

**WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**

**GENERAL MEMBERSHIP COMMITTEE**

**MINUTES**

**Tuesday ~ September 11, 2007 ~ 9:00 a.m.  
Washoe County Regional Public Safety Training Center  
Room 104 A & B  
5190 Spectrum Boulevard, Reno, Nevada**

**1. CALL TO ORDER/ROLL CALL \***

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

**MEMBERS PRESENT:** Greg Befort – Regional Public Safety Training Center; Tim Busch – Sparks HazMat; Craig Callahan – Washoe County Sheriff's Office; Jim Caughron – Washoe County Risk Management; Paul Donald – Washoe County District Health Department; Gary Dunn – Sparks Emergency Management; Jerri Eby – Ascuagua's Nugget; Andy Flock – Sparks Fire Department; Craig Harrison – Washoe County Telecommunications; David Hunkup – Reno Sparks Indian Colony; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; Jeff Kinder - CFR; Chris Magenheimer – North Lake Tahoe Fire Protection District; Steve Matles – Renown; Stephanie McCarty – Washoe County District Health Department; Robin Pagni – Sparks Police Department; Rob Reeder – Regional Transportation Commission; and Patricia Williams – Reno Emergency Communications; and Woody Wright – University of Nevada, Reno. Jim Gubbels – Regional Emergency Medical Services Authority, joined the meeting at 9:10 a.m.

**MEMBERS ABSENT:** Matt Bennett – Charter Communications; Jim Benson – Sierra Pacific Power Company; Terry Bohl – Pyramid Lake Paiute Tribe; John Bradley – H2); Joe DuRousseau – Reno Fire Department; Karen Fraley – Reno City Attorney's Office; Mike Greene – Sierra Fire Protection District; Damian Higgins – U. S. Fish and Wildlife Service; Bruce Hicks – North Lake Tahoe Fire Protection District; Jen Jackson – KTVN Channel 2; James Johns – Reno Police; Chet Malewski – Truckee Meadows Water Authority; Alan Minor – Truckee Meadows Water Reclamation Facility; Ron Schmidt – Sparks City Council; Chris Smith – Washoe County School District; Gary Smith – Reno Tahoe Airport Authority; Roger Van Alyne – Washoe County Public Works;

**ALTERNATES PRESENT:** Chris Lang – Reno Police Department; Chris Magenheimer – North Lake Tahoe Fire protection District; Russ Pedersen – Washoe County Sheriff's Office;

**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; Janice Blue – Washoe County Sheriff's Office; Russell Brigham – Reno Sparks Indian Colony; Kevin Brun – Veterans Administration Hospital; Beverly Buchanan – Reno Emergency Communications; Ella Carthen – Reno Emergency Communications; Tracy Chase – Reno City Attorney's Office; Eileen Coulombe – Washoe County District Health Department; Fred Davis – Pyramid Lake Paiute Tribe; Charlie Dimino – Reno Police Department; Steve Driscoll – Sparks Emergency Management; James Flenner – Reno HazMat; Tad Fletcher – Reno Tahoe Airport Authority; Frank Frievalt – Sparks Fire Department; Dan Gabica – Charter Communications; Randall Gray – Truckee Meadows Water Reclamation Facility; Ken Grein – Washoe County School District; Mike Heikka – Sierra Fire Protection District; Beverly Howe - American Red Cross; Tom Lo – Washoe County Telecommunications; Matt Marquez – Sparks Police Department; Mike Mieras –

\* denotes NON action item

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Washoe County School District; Jim Miller – Washoe County District Health Department; Gary Nielsen – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Erik Orsak – U. S. Fish and Wildlife Service; Jim Reagan – Sierra Pacific Power Company; Darrin Rice – Washoe County Sheriff's Office; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Laurie Sada – U. S. Fish and Wildlife Service; Marty Scheuerman – Reno Fire Department; John Slaughter – Washoe County Management Services; Klark Staffan – Regional Emergency Medical Services Authority; Doreen Teasley – Washoe County Risk Management; Vince Thomas – Sierra Fire Protection District; Kristin Walthers – KTVN Channel 2; and Dan Watkins – KOLO Channel 8.

**NON-VOTING MEMBER ABSENT:** Rick Vandenberg.

Nathan Edwards – Deputy District Attorney, joined the meeting at 9:10 a.m.

**2. APPROVAL OF AUGUST 16, 2007 GENERAL MEMBERSHIP MEETING MINUTES**

*It was moved by Steve Matles, seconded by Jim Caughron, to approve the August 16, 2007, General Membership minutes, as submitted. MOTION CARRIED.*

**4. APPROVAL OF 2008 SERC/HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT REQUESTS AS PRIORITIZED BY THE LEPC GRANTS & FINANCE SUBCOMMITTEE ON AUGUST 28, 2007 [Taken out of agenda order]**

Andy Flock provided an overview of the Grants and Finance Subcommittee recommendation to approve the 2007 HazMat Explo attendee list.

*It was moved by Jim Caughron, seconded by Rob Reeder, to approve the HazMat Explo Attendee List as follows: LAW ENFORCEMENT: Washoe County Sheriff's Office - Rich Hodges, Darin Balaam, Darrin Rice with Andy Barrett-Venn and James Sitler alternates; Sparks Police – Steve Asher, Matt Marquez and Robin Pagni; Reno Police – Charlie Dimino, John Topian, Chris Lang; FIRE: North Lake Tahoe Fire Protection District – Sue Martineau; Reno Fire – David Blondfield, Rick Hart and Eric Ross with Ross Rytting alternate; EMERGENCY MANAGEMENT: Cathy Ludwig, Gary Dunn and Jim Caughron; HEALTH: Peg Caldwell, Chris Ralph, Byron Collins with Stephanie McCarty and Kim Franchi as alternates; HOSPITALS: Michelle Pagel, Eric Lewis, Lance Woolf with Laurel Capurro and Alan Blocher alternates; EMERGENCY MEDICAL SERVICES: Todd Kerfort and Alex Hughes; COMMUNICATIONS: Beverly Buchanan and Kariann Beechler; and COMMUNITY – Woody Wright. MOTION CARRIED*

Jim Gubbels – Regional Emergency Services Authority and Deputy District Attorney Nathan Edwards joined the meeting at 9:10 a.m.

**3. APPROVAL OF AUGUST 28, 2007 GRANTS & FINANCE SUBCOMMITTEE MINUTES [Taken out of agenda order]**

\* denotes NON action item

***It was moved by Jim Caughron, seconded by Michael Hurick, to approve the August 28, 2007, Grants and Finance Subcommittee minutes, as submitted. MOTION CARRIED.***

**5. APPROVAL OF NOMINATIONS AND VOTE FOR ANNUAL LEPC BOARD POSITIONS**

Chair Pedersen outlined the voting process reminding voting members and alternates to sign their respective ballots for the public record. Chair Pedersen then opened the meeting to additional nominations. Hearing no additional nominations Chair Pedersen closed the nominations.

Cathy Ludwig – Grants Administrator, distributed ballots to members and alternates.

**6. LEPC OFFICERS', MEMBERS', ALTERNATES', AND STAFF COMMENTS \***

Aaron Kenneston noted that WebEOC vendor would be at the EOC (Emergency Operations Center) on September 18, 19 and 29, 2007 and that an earthquake exercise including seismologists from UNR (University of Nevada, Reno) would be held on September 20, 2007. Mr. Kenneston invited first responders to attend both sessions.

Nathan Edwards – Deputy District Attorney, summarized the underlying reasons for expanding the agenda topic from simply Member Committee to be inclusive of both members and Alternates wishing to make announcements on items of interested to LEPC (Local Emergency Planning Committee) members.

**7. PUBLIC COMMENTS \***

Chair Pedersen commented that Washoe County Sheriff's Deputy Craig Callahan had announced his retirement in January 2008 and recalled his service to the LEPC (Local Emergency Planning Committee). Chair Pedersen wished Mr. Callahan well on his retirement and pursuit of other opportunities.

Nathan Edwards – Deputy District Attorney, commented that this particular announcement would be better suited to Agenda Item 6.

**5. APPROVAL OF NOMINATIONS AND VOTE FOR ANNUAL LEPC BOARD POSITIONS**  
[reopened]

Chair announced that Chris Magenheimer would serve as Vice-chair and that Aaron Kenneston had been elected to the At-Large position.

**8. NEXT LEPC MEETING ~ OCTOBER 18, 2007 - REGIONAL EMERGENCY OPERATIONS CENTER (REOC) \***

The next regular meeting is scheduled on October 18, 2007 at the REOC (Regional Emergency Operations Center).

\* denotes NON action item

**9. ADJOURNMENT**

Chair Pedersen adjourned the meeting at 9:20 a.m.

**AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE IN SESSION  
ON OCTOBER 18, 2007.**