

Washoe County Local Emergency Planning Committee

General Membership Committee

MINUTES

Thursday ~ May 18, 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 9:07 a.m. and stated a quorum was present:

PRESENT: Beverly Buchanan – Regional Emergency Communications Center; Tim Busch – Regional HazMat; Bob Cullins – University of Nevada, Reno; Paul Donald – Washoe County District Health Department; Joe Durosseau – Reno Fire Department; Andy Flock – Sparks Police Department; Karen Fraley – Reno City Attorneys Office; Jim Gubbels – Regional Emergency Medical Services Authority; Michael Hurick – American Red Cross; Aaron Kenneston – Washoe County Emergency Management; Chris Lang – Reno Police; James Lopey – Washoe County Sheriff's Office; Steve Matles – Washoe Health System; Chris Magenheimer – North Lake Tahoe Fire Protection District; Jim Miller – Washoe County District Health Department; Robin Pagni – Sparks Police Department; Russ Pedersen – Washoe County Sheriff's Office; Rob Reeder – Regional Transportation Commission; Chris Smith – Washoe County School District; Kristen Walthers – KTVN Channel 2; Woody Wright – University of Nevada, Reno. John Slaughter – Washoe County Management Services, joined the meeting at 9:30 a.m.

ABSENT: Michael Alaux – American Red Cross; Ray Andriola – Saint Mary's Hospital; Steve Asher – Sparks Police Department; Lisa Ayers – Washoe County School District; Gregory Befort – Regional Public Safety Training Center; Stephanie Beck – Washoe County District Health Department; Ryan Bird – Sierra Pacific Power Company; John Bradley – H2O; Russell Brigham – Reno Sparks Indian Colony; Jim Caughron – Washoe County Risk Management; Tracy Chase – Reno City Attorneys Office; Tom Clewell – Sparks Fire Department; Eileen Coulombe – Washoe County District Health Department; Tami Cummings – Washoe County Sheriff's Office; Steve Driscoll – City of Sparks; Gary Dunn – Sparks Emergency Management; Tad Fletcher – Washoe County School District; Frank Frievalt – Sparks Fire Department; Tom Gadd – Washoe County Public Works; Randall Gray – Truckee Meadows Water Reclamation Facility; Ken Grein – Washoe County School District; Craig Harrison – Washoe County Telecommunications; 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; Chet Malewski – Truckee Meadows Water Authority; Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District; Alan Minor – Truckee Meadows Water Reclamation Facility; Gary Neilson – Reno Fire Department; Mitch Nowicki – Regional Emergency Medical Services Authority; Susan Parker – Regional Emergency Communications Center; Jason Pasco – KTVN Channel 2; Steve Pitts – Reno Police Department; Russ Rocha – Truckee Meadows Water Reclamation Facility; Suzy Rogers – Regional Emergency Communications Center; Jeanne Rucker – Washoe County District Health Department; Bob Sack – Washoe County District Health Department; Marty Scheuerman – Reno Fire Department; Ron Schmidt – Sparks City Council; Klark Staffan – Regional Emergency Medical Services Authority; Alan Tom – Regional Emergency Medical Services Authority; Dan Watkins – KOLO Channel 8.

* denotes NON action item

Nathan Edwards, Deputy District Attorney, was also present.

2. APPROVAL OF APRIL 17, 2006 GRANTS & FINANCE SUBCOMMITTEE MEETING MINUTES AND APRIL 20, 2006 GENERAL MEMBERSHIP MEETING MINUTES

It was moved by Jim Gubbels, seconded by Russ Pedersen, to approve the April 17, 2006, Grants and Finance Subcommittee and April 20, 2006, General Membership meeting minutes, as submitted. MOTION CARRIED

3. 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 and 2006*

Cathy Ludwig, Grants Administrator, provided an overview of the Treasurer's Report noting that the Washoe County Sheriff's Office had received a performance extension until August 30, 2006. Ms. Ludwig explained that the Nevada Hospital Association may become the fiscal agent for the Hospital Grant.

It was moved by Steve Matles, seconded by Andy Flock, to accept the Treasurer's Report as presented. MOTION CARRIED.

4. GRANT OPPORTUNITIES – *Information & Discussion of upcoming and/or existing LEPC (Local Emergency Planning Committees) grants*

Cathy Ludwig, Grants Administrator, commented that the HEMP (??) grant for HazMatExplo would be out soon.

5. ACTION ON RECOMMENDATION FROM GRANTS & FINANCE SUBCOMMITTEE FOR APPROVAL OF PLANNING, TRAINING AND SUPPLIES/EQUIPMENT REQUESTS FOR THE 2007 STATE EMERGENCY RESPONSE COMMISSION (SERC), UNITED WE STAND (UWS) GRANT FOR APPLICATION TO THE SERC

Jim Gubbels provide an overview of the Grants and Finance Subcommittee UWS (United We Stand) funding recommendations: 1) Washoe County District Health Department - \$1,669.00; 2) Regional HazMat Team - \$531.25; 3) Washoe County Sheriff's Office Search and Rescue - \$9,986.00; 4) Sparks Fire Department - \$6,000.00; 5) Washoe County School District - \$6,393.81; 6) Washoe Medical Center - \$1,492.00; and 7) Regional Public Safety Training Center \$3,896.94.

It was moved by Robin Pagni, seconded by Karen Fraley, to accept the Grants and Finance Subcommittee recommendations as follows: 1) Washoe County District Health Department - \$1,669.00; 2) Regional HazMat Team - \$531.25; 3) Washoe County Sheriff's Office Search and Rescue - \$9,986.00; 4) Sparks Fire Department - \$6,000.00; 5) Washoe County School District - \$6,393.81; 6) Washoe Medical Center - \$1,492.00; and 7) Regional Public Safety Training Center \$3,896.94. MOTION CARRIED

6. BRIEFING FROM THE HOMELAND SECURITY CAPABILITY AND REVIEW WORKING GROUP ON THE FY (FISCAL YEAR) 2006 INVESTMENT JUSTIFICATION PROGRESS AS MANDATED IN THE FY 2006 GRANT APPLICATION *

Jim Lopey commented that a demonstration of the TEWS (Terror Early Warning System) system was scheduled May 30 and 31, 2006, in Las Vegas (Nevada). It is unclear how much if any expense will be reimbursed by Department of Emergency Management. Mr. Lopey outlined the priority items identified in the grant application including, but not limited to: interoperable communications, TEWS, and Statewatch. Assistant Sheriff Lopey noted that the statewide application of Statewatch would enable law enforcement to better analyze, review and understand intelligence as well as disseminate pertinent data. It is expected that the final grant funding levels will be determined within the next month.

7. UPDATE ON RED CROSS REGIONAL DISASTER FIELD SUPPLY CENTER *

Michael Hurick, American Red Cross, commented that the National American Red Cross had approved a Regional Disaster Field Supply Center in the Truckee Meadows. Mr. Hurick noted that while the facility will be managed by the Local Chapter of the American Red Cross, supplies stored there can only be used locally in the event of a major catastrophe disaster. Therefore, local funding and supply acquisition efforts must continue.

John Slaughter, Washoe County Management Services, joined the meeting at 9:30 a.m.

Mr. Hurick then outlined the exposure such a facility would bring to the Truckee Meadows noting that the storage facility would be the only one west of the Mississippi capable of handling disaster of Hurricane Katrina's magnitude. Although Mr. Hurick believes there will be a press release and grand opening ceremony with photographic opportunities, Mr. Hurick does not wish to have its location and materials well known. Responding to Assistant Sheriff Lopey's inquiry about security, Mr. Hurick explained that the issue had been brought to the attention of the National Organization.

Jim Gubbels suggested that portions of the minutes be stricken from the public record.

Nathan Edwards, Deputy District Attorney, explained that he would have to research the matter before sealing or striking anything because there may not be a legal basis to seal or strike information simply because it is possibly sensitive.

8. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS *

Aaron Kenneston provided a handout (copy on file at the Regional Emergency Operations Center) of upcoming activities to those present noting that the May 17, 2006, training event had been successfully completed.

9. PRESENTATION BY DISTRICT HEALTH DEPARTMENT - An overview of the “Regional Pandemic Flu Plan”

Jim Miller, Washoe County District Health Department, narrated a PowerPoint presentation (copy on file at the Regional Emergency Operations Center). Mr. Miller emphasized the need to develop contingency operations and business contingency plans in the event of a pandemic, which could reduce first response staffing levels by a minimum of ±25-percent as well as overwhelming the region’s ability to provide medical services. Mr. Miller outlined the minimum eight (8) and maximum twelve (12) weeks of the pandemic and emphasized the need to take protective measures when any flu symptoms are present (e.g., frequent hand-washing, covering nose and mouth when sneezing or coughing).

10. LEPC (Local Emergency Planning Committee) OFFICERS’ COMMENTS *

None.

11. PUBLIC COMMENTS *

James Lopey expressed his concern that certain planning activities could become widely known and suggested that there are certain discussions and information that, in his opinion, should be kept out of the public domain.

Jim Gubbels noted that legal counsel (Nathan Edwards, Deputy District Attorney) had committed to a review and report on the matter.

Robert Cullins outlined his concern that his leaving for the restroom and the documentation of members leaving, returning and/or joining meetings was inappropriate and asked why that information should be included in the meeting minutes.

Nathan Edwards, Deputy District Attorney, explained that NRS (Nevada Revised Statutes) 251 required that both meeting attendance and absence must be recorded in meeting minutes.

Robert Cox, Recording Secretary, explained that the information was included in the all meeting minutes he transcribes since the absence of one or more members can affect the meeting quorum. Additionally, the information also serves to identify which portions of a discussion and/or action being taken an individual might have missed.

Mr. Cullins noted that different individuals had left the meeting today (May 18, 2006) and that he presumed their actions would be duly noted in the minutes.

(Note: the Recording Secretary did not observe anyone leaving the meeting).

12. NEXT LEPC (Local Emergency Planning Committee) MEETING ~ July 20, 2006 - Regional

* denotes NON action item

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Although the June 15, 2006, meeting is cancelled, members are encouraged to attend the Air Race Tabletop Exercise at the REOC (Regional Emergency Operations Center).

The next regular meeting is slated for July 20, 2006.

13. ADJOURNMENT

Chair Kenneston adjourned the meeting at 10:10 a.m.

AS APPROVED BY THE WASHOE LOCAL EMERGENCY PLANNING COMMITTEE GENERAL MEMBERSHIP IN SESSION ON JULY 20, 2006.