

MINUTES
of the meeting of the
CARSON CITY
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
December 4, 2007

The Carson City LEPC held a public meeting on December 4, 2007, beginning at 1:30 p.m. in the meeting room of Fire Station No. 1, 777 S. Stewart Street, Carson City.

1. Call to Order and Roll Call

The meeting was called to order by Chair Stacey Giomi. Voting members present were Robert Charles, Jonathan Crawford, Dave Dawley, Stacey Giomi, Phillip Harrison, Linda Hurst, Hank Lucas, Lee Radtke, Ray Saylo, Darren Selby, and Tom Tarulli (which constituted a quorum).

Voting members absent were Steve Albertsen, Brian Crowe, Kevin Curnes, Bonnie Parnell, and Cliff Sorenson. Non-voting members absent were Jerry Evans, Keith Forbes, and Rhett Milne.

Also present were Stacey Belt (Carson City Health & Human Services), Bruce Ferrel (State Emergency Response Commission (SERC)), Vicky Fogelman (Carson City Health & Human Services), Marjorie Knowles (Carson City Communications), Steve Matles (Inter-Hospital Coordinating Council/Renown Health), and Stephanie McCarty (Washoe District Health).

2. Approval of September 11, 2007, Meeting Minutes

It was moved by Lee Radtke, seconded by Jonathan Crawford, with motion carried, that the minutes of the September 11 meeting be approved as submitted.

3. Public Comments and Discussion

- Hank Lucas stated that Steve Matles and Stephanie McCarty were present to talk about the Multi-Casualty Incident Mutual Aid Evacuation Annex put together by Washoe County and Washoe County Public Health with the coordination of the Inter-Hospital Coordinating Council. He stated that this annex has become the evacuation process for the hospitals in Washoe County.

As background, Steve (as Chair of the Inter-Hospital Coordinating Council) stated that the area hospitals have been meeting since 1993 to deal with emergencies that affected the health care of the hospitals and acute care of the community. The mutual aid evacuation annex to the District Health Department's Multi-Casualty Incident Plan was developed in

2000, and they now want to broaden the scope of this document so there would be cross-over services to cover the contingency of a hospital having a “bad day” and having to evacuate. There was a requirement in the plan for the local government to declare an emergency and make a disaster declaration as the situation unfolded so that non-public entities would also become involved. Steve said that they would basically like to have the hospital which was having the bad day to be able to make only one call to bring all the acute care hospitals in the area together.

Hank mentioned that the Carson Tahoe Regional Medical Center does have a plan in place but will be signing onto this current document after further assessment in order to coordinate with Washoe County. He further mentioned that in addition to working on this matter internally within the hospital, they will also look at how the overall community would respond to it. There was then some discussion regarding various issues in regard to how the plan would work once in place.

- Bruce Ferrel of the SERC mentioned that the FY 2009 SERC grant application will be coming out in the latter part of January, with a due date of early March, and that the SERC will determine at its January 10 quarterly meeting the amount of funds that will be available in the grant application kits.

4. Discussion/Action to Appoint Vicky Fogelman, Carson City Health & Human Services Director, as a Voting Member of the LEPC (Health Category Representative)

Stacey Giomi stated that Vicky Fogelman has replaced Daren Winkelman, who had been the Health Category representative on the committee, as the Health & Human Services Director for the City. It was then moved by Phillip Harrison, seconded by Hank Lucas, with motion carried, that Vicky Fogelman be appointed as the Health Category representative on the LEPC.

5. Discussion/Action to Accept the FY 2008 U.S. Department of Transportation, Hazardous Materials Emergency Preparedness Grant Award Received from the State Emergency Response Commission

Stacey Giomi said that the committee had approved the submission of this grant at its last meeting and that twelve attendees had attended the HazMat Explo in Las Vegas using these funds. It was then moved by Robert Charles, seconded by Darren Selby, with motion carried, that this grant award be accepted.

6. Discussion/Action Regarding the Annual Review/Revision of the LEPC’s Membership List

The committee reviewed its membership list, with Stacey Giomi mentioning that Yvon Weaver had just recently indicated she no longer wanted to serve on the committee, so her name had been removed as a non-voting member. Yvon had represented the transportation (aviation) category, but since the committee has another transportation (ground) representative from the

school district, this required category was still being covered. Also, Vicky Fogelman's name will be added as a voting member of the committee as her membership had been approved earlier in the meeting.

It was then moved by Hank Lucas, seconded by Dave Dawley, with motion carried, that the committee's membership roster be approved.

7. Discussion/Action Regarding the Annual Review/Revision of the Carson City Hazardous Materials Emergency Response Plan

Stacey Giomi stated that after e-mailing a copy of this Plan to LEPC members, no requests for changes had been received, and that the only changes he had made to this Plan were an update to the chemical inventory listing and a change in the last name of the Executive Director of the SERC. He also stated that the SERC requires an update to the Level of Response Questionnaire in conjunction with the update of this Plan, and that there were no changes from the last submission of the questionnaire dated January 2, 2007.

It was then moved by Lee Radtke, seconded by Jonathan Crawford, with motion carried, that the Hazardous Materials Response Plan with the changes indicated and the Level of Response Questionnaire be approved.

8. Discussion/Action Regarding the Annual Review/Amendment of the LEPC's Bylaws

Stacey Giomi stated that there had been no submitted changes to the Bylaws with the exception of removing Aviation Transportation from the list of non-voting members on page 2. Vicky Fogelman suggested that under Article II-Purposes, paragraph 4, terrorism be added as a component. Stacey said that the language of that paragraph would then read "To facilitate the development of a community emergency preparedness and planning program for hazardous materials, other technological emergencies/disasters, natural disasters/emergencies such as earthquakes and floods, and terrorist incidents."

It was then moved by Vicky Fogelman, seconded by Hank Lucas, with motion carried, that the Bylaws be amended to reflect the removal of the Aviation Transportation category and the change of language as discussed.

9. Report of the October 11 Quarterly SERC Meeting

Stacey Giomi reported on this meeting as follows:

- There was a presentation by Las Vegas Metro, which was working on a statewide initiative for collecting and sharing intelligence information on a statewide basis. Once this becomes operative, a fusion center will be established in the north and the south, allowing the regions to share information across jurisdictional and multi-disciplinary lines. Part of this process will involve identifying facilities that are potential target hazards using Department of

Homeland Security criteria, with emergency response personnel then having access to the plans of those facilities.

- The State Fire Marshal's Office talked about the process for granting funds to LEPCs and ultimately to responding agencies for hazardous materials training support. Carson City was currently waiting for the State Fire Marshal's Office to put a procedure in place allowing the City to access some training dollars directly without having to go through the full SERC.
- The database for allowing agencies that need a hazardous materials permit to report directly through an online process was still in development. However, this process will be used only for the state permitting process—and not for federal reporting.

10. Reports from LEPC Members

- Ray Saylo stated that the new address of the Sheriff's Office was 911 E. Musser.
- Ray also reported that Carson High School conducted an exercise locking students down in the event of an emergency. This was accomplished in 20 minutes, and although the school district discovered a few issues that needed to be dealt with internally, he felt that the exercise had been extremely successful from a law enforcement standpoint.
- Darren Selby stated that he would highly recommend the HazMat Explo training to anyone who was considering attending next year, as he received very good training this year.
- Lee Radtke reported that the Community Emergency Response Team had recently been involved in an earthquake exercise, including search and rescue, and that the drill was very successful. An animal control component had also been included in this exercise, and this also went very well.
- Hank Lucas mentioned that the hospital recently observed a demonstration of a machine that could decon any cubic space (including both individual rooms and EMS units) that were completely sealed off. This machine puts out a very fine vapor and will decon almost anything on the surface. It consists of two units—an emitter and a blower—at an approximate cost of \$50,000, and the hospital will be looking into purchasing one.
- Tom Tarulli mentioned that the Fire Department provides first aid and CPR classes to the community on the third Friday and Saturday of each month at a nominal cost. Also, if an organization had more than seven people it wanted trained, the fire department could provide the training at the business itself.

- Vicky Fogelman updated the committee on the various grant activities in which Health & Human Services was involved for the year. She mentioned that the department needed the input of many different agencies to accomplish the goals of the grants. Vicky said that the major area for the CDC subgrant was material acquisition and distribution, which would involve resolving numerous issues. Although the department has a basic plan for this, it will be developing a more Carson-specific plan, and wanted to work with this group in both developing the plan and exercising it. Vicky will be sent the Carson City Hazardous Materials Resource Directory in order to determine what resources were currently in place within the community.

Vicky mentioned that other areas being worked on were:

- Early biological event detection (they are trying to develop functional requirements for the gathering of medical intelligence)
- Continuity of operations planning for long-term events (anyone interested in obtaining a short briefing on this matter should contact her)
- Statewide mass dispensing (although the City has successfully conducted mass dispensing, the State wants to make sure that the City also ties into them)
- Isolation and quarantine (a very specific plan for Carson City was needed in this regard and the State was also currently developing a plan which was proposed to go into law this upcoming legislative session)
- Interoperability communications (not just between hospitals, but between hospitals and public health and the local EMS agencies)
- Bed-tracking systems (including one being developed by the State)
- Database of medical providers (which in addition to including pre-identified and pre-credentialed providers will include information on those in ancillary areas)
- Fatality management plan (which will need to be a coordinated plan with the State)

Vicky mentioned again that these areas required the support of many agencies and that her department would be contacting many committee members for assistance.

11. Next Year's Meeting Dates

Stacey Giomi stated that in continuing the current schedule of meeting dates, next year's meeting dates would be March 4, June 3, September 9, and December 2.

12. Adjournment

It was moved and seconded, with motion carried, that the meeting be adjourned at 2:34 p.m.

Recorder: Judy Dietrich