



Washoe County Local Emergency Planning Committee (LEPC)

General Membership Meeting
Minutes

December 16, 2021 10:00 A.M.
Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/DETERMINATION OF QUORUM [Non-action item]

Chair Millette called the meeting to order at 10:07 a.m. A quorum was established.

PRESENT: Marc Bello – WCSO; Tracy Moore – WCSO; Roy Anderson – WCSO; Michael Perry – WCSO; Andy Ancho - RFD; Shawn McEvers – SFD; Russell Barnum - NLTFPD; Dale Carnes – RTAA; Francisco Vega – WCHD Air Quality; Eric Millette – SFD; Michelle Bays – DA; Kelly Echeverria – WCEM; Jessica Adams – WCEM; Brian Taylor – REMSA; Paul Burton – REMSA; Tammy Oliver – IHCC; Sabrina Brasuell – IHCC; Brittany Nevin – VA Hospital; Stanton Tang – KOLO-TV; Matt Williams – UNR; Scott Alquist – TMCC; Ben Davis – TMCC; Dave Hunkup – RS Indian Colony; Jonathan Prichard - Pyramid Lake Paiute Tribe; Ian Dasmann – TMWA; Joe Oleciregui - CERT; and Elizabeth Breeden – NV Energy

ABSENT: Elizabeth Kunz – RPD; Daniel Bond - RPD; Bill Harvey - WCSO; Sierra Hooft - UNRPD; Chris Jones - SFD; Jim Kindness - SFD; Jim Nelligan – NLTFPD; Joe Kammann – TMFPD; Mark Jongsma – RTAA; Eric James – UNRPD; Ryan Rizzuto – TMFPD; Charles Moore – TMFPD; Alex Kukulius - TMFPD; Andrea Esp - WCHD; Dennis Nolan - SERC; Jessie Latchaw – IHCC; Kent Choma - NNMC; Chris Long – WC Tech Services; Rob Reeder – RTC; Cody Shadle - RPSD; Chris Rowe – SPD; Todd Kerfoot – REMSA; Ryan Sommers – NLTFPD; Shyanne Schull – WC Animal Services; Chris Hicks – DA; John Gurriere – DA; Julia Ratti - SL; Rebecca Knapp – RPSD; Tammy Wines-Jennings – WC Animal Services; Mechelle Arenque – VA Hospital; Angela Reich – RTC; Wade Barnett – KOLO-TV; Ed Pearce - KOLO-TV; Amanda Windes – UNR; Spencer Lewis – UNR; Nida Harjo – RS Indian Colony; Don Pelt – Pyramid Lake Paiute Tribe; Lance Chantler – RS Indian Colony; Quinn Korbolic – WC Tech Services; David Paulon – Pyramid Lake Paiute Tribe; Stephanie Rennick - NV Energy; Daniel Thayer – RS Indian Colony; and Dominica Yturbide – RPSD.

Also present: Legal, Nate Edwards; Megan Sullivan - LEPC Secretary/Treasurer

2. PUBLIC COMMENT –

Dave Hunkup of the Reno-Sparks Indian Colony shared that this meeting will be his final LEPC meeting as he is retiring.

Stanton Tang from KOLO TV also shared that he will be moving to Michigan and that this will be his final LEPC meeting.

3. Approval of October 21, 2021 General Membership Minutes – FOR POSSIBLE ACTION – Eric Millette, LEPC Chair

It was moved by Kelly Echeverria, seconded by Shawn McEvers to approve the minutes as written.

There was no public comment.

The motion passed unanimously.

4. LEPC Officer Elections – FOR POSSIBLE ACTION – Elections of the Vice Chair and At Large.

Eric Millette explained that each year the Vice Chair moves to the Chair position and a new Vice Chair and an At Large position are elected. Megan Sullivan stated a survey had been sent to all members for voting purposes. For the Vice Chair position, there was only one nominee, Andy Ancho. Ms. Sullivan then asked all members to take a moment to fill out their ballot. Kelly Echeverria asked if those who were on the ballot for other positions would like to say anything to represent themselves. Dale Carnes, a member on the ballot for the At Large position, joined the call and asked for clarification on what the position entails. Eric Millette explained that the At Large position is there to fill in when the Vice Chair or Chair are not available, they participate in different board meetings that are held, and they also help with off-line organization and tasks for LEPC as a whole.

Eric Millette announced that Andy Ancho was elected Vice Chair, and Roy Anderson was elected At Large based on the LEPC vote.

5. Review and Approval of Annual LEPC Updates – FOR POSSIBLE ACTION – Yearly approval of the updated LEPC Plan including form NRT1A, membership list, equipment lists, letter of promulgation, training/exercise schedules, Level of Response Questionnaire, Exercise Report, and By-Laws – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria presented the yearly Regional Hazardous Materials Emergency Response Plan which includes HAZMAT training and exercises. She explained that in 2021 there was a Tabletop Exercise at the airport in the summer and in 2022 there will be the Region-wide Functional exercise also at the airport.

Kelly said that this report has already been presented in the Executive Committee Meeting and was approved but is still needing approval from General Membership. She summarized the remaining items included in the report for the members, including the NRT1A, Membership List, Equipment List, Letter of Promulgation, TEPW, By-Laws, Level of Response Questionnaire, and the Hazmat Plan as a whole. Ms. Echeverria advised that once approved, Brian Taylor would sign the documents, which would then be sent to SERC.

It was moved by Dale Carnes, seconded by Brian Taylor to approve the updated LEPC Plan and yearly updated documents as presented.

There was no public comment.

The motion passed unanimously.

6. Secretary/Treasurers Report – FOR POSSIBLE ACTION – Information on existing FY 22 Operations, Planning, Training, and Equipment (OPTE), FY 22 United We Stand (UWS), and FY 21 Hazardous Materials Emergency Preparedness (HMEP) Mid-Cycle Grants. Information and upcoming LEPC grants, member information, and trainings. – Megan Sullivan, LEPC Secretary/Treasurer

Megan Sullivan presented on the yearly Secretary/Treasurers Report. She explained that for the FY 22 OPTE grant, \$10,000 has been expended to replace safety harnesses as well as \$3,600 of the LEPC transcription services. There is a remainder of \$18,640 dollars which has not yet been spent. For the FY 22 UWS grant, Washoe County Sheriff’s Office spent \$1,773 on lasers and REMSA purchased bollistic helmets for \$15,122.

State Emergency Response Commission (SERC)

FY 22 – Operations, Planning, Training, Exercise (OPTE) \$29,000 \$18,640 6/30/2022

- Operations	\$3,640	LEPC	\$4,000
- Equipment:	\$25,000		\$25,000
• Toxic Vapor Analyzer	\$15,000		Reno Fire Department (TRIAD)
• Replacement Harnesses for SCBAs	\$10,000		Washoe County Sheriff's Office

FY 22 – United We Stand (UWS) \$32,000 \$15,103.56 6/30/2022

- Ballistic Helmets	\$15,122.50	REMSA	
- Ballistic Plates	\$15,122.50	Truckee Meadows Fire Protection District	
- Lasers	\$1,773.94	Washoe County Sheriff's Office	

FY 21 – Hazardous Materials Emergency Preparedness (HMEP) \$7,770 \$0 11/30/2021

- HAZWOPER Course	\$1,800	Reno Police Department
- HAZWOPER Train the Trainer	\$5,970	Reno Police Department

Homeland Security Grant Program (HSGP)

FY 20 State Homeland Security Grant – COOP	\$195,000	\$97,207.59	
FY 20 State Homeland Security Grant – Program Assistant	\$92,000	\$67,936.47	
FY 21 State Homeland Security Grant - COOP	\$180,000	\$180,000	Accepted on 12/14
FY 21 State Homeland Security Grant – Program Assistant	\$75,000	\$75,000	Accepted on 12/14

Application Updates

N/A

There were no application updates. She noted that there is still money for HMEP available and encouraged members to apply for training and exercise funding. Brian Taylor added that it can also be used to back-fill past training or exercises.

Eric Millette added that the city of Reno was recently awarded a Homeland Security grant for more HAZMAT equipment as well as to pay for equipping fire engines in Washoe county with new gas detectors to replace old technology.

7. Presentation of Updates to the Regional Emergency Operations Plan (REOP) – A presentation discussing the changes recently made to the REOP. – Kelly Echeverria, Washoe County Emergency Management

Kelly Echeverria explained that annually the REOP is reviewed and updated. She said that in the upcoming year, the goal was to establish a backup Regional Emergency Operations Center (REOC). One possible location was the South Valleys public library in the case that the EOC is unavailable. Some small changes were also made to the document such as adding providers, updating population numbers, and making minor grammatical changes.

8. Update on Regional Emergency Management Events - A briefing of regional meetings, events, trainings and exercises. – Kelly Echeverria, Washoe County Emergency Manager

Kelly Echeverria said that the county IPPW meeting is scheduled for today. She explained that there is a shared calendar going around where dates should be documented so that planning going forward will have fewer conflicts and trainings offered can fill possible gaps.

9. Update on the Radiological Task Force - A briefing on current radiological issues within the region - Scott Alquist, Truckee Meadows Community College (TMCC)

Scott Alquist advised there is nothing of radiological importance happening in the area at this time.

10. Update of Washoe County Citizen Corps - A briefing on events and activities supported by the Washoe County Citizen Corps including, but not limited to, Community Emergency Response Teams (CERT) – Joe Oleciregui, Washoe County Sheriff's Office (WCSO) or Designee

Joe Oleciregui explained that CERT responded to three emergency events, nine public events, and held 104 trainings. There were 35 graduates of the program, with 30 becoming active volunteers. He mentioned that there is a CERT academy coming up in January and invited members to join.

11. Update on State Emergency Response Commission – A briefing on grants status and State Emergency Response Commission (SERC) happenings – Tami Beauregard or designee

Tami Beauregard was not present. Eric Millette said that there have been some changes in personnel at the SERC level.

12. Training Review – Briefing on trainings that have occurred in the past 2 months and requests for future trainings. Upcoming Trainings. – Eric Millette, LEPC Chair

Eric Millette stated he does not have updates at this time. No other members added comment for this item.

13. LEPC chairman/board member announcements/items and selection of topics for future meetings
- No discussion among committee members will take place on this item. The next regular meeting is scheduled at February 17, 2022 at 10:00 a.m.

Eric Millette advised this meeting will be his last on the board so he can focus on other projects.

Brian Taylor thanked Eric Millette for his service to the committee.

14. Public Comment –

There was no public comment.

Kelly Echeverria thanked Dave Hunkup, Stanton Tang, and Eric Millette for their service in LEPC.

Shawn McEvers and Brian Taylor also thanked Eric Millette for his service in LEPC.

15. Eric Millette adjourned meeting at 10:52am.