

MINUTES
of the meeting of the
CARSON CITY
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
June 2, 2015

The Carson City LEPC held a public meeting on June 2, 2015, beginning at 1:30 p.m. in the meeting room of Fire Station No. 51, 777 S. Stewart Street, Carson City.

1. Call to Order

The meeting was called to order by Chair Robert Schreihans at 1:33 p.m.

2. Roll Call and Determination of a Quorum

Voting members present were Nicki Aaker, Stacey Belt, Lisa Christensen, Brian Crowe, Mark Cyr, James Freed, Jeff Melvin, P.K. O'Neill, Bob Schreihans and Dan Shirey, which constituted a quorum.

Voting members absent were Dave Dawley, Phillip Harrison, Joni Maestretti and Tom Tarulli.

Non-voting members absent were Jerry Evans, Keith Forbes, and Chris Smallcomb.

Also present were Angela Barosso (Carson City Health & Human Services).

3. Agenda Management Notice – Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

4. For Possible Action: Approval of March 3, 2015 Meeting Minutes

It was moved by Dan Shirey, seconded by James Freed, with motion carried unanimously, that the minutes of the March 3 meeting be approved as submitted.

5. Public Comments and Discussion

There were no public comments.

6. For Possible Action: To approve the assignment of alternate Committee Members for each voting member to act/vote on their behalf in the event of an absence.

Stacey Belt relayed information received from the District Attorney's office, stating that according to the bylaws, only LEPC Members could vote on action items. More clarification is needed from the District Attorney's office, as it was decided by the majority of members that having an alternate (that is already a Committee Member) would not help in a quorum situation.

P.K. O'Neill described the "written proxy" process, and added that this may be of benefit to the LEPC, in the matter of Committee Member absence.

Angela Barosso recommended getting further information regarding naming alternates for voting Members. Stacey Belt agreed, and stated that the proxy theory will need to be pursued after review with the District Attorney's office.

7. Report on activities associated with the Citizen Corps Council Initiatives (Discussion Only – No Action)

Stacey Belt reviewed the three volunteer organizations overseen by Carson City: Community Emergency Response Team (CERT), Medical Reserve Corps (MRC) and Volunteers in Police Service (VIP).

Stacey reported that the CERT team meets monthly and has been reviewing skills-based training. This month, she and Chief Tarulli have been working on fire rehab training for volunteers who would assist in case of any fire events to hit Carson City. She also mentioned that Carson City is hosting its second regional CERT Team Rodeo on June 27. Stacey described the CERT Rodeo as a fun, skills-based competition between neighboring teams. This year, Carson City, Storey, Lyon, Douglas and Washoe Counties, as well as Incline Village were expected to participate.

Lisa Christensen inquired about Tribal participation, and Stacey said she would forward Lisa the necessary information.

Angela Barosso reported activity by the MRC. She described the National Day of Action Calldown Drill, in which volunteers were contacted regarding checking carbon monoxide and smoke detectors in homes within the last 60 days. Angela noted that roughly eighty percent of volunteers responded that they had.

With summer upon us, Angela addressed the season for First Aid Booths. She said the MRC will staff First Aid Booths at the following events: Carson Valley Days, the State Fair and Douglas County Air Show.

There was no report from the VIP.

8. Report on activities associated with the Community Health Care Coalition (Discussion Only – No Action)

Angela Barosso reported on the Public Health Preparedness and Hospital Preparedness Activities as follows:

- Staff continues to participate in the Inter-Hospital Coordinating Council meeting
- Planning for Rural Preparedness Summit - scheduled June 10 & 11, 2015 at the Fallon Community Center
- Part of planning committee and triage coordinator for Remote Area Medical (RAM) scheduled October 16-18, 2015 at Carson High School
- Presented preparedness information at two senior living facilities and at the Carson Nugget Senior Celebration
- Participated in first statewide Crisis Standards of Care Workgroup meeting; will be reaching out to partners to participate in future
- As part of the Northern Nevada Access and Functional Needs Workgroup, helped develop a survey for EMS providers to identify desired training and/or resources needed when responding to vulnerable resources
- Scheduling Carson City School District flu vaccinations for week of September 14 (four county area)

9. Reports of Committee Members (Discussion Only – No Action)

- Nicki Aaker described the process of document submittal for Public Health Accreditation. The submittal included over one thousand pages. After the documentation is reviewed, a site visit will be scheduled toward the end of the year. Nicki explained that the Centers for Disease Control (CDC) is aligning grant deliverables to accreditation, and is an unofficial advantage for funding.

- Introductions of Committee Members and others in attendance were made to P.K. O'Neill, as he had not attended a LEPC meeting since his initial appointment in December, 2014.
- Stacey Belt reported that Emergency Management had submitted a grant application to the Department of Emergency Management (DEM) for a dedicated generator for the Carson City Multi-Use Athletic Center (MAC), which was successful. The generator would service the building as a shelter or evacuation center, if needed, with its own independent power source.
- Dan Shirey explained the Advanced Flammable Liquid Training which will take place in August at the Carson City Training Facility. Richard Brenner, the Hazardous Materials Coordinator for Clark County Fire Department, acquired grant funding to supply training on the transportation of these hazardous materials. The training will be conducted by Specialized Response Solutions in three, one-day classes.
- Lisa Christensen reported on the State Communications drill event which will be conducted on June 17. The Inter-Tribal Emergency Response Commission (ITERC) and FEMA will partner on this exercise. ITERC purchased 23 coms boxes (which include tablets, satellite phones and radios). The drill will test communications between tribe-to-tribe, tribe-to-state and tribe-to-counties.
- Mark Cyr stated that ninety members of his team had completed ICS and Serve Safe training.
- Stacey Belt commended the Salvation Army's participation in the Family Assistance Center Drill which was held on April 28.
- Brian Crowe explained that training of new Emergency Coordinators will begin next week at Western Nevada College, to prepare for internal response prior to emergency personnel arrival (in case of emergency events).
- James Freed announced a Chemical, Biological, Radiological, Nuclear, and Enhanced Conventional Weapons (CBRNE) class will be offered July 7 and 8. The class is free of charge, and will be offered to medical personnel for 3 CME units. He also defined the Joint Commission and Center for Improvement of Healthcare Quality (CIHQ), and explained how the CIHQ recommends that Emergency Operations Plans be in their format. James has been in the process of completing that formatting.

- Angela Barosso explained that there were funding opportunities available through the CDC and Hospital Preparedness, due to the global Ebola outbreak. Angela reviewed the timeline for training and planning to be supported by the funding.

10. Next Meeting Date: September 1, 2015

11. Public Comment

There was no public comment.

12. For Possible Action: To adjourn

It was moved by Dan Shirey, seconded by Mark Cyr, with motion carried unanimously, that the meeting be adjourned at 2:07 p.m.

Recorder: Kristen Pradere