTION CARRIED.

Chair Kenneston then noted the receipt of a formal letter of resignation the Washoe LEPC by Sierra Chemical signed by Gary Cummings. It appears that the intent is to remove all primary and alternate members associated with Sierra Chemical from the voting membership.

Nathan Edwards, Deputy District Attorney, commented that, in his opinion, this particular agenda item was too "broad" to provide adequate public notice of the possible action and/or discussions regarding potential removal of any member agencies.

During the discussion it was noted that current bylaws allowed the Executive Committee to remove voting members for lack of attendance. Other discussion focused on whether the General Membership would need to take action on Sierra Chemical's resignation from the General Membership. As the discussion continued, it was pointed out that the Nevada OML (Open Meeting Law) required that agenda items clearly indicate what the discussion and anticipated action(s) might entail so that the public can easily identify the intent of the agenda item. It was explained that the Nevada Attorney General was actively pursuing enforcement of the OML and that violations of the OML could result in a misdemeanor conviction should the OML be willfully ignored. Discussion then suggested that Chair Kenneston contact those members who have not attended meetings over the past several months to ascertain their continued role. Of particular concern is that any action by the Executive Committee or General membership to remove agencies for non-attendance could suggest that the LEPC is not all inclusive and that there are punitive repercussions for not coming to meetings as required in LEPC bylaws. Other discussion suggested that a loss of membership should alert agency managers to non-participation and result in a reevaluation of their intent to participate. It was noted that as funding sources continue to decrease that there may be less incentive for agencies to participate. Discussion then turned to the number of voting members and number of members needed to achieve quorum. It was explained that the newly appointed members increased the number of member needed for quorum to seventeen.

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4. LEPC (Local Emergency Planning Committee) EXECUTIVE OFFICERS' COMMENTS *

Jim Gubbels suggested that Executive Committee members review existing bylaws so that questions can be agendized for discussion at a future meeting.

Chair Kenneston suggested that a calendar of needed actions be developed so that issues such as bylaws amendment and plan updates occur in a timely manner to assure compliance with SERC (State Emergency Response Committee) regulations.

There was some discussion about the updated plan. It was noted that as the future updates to the plan would be posted on the website for all members to review.

5. PUBLIC COMMENTS *

None.

6. ADJOURNMENT

Chair Kenneston adjourned the meeting at 9:49 a.m.

AS APPROVED BY THE WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE – EXECUTIVE MEMBERSHIP COMMITTEE IN SESSION ON SEPTEMBER 18, 2006.