

Washoe Local Emergency Planning Committee

General Membership Meeting

MINUTES

Thursday ~ August 15, 2013 ~ 9:00 A.M.

REGIONAL EMERGENCY OPERATIONS CENTER

5195 SPECTRUM BOULEVARD

RENO, NEVADA 89512

1. CALL TO ORDER AND ROLL CALL - (Non-action item)

Chair Moore called the meeting to order at 9:11 a.m. A quorum was established.

PRESENT: Julie Bender – Regional Public Safety Training Center; Charlotte Garber – American Red Cross; Michelle Gitmed – Reno Police Department; Pat Hambright – KOLO – Channel 8; David Hunkup – Reno Sparks Indian Colony; Aaron Kenneston – Washoe County Emergency Management; Andy Koski – Sparks Fire Department; Beth Langan – Regional Public Safety Training Center; Tim Leighton – Truckee Meadows Fire Protection District; Spencer Lewis – University of Nevada, Reno; Teresa Long – Washoe County Health District; Tracy Moore – Washoe County School District; Mitch Nowicki – Regional Emergency Medical Services Authority; Don Pelt – Pyramid Lake Paiute Tribe; Kelley Odom – Reno Emergency Communications Center; Brian Reeder - - Associated General Contractors; Eileen Stickney – Washoe County Health District; Dee Stueve – Associated General Contractors; Brian Taylor – Regional Emergency Medical Services Authority; and Jeff Whitesides – Washoe County Health District. Robert McLaughlin – Veterans Administration Hospital, joined the meeting at 9:29 a.m.

ABSENT: Scott Alquist – Truckee Meadows Community College; Ed Atwell – University of Nevada, Reno; Brian Allen – Sparks Police Department; Darin Balaam – Washoe County Sheriff's Office; Phil Barton – Sparks Fire Department; Gary Beekman – Washoe County Technology Services; Bev Buchanan – Reno Emergency Communications Center; Steve Burlie – Regional Transportation Commission; Patsy Buxton – Washoe County District Health; Kent Choma – Saint Mary's Regional Medical Center; Dawn Clevenger – Ormat Technologies; Christina Conti – Washoe County Health District; Diane Drinkwater – Washoe County District Attorney's Office; Skip Eller – Reno Sparks Convention and Visitors Authority; Marshall Emerson – Washoe County Sheriff's Office; James English – Washoe County Health District; Richard Gammick – Washoe County District Attorney; Tom Garrison – Sparks Fire Department; John Gilmore – Ormat Technologies; Jim Hadsall – Reno Sparks Convention and Visitors Authority; Nida Harjo – Reno Sparks Indian Colony; John Helzer – Washoe County District Attorney's Office; Bruce Hicks – North Lake Tahoe Fire Protection District; Mark Katre – Reno Police Department; Rob Kelley – Washoe County Community Services Department; Mike Kryzstof – Truckee Meadows Fire Protection District; Alex Kukulius – Truckee Meadows Fire Protection District; Chris Long – Washoe County Technology Services; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Matt Marquez – Sparks Police Department; Greg Meister – Reno Police Department; Mike Mieras – Washoe County School District; Kenneth Miller – Pyramid Lake Paiute Tribe; Eric Millette – Sparks Fire Department; Michael Munda – Renown; Joe Nishikida – Reno Fire Department; Brad

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Norman – Truckee Meadows Community College; Tim O'Brien – Reno Fire Department; Tim O'Conner – Washoe County Sheriff's Office; Debbie Penrod – University of Nevada, Reno; Phil Povey – Truckee Meadows Community College; Jerry Preston – Washoe County Community Services Department; Jim Reagan – NV Energy; Rob Reeder – Regional Transportation Commission; Josh Reynolds – Truckee Meadows Community College; Suzy Rogers – Reno Emergency Communications Center; Rick Sanchez – Washoe County Health District; Kevin Schaller – American Red Cross; Keith Sheridan – Ormat Technologies; John Slaughter – Washoe County Management Services; Tim Spencer – Reno Fire Department; Pat Thomas – KOLO – Channel 8; Jim Wilson – Reno Sparks Convention and Visitors Authority; and Woody Wright – University of Nevada, Reno.

Blaine Cartlidge – Deputy District Attorney, was also present.

Chair Moore reordered the agenda to address action items first.

3. PUBLIC COMMENTS (Non-action item)

There were no public comments.

7. OFFICER ELECTIONS (For possible action) – *Approval of nominations and vote for annual LEPC (Local Emergency Planning Committee) Officer positions; Nominees to make brief presentation on LEPC contribution.* [Taken out of agenda order]

Chair Moore reminded members that ballots must include their name and agency represented.

Cathy Ludwig – Grants Coordinator, noted that Aaron Kenneston had applied for the position of Vice-chair and that Joe Nishikida had applied for the At-Large position.

Aaron Kenneston stated that he would represent the board to the best of his ability.

Chair Moore continued the matter until ballots were returned and tabulated.

6. GRANT APPROVAL (For possible action) – *Approval of a 2014 State Emergency Response Commission (SERC), Hazardous Materials Emergency Preparedness (HMEP) Planning & Training grant application submission to the SERC* [Taken out of agenda order]

Cathy Ludwig – Grants Coordinator, commented that while the grant deadline had been met it was necessary for the LEPC (Local Emergency Planning Committee) General Membership to approve the grant application before the SERC (State Emergency Response Commission) would take action. Ms. Ludwig explained that the \$30,000.00 grant application submitted by TMFPD (Truckee Meadows Fire Protection District) would fund the development of a Field Guide for Hazard Materials dispatch and response.

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It was moved by Jeff Whitesides, seconded by Teresa Long, to approve the 2014 State Emergency Response Commission (SERC), Hazardous Materials Emergency Preparedness (HMEP) Planning & Training grant application in the amount of \$30,000.00.

Responding to David Hunkup's inquiry about the distribution and scope of the final document, Aaron Kenneston – Washoe County Emergency Manager, explained that the final field guide would be used by all first responders including but not limited to the Cities of Reno, Sparks, TMFPD, volunteers and others in the region to provide a comprehensive Field Guide of Standard Operating Procedures.

MOTION CARRIED.

- 7. OFFICER ELECTIONS** (For possible action) – *Approval of nominations and vote for annual LEPC Officer positions; Nominees to make brief presentation on LEPC contribution.*
[reopened]

Chair Moore noted that Aaron Kenneston had been elected as Vice-chair with Joe Nishikida elected as the At-Large member.

- 2. APPROVAL OF MINUTES** (For possible action) – *June 20, 2013, General Membership meeting minutes.*

It was moved by Eric Millette, seconded by Mitch Nowicki, to approve the June 20, 2013, meeting minutes, as submitted. MOTION CARRIED.

- 4. TREASURER'S REPORT** (For possible action) – *A review, discussion and possible action to accept Revenue and Payable reports.*

Cathy Ludwig – Grants Coordinator, provided an overview of the Revenue and Payable report noting that most of the grants shown on the first spreadsheet had already closed other than mid-cycle grants received somewhat later in the year. Ms. Ludwig noted that unexpended grant funds had been deobligated and returned to SERC (State Emergency Response Commission). The Continuing Challenge grant (set for September 2013) and the Tanker Truck and Street Smart exercises and grant were completed in July 2013. It is expected that the remaining fund balance will be fully expended once Continuing Challenge is complete. The mid-cycle grant for the RenoFireShows will be taken to the BCC (Board of County Commissioners) for approval in September. Ms. Ludwig noted that the remaining grants were in their first quarter and that quarterly reports would be updated at the October 17, 2013, meeting. Drawing attention to FY (Fiscal Year) 2012 Homeland Security Grants, Ms. Ludwig noted that the PIO (Public Information Officer) training had been held in Elko (Nevada) last week as part of the Citizen Information and Warning grant. Ms. Ludwig noted that she would be asking the State to reallocate some fund in both the SPARTAN (Schools Prepared and Ready Together Across Nevada) and Urgent Solidarity grants to fund outstanding expenses incurred during those exercises.

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It was moved by Mitch Nowicki, seconded by Eileen Stickney, to approve the Revenue and Payables Report as presented. MOTION CARRIED.

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

Cathy Ludwig – Grants Coordinator, commented that there were no grant opportunities at this time.

Rob McLaughlin – Veterans Hospital, joined the meeting.

- 8. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS** (Non-action item) – *A briefing of regional meetings, events, trainings and exercises - Aaron Kenneston, Emergency Manager – Washoe County Emergency Management*

Aaron Kenneston – Washoe County Emergency Manager, noted that Rob McLaughlin of the Veterans Administration Hospital, had joined the meeting. Mr. Kenneston invited member agencies to participate in the August 20, 2013, build the 2014 Regional Training Calendar. Mr. Kenneston encouraged those members that may be unable to attend the TEPW (Training Exercise Planning Workshop) meeting to submit training ideas/opportunities via email before the August 20, 2013, meeting. Mr. Kenneston then noted that a table top exercise is slated for August 21, 2013, to develop responses to any potential issues arising from the upcoming Hot Air Balloon Races and Reno Championship Air Race special events in early September (2013). Additional PIO (Public Information Officer) training is slated for September 10 and 11, 2013 with a statewide conference on November 21, 2013. Mr. Kenneston commented that he would contact Pat Hambright KOLO – Channel 8, for input on what journalists are seeking in the way of information from the region's PIO's.

Eileen Stickney left the meeting at 9:32 a.m.

- 9. UPDATE FROM THE RADIOLOGICAL TASK FORCE** (Non-action item) – *A briefing on current radiological issues within the region.*

Aaron Kenneston – Washoe County Emergency Manager, noted that while there is not a lot of activity, Yucca Mountain is once again in national news. Mr. Kenneston recalled that the Radiological Task Force had been developed in response to the transport of hazardous radioactive materials through Washoe County to the Yucca Mountain site in Southern Nevada. Mr. Kenneston noted that a training program is in the development stages although a specific date has yet to be determined.

- 10. UPDATE OF CITIZEN CORPS** (Non-action item) – *A briefing on events and activities supported by the Washoe County Citizen Corps including, but not limited to, Community Emergency Response Teams (CERT).*

Derek Russell – CERT (Community Emergency Response Team), noted that the academy had recently graduated 14 students who had decided to continue as CERT volunteers. The next academy already has 15 candidates and is scheduled in late September (2013). Mr. Russell outlined

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recent exercises that included the Nevada Air National Guard as well as Reno. Sparks and the Truckee Meadows Fire protection District. Additional training will be held following today's (August 15, 2013) meetings to prepare for the upcoming Hot Air Balloon Races and National Championship Air Races and other special events in October.

Chair Moore expressed his appreciation for the assistance provided by CERT volunteers.

11. LEPC PRESENTATION (For possible action) – *An overview of Washoe County Hazardous Materials Commodity Flow Study.*

Matthew Lieuallen, Project Manager ~ Ecology and Environment, Inc., narrated a PowerPoint® presentation (copy on file) on the work thus far on the Hazard Materials Commodity Flow Study. Mr. Lieuallen explained that the report includes data on not only the types and quantities of hazardous materials being stored and/or transported across Washoe County but also traffic counts, potential containment areas of fixed facilities and pipelines that service the region. Mr. Lieuallen noted that the study is intended as a living document subject to periodic updates and includes tables, charts and maps that provide a snapshot of the region rather than an operations plan. Mr. Lieuallen noted that there had been a 25-percent return of surveys issued to fixed locations facilities in the region and that a review of hazardous materials incidents indicates that the majority of incidents were combustible and corrosive materials. Mr. Lieuallen can be reached by telephone at 503-248-5600; email mlieuallen@ene.com or through the website at www/ene.com.

Aaron Kenneston encouraged member agencies to make contact with Mr. Lieuallen to assure that the study meets the needs of and is an accurate depiction of the region.

12. LEPC (Local Emergency Planning Committee) OFFICER, ALTERNATE AND/OR MEMBER ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS (Non-action item) - *No discussion among committee members will take place on this item. The next regular meeting is scheduled at 9:00 a.m. October 17, 2013.*

No new agenda times were identified for the October 17, 2013, meeting agenda.

Eric Millette - Sparks Fire, provided an overview of the recent joint exercise at the Livestock Events Center that included WCHD (Washoe County Health District); WCSD (Washoe County School District); and others that worked cooperatively on how to identify and mitigate various hazards.

Chair Moore commended Mr. Millette on the exercise noting that a large number of local, state and other state level teams were involved in the exercise.

13. PUBLIC COMMENT (Non-action item)

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Don Pelt - Pyramid Lake Paiute Tribe, noted that attendees of the upcoming Burning Man festival would begin arriving at the Black Rock Desert location on Monday, August 19, 2013, and will place an additional burden on local responders, especially the Pyramid Lake Paiute Tribe.

14. ADJOURNMENT

Chair Moore adjourned the meeting at 9:58 a.m.