

# Storey County Local Emergency Planning Committee (LEPC)

## Quarterly Meeting Minutes

Wednesday, July 20, 2011- 10:00 A.M.

*Food Bank of Northern Nevada*

*550 Italy Drive*

*McCarran, NV 89434*

### CALL TO ORDER

*Meeting called to order by Chairman Curtis at 10:06 a.m.*

### INDIVIDUALS PRESENT

Boettcher, Mary- Healthy Communities  
Cunningham, Saroja- Guy's Place  
Curtis, Joe- Storey County Emergency Management  
Dotson, Deny- Storey County Community Services  
DuFresne, Vanessa- Storey County Clerk/Treasurer  
Erwin, Jeffrey- NDEP  
Gardner, Shannon- Storey County Community Development  
Jensen, Roy- Red Cross  
Kiechler, Holli- Storey County Administrative Office  
Mendoza, John-Michael- Storey County Sheriff's Office  
Milelli, Tanya- Red Cross  
Mitchell, Cindi- Food Bank  
Nevin, Cherie- Storey County Emergency Management  
Nevin, Mike- Storey County Public Works  
Palmer, Rob- NDEP  
Taormina, Tom- ARES  
White, Emily- Food Bank

### GREETING AND OPENING REMARKS

Roundtable introductions of all present.

### APPROVAL OF JULY 20, 2011 MEETING AGENDA

*Motion was made to approve the July 20, 2011 LEPC Meeting Agenda by Tom Taormina. This motion was seconded by Mike Nevin. All present in favor. Motion carries.*

### APPROVAL OF APRIL 13, 2011 MEETING MINUTES

*Motion was made to approve the April 13, 2011 LEPC Meeting Minutes by Mike Nevin. This motion was seconded Tom Taormina. by All present in favor. Motion carries.*

Chairman Curtis gave a brief explanation of public comment and the new NRS on Open Meeting Law.

### APPROVAL OF MID-CYCLE HMEP GRANT APPLICATION

Cherie Nevin presented to the group the Hazardous Materials Emergency Planning Mid-Cycle Training Grant to the group. C. Nevin advised that this grant is in the amount of \$4,875.00 to send 25 individuals to the Fire Shows Reno Hazmat Program in Reno, October 24-26, 2011. She advised that these 25 individuals will be a mix of First Responders and Private Industry LEPC Members whose are

responsible for health and safety functions at their place of business. Individuals attending the Fire Shows Reno Hazmat Program will be given the tools to prevent, mitigate and respond to hazardous materials incidents.

The first and foremost goal of this grant is to provide training to prevent, mitigate and respond to hazardous materials incidents. As members of the Quad County Hazardous Materials Response Team it is imperative that Storey County's First Responders are trained to the highest levels possible.

***A Motion was made to approve the Mid-Cycle Hazardous Materials Emergency Planning Grant by Mike Nevin this motion was seconded by Rob Palmer. All present in favor and motion carries.***

**REVIEW DRAFT OF PROPOSED REVISIONS TO THE STOREY COUNTY LOCAL EMERGENCY COMMITTEE BY-LAWS**

Chairman Curtis advised the membership that the proposed by-laws changes for the Storey County LEPC had been emailed to the entire membership several weeks back for review and possible approval at today's meeting. The suggested changes revolve around the appointment of the Chairperson and Vice Chairperson. The Chairperson of the LEPC shall be the Storey County Director of Emergency Management as appointed by the Storey County Commissioners. The Chairperson will serve in this capacity as long as in the position of Director of Emergency Management.

The Vice-Chairperson shall be the Storey County Assistant Director of Emergency Management. The Vice-Chairperson will serve in this capacity as long as in the position of Assistant Director of Emergency Management.

This change is similar to what most of the other counties do. The proposed changes also removed the fixed 2 year term and made this an infinite term based on the position.

***A motion was made to approve the Storey County LEPC By-Law as presented by Tom Taormina. This motion was seconded by Rob Palmer. All present in favor and motion carries.***

**GRANTS**

Cherie Nevin- gave overview of grants that we currently have open with balances to date:

**OPEN GRANTS**

GRANT NAME	AWARD	EXPENSES	BALANCE	NOTE
12-SERC-15-01	\$ 33,999.00	\$ -	\$ 33,999.00	SCBA , Message Board, Traffic Trailer
11-HMEP-15-02	\$ 21,900.00	\$ -	\$ 21,900.00	Update of Hazmat Response Plan
12-UWS-15-01	\$ 29,937.00	\$ -	\$ 29,937.00	Emergency Ops Plan/SCBA/Cameras/Shed
11-SERC-15-02	\$ 40,000.00	\$ 15,000.00	\$ 25,000.00	Fire Shows Reno Planning Grant
	\$ 91,837.00	\$ 15,000.00	\$ 76,837.00	

**PENDING GRANTS**

GRANT NAME	AWARD	EXPENSES	BALANCE	NOTE
HMEP TRAINING	\$ 4,875.00			Awaiting Grant Award- 25 to Fire Shows Reno

**EMERGENCY MANAGEMENT DIRECTORS REPORT- Chairman Curtis**

- Primary thing we have been working on lately is the COOP Project. Cherie and Joe sit on the Task Force for this project. Gave a background on the funding from Homeland Security and administered by Washoe County. NRS State Law saying that we must have COOP plans that is a direct result of 2 presidential directives. COOP is a plan that is place that in the event of a disaster or emergency that affects daily operations that we have a plan to know what to do.

We have had good participation from several of the departments and working more one on one with several of the departments. Talked about the IT sector in the plan. October 4-5, 2011 COOP Workshop and Private Industry participation in this event. We want to try and get as many of our business partners to attend this conference. Will be given tools to put together a plan.

- Spill Reporting- Hazmat Spills being reported direct to NDEP and not to local responders. State Laws that requires any spills to be reported to the local LEPC. Rob Palmer reported that the reporting requirements are 25 gallons or more of liquid to the environment, if it's an indoor spill not required to report to NDEP. 200lbs is another threshold, could be solid or liquid or 3 cubic yards or any amount into the water. Businesses also have federal reporting requirements 40 CFR 304.2 which is a list of materials that are considered reportable. A whole list of requirements for reporting. EPCRA requirements may be a little different than these. Report any kind of release as rule of thumb. Do more public awareness campaign on reporting. Saorja Cunningham suggested running this through the Community Business Watch Program to notify businesses. Recently had a spill at Tracy Power Plant. Been working with Hardie Board on their Emergency Response Plan and making sure that their plan will function correctly.
- Reminder in regards to the Amtrak Train Accident- Storey County has three emergency shelter trailers that can provide for 100 people at each one of these trailers. Also have a Mass Casualty Trailer and a Mass Fatality Trailer. Churchill County used these trailers during their response to that event.

### **COOPERATING LEPC MEMBERS REPORTS**

John Michael Mendoza- Sheriff's Office: Planning on relocating some resources to other places within the county and Joe stressed importance of SO participating in the COOP. John Michael will pass this information along and will follow-up. Good working relation on the Business Community Group and the goal is to prevent crime before it happens. Taking proactive steps to prevent as much as possible. Planning the National Night Out on August 2<sup>nd</sup> and hope to have participation on this- will be held at the Lockwood Park and at Miner's Park in Virginia City.

Tom Taormina- West Coast Emergency Communications Conference was held in Reno in May and did an emergency planning exercise during the Japan exercise, reviewed this response during the conference. Got and FCC license for the EOC and will have its own call sign.

Saorja Cunningham- Doesn't have an emergency plan in place but working with the business watch group. Wants to get all businesses on the same page. Joe asked for her to notify Emergency Management when the Business Watch meetings are being held. At least 4 or 5 businesses being represented at the meetings. Had training from SO and from Dispatch over the course of the last several meetings.

Rob Palmer- Hired Jeff Irwin took a 10% cut on July 1<sup>st</sup> in their department. Recently had hiring for deputy administrator and also bureau chief and lots of new faces. They are bare bones. Jeff is heading up Meth program and helping Rob with Environmental Assistance  
Carson River Mill Site letters are being sent out for permission for archeologists to come on site and do a visual assessment of the site. There are 200 of these. Joe has photos of old mill sites and Rob will pass this along to Jeff Yates. Back when program started bought hand held radios and mobile radio got on same frequency as the EPA. Working with State Parks and NDF to get onto their communication systems in the field they will be carrying handheld radios and are VHF system. Joe suggested putting in Storey County frequencies.

Shannon Gardner- filling in for Dean Haymore. Three members of the Storey County Community Development Staff recently attended class on post earthquake structural evaluation to help assess if structures are safe after earthquakes. Stacey from building has been at some of the COOP Trainings. Looking forward to seeing the schedule of classes for the Fire Show-attended last year and really enjoyed. Shluter Industries- German Tile and Specialty Building products- working towards Gold Level LEED Cert will be the 1<sup>st</sup> in Nevada for this honor. Working with Red Cross on their Distribution Facility.

Deny Dotson- Second Annual Off Road Race Sept 9-11, 2011 sponsored by Gilman's. Have a meeting for this event on August 4, 2011 at 10:00 a.m. in Virginia City. Expecting about 3000 spectators for this event. Jeep Posse BBQ in Virginia City on July 30, 2011.

Holli Kiechler- Working on the COOP Process as well as putting together Public Information Officer kits for their office to put in vehicles.

Cindi Mitchell- busy serving over 10 million pounds of food out of their facility last year. Have been working on Disaster Plan for their organization as well as the COOP Training.

Roy Jensen- Red Cross has five large warehouse buildings in the US all a result of Katrina and the ability to respond and relieve suffering. Currently located on Parr in Reno- moving into 255 USA Parkway in Storey County. The plan is for racking, this is a one person operation. This building responds to very large national responses such as San Diego Wildfires and some major US Floods. This facility is a backup for all of the other facilities- moving in about two months. Invited folks to come visit once they move in. Initial plan was to move this to Fresno. Pro Logis gave a great offer- looking at a 10 yr plus lease. Joe talked about arranging folk lift drivers available to Red Cross when needed. Could work to develop a resource list.

Tanya Mielli from the Red Cross reported that they responded to the Amtrak incident as a result will be revising their Mass Fatality annex to their plan. Looking at COOP Planning and has a volunteer who does this sort of thing. Has some business preparedness programs and working to get instructors trained to get these programs out. Have a ready rating program assessment on preparedness. Will get the info available to LEPC.

Mike Nevin reported that the Vulnerability Assessments for Virginia City Water Treatment and Waste Water Facilities was completed earlier this year and are currently working to get some of the suggestions put in place.

Vanessa DuFresne- working on the COOP Plan for the Clerk Treasurer.

Joe Curtis- working with Nevada Seismology Lab and installing a seismograph in Virginia City. There should be a total of three in the county by the end of the year. Virginia City is listed as the third most likely place for Earthquake.

## **INCIDENT REVIEW**

Chairman Curtis reported that we haven't had any significant responses during this past quarter. We have responded to several small spills but nothing significant.

Rob Palmer asked about an incident report that he had sent in regards to the Storey County Swimming Pool. Mike Nevin reported that the report turned out to be bogus. The State Health Department inspected the pool and gave a clean and excellent report and nothing was found. The State Health said that we have run of the best run swimming pools around.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

***Motion was made for adjournment at 11:30 a.m. by Tom Taormina. All present in favor. Motion carries.***

***Please note that the next meeting will be held on October 12, 2011 in Virginia City.***

*Respectfully Submitted by: Cherie Nevin*

*Please note that these minutes are in draft format and are scheduled for approval at the next LEPC. These minutes are presented in a summary format and are not verbatim.*