

**MINUTES**  
**of the meeting of the**  
**CARSON CITY**  
**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**  
**March 1, 2016**

The Carson City LEPC held a public meeting on March 1, 2016, 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.

**2. Roll Call and Determination of a Quorum**

Voting members present were Stacey Belt, Brian Crowe, Mark Cyr, James Freed, Phillip Harrison, P.K. O'Neill, Robert Schreihans, Dan Shirey and Ann Wiswell, which constituted a quorum.

Voting members absent were Nicki Aaker, Lisa Christensen, Dave Dawley, Jeff Melvin and Tom Tarulli. Non-voting members absent were Jerry Evans, Keith Forbes and Chris Smallcomb.

Also present were Angela Barosso (Carson City Health and Human Services), Caleb Cage (Nevada Division of Emergency Management), Matthew Shafer (Western Nevada College), Jim Shirk (Carson City Board Supervisor), Kelly Thomas (Nevada Department of Environmental Protection) and Iris Yowell (Carson City District Attorney's Office).

**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 December 1, 2015 Meeting Minutes**

It was moved by Stacey Belt, seconded by Phillip Harrison, with all eyes in favor of the minutes of the December 1 meeting be approved as submitted.

**5. For Possible Action: To appoint Jim Shirk (Carson City Board of Supervisors) as the Elected Official representative to the LEPC**

It was moved by Brian Crowe, seconded by Stacey Belt, with all eyes in favor for Jim Shirk to be appointed as the Elected Official representative to the LEPC.

**6. For Possible Action: To review and approve the 2017 State Emergency Response Commission (SERC) Planning, Training, Equipment and Operations Grant Application**

A copy of the HMEP mid-cycle grant application was distributed. Dan Shirey reviewed the grant application, giving the reasoning behind items listed on the grant budget. Dan described the Hazardous Materials team and Fire Department goals of replacing all Motorola HT radios with P-25 compliant APX 6000 VHF 2.5 models (FCC requirement). The radios purchased with this grant funding would complete the second phase of a four year replacement process.

Dan listed the second item on the grant application budget – a new laptop computer for the Haz Mat unit. Because the current laptop computer is four years old, and does not have the capability of operating with the new Satellite system (purchased this year with 2016 SERC Grant funding), Dan explained the importance of updating computer equipment with the current technology necessary for operation.

Dan finished the application budget item breakdown by describing the Push-to-Talk switches, which would make the newly-purchased radio equipment more effective. Bob Schreihans followed up by describing the connectivity capabilities of the radio equipment, as well as examples of how the radios will function during use.

It was then moved by Mark Cyr, seconded by Brian Crowe, all eyes in favor of the Committee approving the submission of the FY 2017 SERC Planning, Training, Equipment, and Operations Grant application as described to the State Emergency Response Commission.

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

Stacey Belt reported on Community Emergency Response Team (CERT) activity. She described the 24-hour training session which will take place March 11-13, which concentrates on community response skills and information.

Interested persons should contact the Fire Department to register for the training, and all citizens are eligible to participate. Stacey pointed out that all students which complete the training are welcome to join the Carson City CERT.

Stacey explained the Carson City CERT training curriculum and class schedule. The team meets approximately every six weeks, and is currently honing their skills to compete in the third Regional CERT Rodeo.

Angela Barosso reported on the following Medical Reserve Corps (MRC) activities:

- MRC and ESAR-VHP Volunteer Reception Centers set up end of January
- Working with healthcare partners to address volunteer needs during medical surge events
- Volunteers contributed 320.75 hours during 2<sup>nd</sup> quarter, providing community-based (school) flu vaccinations; economic impact was \$7,673.

No report was given for Volunteers in Police Service (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:

- Utilizing Ebola supplemental funding to develop Concept of Operations and Community Mitigation plans
- Finalizing draft of Serious Infectious Disease plan for East Fork Fire EMS
- Participated in statewide Crisis Standards of Care Advisory meeting with contractor leading development of plan; will be reaching out to partners to participate in workgroups
- Participated in statewide Medical Surge Workgroup meetings
- Member of planning committee for Rural Preparedness Summit June 21-23, adding third day for coalitions
- Staff continues to participate in the Inter-Hospital Coordinating Council meetings, the Douglas Healthcare Coalition meetings and Rural Hospital Preparedness Partners

**9. Report on the Carson Tahoe Regional Medical Center Hazard Vulnerability Analysis (HVA) (Discussion Only – No Action)**

After distributing a summary, James Freed discussed the Hazard Vulnerability Analysis for the Carson Tahoe Regional Medical Center. James noted while the exact values differ at facilities, a common increased risk was recognized for our area and facilities. These risks factors include:

- Earthquake
- Wild Fire
- Severe Storms (snow and floods)
- Active Shooter/Threat
- Utility Interruption (phone, computer, electric, water and gas)
- Mass Casualty/Pandemic Illness

James noted the Emergency Management Committee is working to mitigate these risks through education, planning and drills. James mentioned that the patient supply racks had been secured to walls, due to earthquake risk. He also added that a guest speaker is scheduled to provide Active Shooter information on March 11.

Stacey Belt reported that the identified risks included in these analyses were also reflected in the Carson City Hazard Mitigation Plan (which is currently being reviewed by FEMA, pending approval).

Bob Schreihans spoke about the presence of the Active Shooter program in place for Carson City - provided by the Carson City Sheriff's Office and Fire Department. He reminded the Committee of the sensitive nature of this information, but offered the opportunity to receive program information to any interested agencies.

Stacey Belt added that the jurisdiction of Carson City is one of the leaders in Active Shooter training programs.

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

Ann Wiswell reported on the Carson City School District - Hazard and Vulnerability Analysis, which was recently completed by an Emergency Planning consultant. She stated the ranked hazards and vulnerabilities are very similar to that of Carson Tahoe Health HVA findings. Ann described the status of the submitted draft of the Emergency Operations Plan, as well as a plan for training (teachers and administrators).

Caleb Cage described his role with the State Emergency Response Commission and the State of Nevada Division of Emergency Management. He explained that as a Division, the Homeland Security Grants process has started for this year.

Caleb reported on planning and the progress being made toward a capstone exercise which will take place later this year (November). The scenario will be an earthquake in Las Vegas. The exercise will be 3-5 days long, and will be held at the Emergency Operations Center. All statewide partners are invited to participate in monthly exercise preparation as well as the full scale in November.

Brian Crowe reported on the Active Shooter drill which was held at Western Nevada College in February. Because of what was learned during the drill, Brian noted that a change in the mode of operation would be made, and more training would be completed. He wanted to give thanks to the Sheriff's Office for the help with training.

Brian introduced Matt Schafer, and expressed his desire for Matt to replace him on the Committee after his retirement from WNC.

Mark Cyr reported on the following Salvation Army activities: Canteen Rodeo (mobile kitchen inspection camp) will take place in May, Active Shooter Prevention training is planned, emotional and spiritual support continues and a National Salvation Army Satellite Communication Training (SATURN) is scheduled.

After Mark touched on the topic of satellite communications, several Committee members expressed interest and concern regarding communication systems in place within Carson City and the state of Nevada. P.K. O'Neill noted the dependence on cell phones within our society, and reminded members of the decreased communication capability when a land line phone is not available.

Stacey Belt described the secondary communications systems in place throughout Carson City. Bob Schreihans expanded on the conversation by explaining the resources which are available for mobile technology during field operations. Bob and Stacey described drone capability, as well as Carson City's agreement with a private organization to provide drone service during emergency situations.

**11. Next Meeting Date: June 7, 2016**

**12. Public Comment**

There was no public comment.

**13. For Possible Action: To adjourn**

It was moved by Robert Schreihans, seconded by Phillip Harrison, with motion carried unanimously, that the meeting be adjourned at 2:28 p.m.

Recorder: Kristen Pradere