

**WASHOE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
GENERAL MEMBERSHIP COMMITTEE
MINUTES**

Thursday ~ October 19, 2006 ~ 9:00 A.M.

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

1. CALL TO ORDER/ROLL CALL *

Chair Pedersen called the meeting to order at 9:10 a.m. A quorum was established.

PRESENT: Robert Cullins – University of Nevada, Reno; Tami Cummings – Washoe County Sheriff's Office; Paul Donald – Washoe County District Health Department; Gary Dunn – Sparks Emergency Management; Joe DuRousseau – Reno Fire Department; Andy Flock – Sparks Fire Department; Jim Gubbels – Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Telecommunications; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; James Lopey – Washoe County Sheriff's Office; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Steve Matles – Renown (formerly Washoe Health System); Stephanie McCarty – Washoe County District Health Department; Robin Pagni – Sparks Police Department; Russ Pedersen – Washoe County Sheriff's Office; Ron Schmidt – Sparks City Council; Gary Smith – Reno Tahoe Airport Authority; Rick Vandenberg – Reno Emergency Communications; and Kristen Walthers – KTVN Channel 2.

ABSENT: Michael Alaux – American Red Cross; Ray Andriola – Saint Mary's Hospital; Steve Asher – Sparks Police Department; Gregory Befort – Regional Public Safety Training Center; Ryan Bird – Sierra Pacific Power Company; John Bradley – H2O; Russell Brigham – Reno Sparks Indian Colony; Beverly Buchanan – Reno Emergency Communications; Tim Busch – Sparks HazMat; Jim Caughron – Washoe County Risk Management; Tracy Chase – Reno City Attorney's Office; Tom Clewell – Sparks Fire Department; Eileen Coulombe – Washoe County District Health Department; Steve Driscoll – Sparks Emergency Management; Jerri Eby – John Ascuagua's Nugget; James Flenner – Sparks HazMat; Tad Fletcher – Reno Tahoe Airport Authority; Karen Fraley – Reno City Attorney's Office; Frank Frievalt – Sparks HazMat; Tom Gadd – Washoe County Department of Public Works; Ken Grein – Washoe County School District; Bruce Hicks – North Lake Tahoe Fire Protection District; Beverly Howe – American Red Cross; David Hunkup – Reno Sparks Indian Colony; James Johns – Reno Police Department; Jeff Kinder – CFR Engineering; Chris Lang – Reno Police Department; Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District; Jim Miller – Washoe County District Health Department; Alan Minor – Truckee Meadows Water Reclamation Facility; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Jason Pasco – KTVN Channel 2; Steve Pitts – Reno Police Department; Gary Randall – Truckee Meadows Water Reclamation Facility; Rob Reeder – Regional Transportation Commission; Russ Rocha – Truckee Meadows Water Reclamation Facility; Suzy Rogers – Reno Emergency Communications; Jeanne Rucker – Washoe County District Health; Bob Sack – Washoe County District Health Department; Marty Scheuerman – Reno Fire Department; John Slaughter – Washoe County Management Services; Chris Smith – Washoe County School District; Klark Staffan – Regional Emergency Medical Services Authority; Alan Tom – Regional Emergency Medical Services Authority; Dan Watkins – KOLO Channel 8; and Woody Wright – University of Nevada, Reno.

* denotes NON action item

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Nathan Edwards, Deputy District Attorney, was also present.

2. APPROVAL OF SEPTEMBER 21, 2006 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Robin Pagni, seconded by Steve Matles, to approve the September 21, 2006, General membership meeting minutes, as submitted. MOTION CARRIED.

3. APPROVAL OF AUGUST 16, 2006 GRANTS & FINANCE SUBCOMMITTEE MEETING MINUTES

It was moved by Robin Pagni, seconded by Chet Malewski, to approve the August 16, 2006, Grants and Finance Subcommittee meeting 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 Committee) Grants – FFY (Federal Fiscal Year) 2005 & 2006.

Cathy Ludwig, Grants Administrator, provided an overview of the Treasurer's report noting that \$211.16 from Sparks Police Department and \$2,987.20 from Reno Police Department would also be reallocated for SHSP (State Homeland Security Program) grant and \$1,032.03 from the Sparks Police Department and \$366.85 from Reno Police Department would be reallocated for the LETPP (Law Enforcement Terrorism Prevention Program) grant. The Community Corps program has been fully expended. Ms. Ludwig noted that 2007 SERC (State Emergency Response Commission) grant was awarded and noted that financial reports were due for the first quarter. Ms. Ludwig noted that the HazMat Explo10 grant had been somewhat less than expected and resulted in a reduction in the number of attendees.

It was moved by Stephanie McCarty, seconded by Jim Gubbels, to accept the Treasurer's Report, as presented. MOTION CARRIED.

Chair Pedersen asked that member agencies report any unexpended funds to Ms. Ludwig for reallocation as soon as possible.

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

None.

6. CONSIDERATION, DISCUSSION, AND POSSIBLE APPROVAL OF RECOMMENDATIONS MADE BY THE LEPC (Local Emergency Planning Committee) EXECUTIVE COMMITTEE ON SEPTEMBER 18, 2006 REGARDING LEPC BYLAW AND VOTING MEMBERSHIP CHANGES.

* denotes NON action item

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Chair Pedersen drew attention to the draft modifications to the LEPC (Local Emergency Planning Committee) Bylaws and asked member to make suggested modifications. The goal is to update and submit the revised Bylaws in advance of the SERC (State Emergency Response Commission) deadline.

It was moved by member Steve Matles, seconded by Jim Gubbels, to approve the Local Emergency Planning Committee bylaws as presented. MOTION CARRIED.

7. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS

Aaron Kenneston, Washoe County Emergency Manager, provided an overview of upcoming Emergency Management events, including a tabletop HazMat exercise in Goldfield (Nevada) and an Incident Unified Command Course at the EOC (Emergency Operations Center, October 24-26, 2006). It is hoped that Homeland Security will certify the course after their review to the equivalent of the ICS-300. Additionally, a tabletop on Pandemic Flu is also scheduled by the Washoe County District Health Department. Mr. Kenneston explained that staff was in the initial phase of discussion on the development of a HazMat training program.

8. POWERPOINT PRESENTATION BY GRAINGER INDUSTRIAL SUPPLY * – *Introduction of company to the LEPC (Local Emergency Planning Committee) and information on the Western States Contract Alliance (WSCA).*

Dave Meibert, W.W. Grainger Supplies, Western States Contract Alliance (WSCA), drew attention to brochures (copy on file) and narrated a PowerPoint presentation (copy on file) of the products that can be supplied either same day or within a short time line when needed. Mr. Meibert noted that the local facility maintains a range of flood items for the region to support local governments. Additionally, Grainger also provides training for various products. Drawing attention to list of products that can be purchased under a range of different grants, Mr. Meibert noted that additional information can be obtained at www.grainger.com/homelandsecurity. Mr. Meibert noted that each agency would have a separate invoice listing from the website showing previous purchases. Responding to Robert Cullins – University of Nevada, Reno, inquiry about product availability in the region, Mr. Meibert explained that the Packer Way facility contained about 80,000 items currently in stock with an emphasis on Homeland Security. Over the next several months that inventory will be increased to 120,000 items and within 15 minutes of an order an order can be made available for will call pickup or shipped, with larger harder to find items available within a matter of hours. Additionally, Grainger maintains a 24-hour service center to meet emergency needs.

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

Chair Pedersen reminded members of the upcoming HazMat Explo10 in November.

10. PUBLIC COMMENTS *

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Tom Vetica, U. S. Department of Housing and Urban Development, noted that FEMA (Federal Emergency Management Agency) would be transferring funding to HUD to address short and long term housing needs.

Chair Pedersen asked that persons interested in serving as Chair of the Grants and Finance Subcommittee contact him.

11. REMINDER OF CANCELLATION OF NOVEMBER LEPC (*Local Emergency Planning Committee*) GENERAL MEMBERSHIP MEETING DUE TO HAZMAT EXPLO10 IN LAS VEGAS, NEVADA

Chair Pedersen reminded members that the November meeting had been cancelled due to the HazMat Exlplo10 in Las Vegas, Nevada.

12. NEXT LEPC (*Local Emergency Planning Committee*) MEETING ~ December 21, 2006 - *Regional Emergency Operations Center (REOC)*.

The next LEPC (*Local Emergency Planning Committee*) is slated for December 21, 2006.

13. ADJOURNMENT

Chair Pedersen adjourned the meeting at 9:50 a.m.

AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE IN SESSION ON DECEMBER 21, 2006.