

**MINUTES**  
**of the Meeting of the**  
**Carson City**  
**LOCAL EMERGENCY PLANNING COMMITTEE**  
**March 7, 2017**

The Carson City Local Emergency Planning Committee held a public meeting on March 7, 2017, 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 Alternate Chair, Stacey Belt.

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

Voting members present were Nicki Aaker, Stacey Belt, David Bruketta, James Freed, Phillip Harrison, Jeff Melvin, Dan Shirey and Ann Wiswell, which constituted a quorum. Non-voting member present was Chris Smallcomb.

Voting members absent were Mark Cyr, Darren Schulz and Matthew Shafer. Non-voting members absent were Jerry Evans and Keith Forbes.

Also present were Iris Yowell (Carson City District Attorney's Office), John Arneson (Carson City Fire Department), Kris Pradere (Carson City Fire Department – Emergency Management), Al Kramer (Nevada State Assembly District 40), Tom Raw (Carson City Fire Department), Craig Robinson (Western Nevada College) and Toni Wise (by phone - American Red Cross).

**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. Public Comments and Discussion**

There were no public comments.

**5. For Possible Action: Approval of December 6, 2016 Meeting Minutes**

It was moved by Dan Shirey, seconded by James Freed, with all ayes in favor (*with the exception of Nicki Aaker who abstained because she was not in attendance at the December meeting*) that the minutes of the December 6 meeting be approved as submitted.

**6. For Possible Action: To appoint Al Kramer (Nevada State Assembly District 40) as the Elected State Official representative to the LEPC**

Stacey Belt provided background information on the LEPC and shared some of the history pertaining to it, noting that the SERC (State Emergency Response Commission) oversees all of the LEPCs in the state of Nevada. She added that the SERC assists with some of the funding for activities through LEPC. Stacey explained that the LEPC is a Haz Mat based committee and is designed to identify in each community high-risk Haz Mat related hazards. In addition to the oversight from the SERC, they have identified specific roles that need to be filled, with Elected State Official being one of those roles.

After Al Kramer introduced himself to the committee, it was moved by Dan Shirey, seconded by Jeff Melvin with all ayes in favor that Al Kramer be appointed as the Elected State Official representative to the LEPC.

**7. For Possible Action: To appoint Ken Furlong (Carson City Sheriff) as the Elected Local Official representative to the LEPC**

Ken Furlong was not in attendance. John Arneson informed the committee that Ken would not be taking on the role of Elected Local Official representative to the LEPC. There was further discussion on this and it was decided that this agenda item would be tabled to the June 6, 2017 meeting.

*(Ann Wiswell arrived at the meeting).*

**8. For Possible Action: To appoint Timothy DeHaven (Carson City Fire Department) as the First Aid representative to the LEPC**

Stacey reiterated that the SERC has specific roles that they require be filled, with First Aid being one of those roles. Timothy DeHaven was not able to attend; Dan Shirey introduced Timothy to the committee, sharing Timothy's background with Carson City Fire Department and his qualifications which will be a great asset to the LEPC.

It was moved by James Freed, seconded by Nicki Aaker, with all ayes in favor to appoint Timothy DeHaven as the First Aid representative to the LEPC.

**9. For Possible Action: To review and approve the 2018 State Emergency Response Commission (SERC) Planning, Training, Equipment and Operations Grant Application**

A copy of the 2018 State Emergency Response Commission (SERC) grant application was distributed. Stacey Belt reported that this grant application is submitted on an annual basis. Dan Shirey explained the first item listed on the grant budget, which is the last in a series of purchases of APX 6000 VHF Model 2.5 radios; radios which are waterproof, impact and chemical resistant, and are P-25 compliant.

Dan introduced Captain Tom Raw who explained the second item listed on the grant application budget – the identiFINDER R 400 radiation detector. Tom informed the committee that currently Carson City Fire Department Haz Mat has several radiation detectors from the 1970s and 1980s. Tom explained in looking ahead, with Carson City being identified as a city located in the WHIP corridor, a lot more nuclear material could be seen passing through this area on the highways. In being proactive, Carson City Fire Department Haz Mat is looking to purchase the identiFINDER R 400 radiation detector. Tom noted that this is the same brand that the State Health Radiation Control Program uses, similar equipment was chosen for interface purposes. This tool is used to identify an isotope on the spot.

Phillip Harrison asked how the identiFINDER R 400 would work on lower levels of radiation. Tom replied that this tool will work on all levels; having a broad range of application it has the ability to identify an isotope at any level. Tom stated that the Ladlum Radiation detectors which they currently have will be kept, and are used for contamination surveys. Tom reiterated that this piece of equipment is to identify isotopes and how hot they are. The other detectors will be used for contamination surveys for people who have been contaminated and need decontamination.

Dan explained to the committee the total amount available for equipment on this grant is \$25,000.00; the sum of these two items is \$25,730.00. He stated the difference will be paid out of the Carson City Fire Department Haz Mat budget.

Stacey added that \$25,000.00 is the total available for the Planning, Training and Equipment, but in addition to the \$25,000.00, the SERC gives LEPCs who are administratively compliant \$4,000.00 for Operations and administrative duties.

She also informed the committee that the Haz Mat Response Plan has been updated to reflect current capabilities.

It was moved by Phillip Harrison, seconded by Ann Wiswell, with all eyes in favor that the Committee approves the submission of the FY 2018 SERC Planning, Training, Equipment, and Operations Grant application as described to the State Emergency Response Commission.

**10. For Possible Action: To approve additional language in the bylaws to include Alternate Members and to remove the Carson City Community Health Care Coalition function of the LEPC**

Stacey presented to the committee the potential revisions to the LEPC bylaws, with the first revision being the removal of the Carson City Community Health Care Coalition function. She explained that Carson City Health and Human Services has developed an independent and robust Health Care Coalition which includes long-term care, rehabilitation, hospital, mental health, assisted living, and children's homes. Stacey added that the coalition is functioning independently and have just completed their third meeting.

Stacey addressed the next possible bylaw revision, Alternate Members, which are designees or appointees by a regular member to represent them, should they not be able to attend. She noted if the member and the alternate were both in attendance at a meeting, only the member's vote would count. Nicki asked if the intention is for this to be done in a formal process, with the member submitting their alternate. Stacey confirmed by reading the bylaw revision "...Each regular (voting) member shall appoint a designee or alternate member representing the categories suggested by SARA Title III, to vote on behalf of the regular member in their absence. The alternate member would also be counted to make a quorum, in the absence of the regular member." Stacey reiterated that this will be a recorded primary and alternate membership.

The next bylaw revision was the change in verbiage under ARTICLE III, Section 2 – Chairperson. Stacey explained that the chairperson is referred to as the Emergency Manager, rather than the Emergency Management Director.

She also noted a revision to ARTICLE VI, Section 3 – Quorums. A quorum will consist of a majority of regular members, adding, "...or designated alternate members representing absent regular members."

The final revision to the bylaws is listed under ARTICLE VII – Voting, adding, "...If a regular member and a designated alternate member are both present at a meeting, only the regular member's vote will be counted."

David Bruketta asked if Formal Action agenda items would be included for each member listing their designated alternate at the next meeting. Stacey said yes. Dan Shirey then asked if a member and their alternate were both unable to be in attendance, could someone else attend the meeting in their place. Stacey explained that was not the intent and that vote would not be counted.

Dan Shirey questioned, regarding the State representative to the LEPC, if there would be an alternate for this category. Al Kramer stated he would request the other Assemblyman from District 40 to be the alternate.

It was moved by David Bruketta, seconded by Ann Wiswell, with all ayes in favor to approve additional language in the bylaws to include Alternate Members, to remove the Carson City Community Health Care Coalition function of the LEPC, and to update the title of the Emergency Manager, from Emergency Management Director. Stacey thanked the committee explaining what a great addition it will be having designated alternates so the committee does not run into a quorum issue.

**11. Update on spring weather outlook (Discussion Only – No Action) (Chris Smallcomb, NWS Reno)**

Chris Smallcomb gave a very in depth outlook for spring weather as follows:

- Prepare for more flooding! Especially near snow-fed creeks and rivers. Keep flood mitigation measures in place, remain vigilant. Plan staffing for prolonged flood impacts with even just moderate rain events this spring. Snowmelt flooding will be a regional event with Walker, Carson, and Humboldt Rivers significantly impacted, possibly Truckee. Weeks or even months+. Consider mutual aid needs.
- At least 13 atmospheric river storms impacted the region since October 2016, well above normal (5-10/winter). Many were strong and prolonged. Rain shadow was limited this winter = heavy spillover into the Sierra Front.
- Weather - predictability limited to 2-4 weeks so spring/summer weather could be just about anything. No strong signals. March can have big atmospheric river storms with heavy rains, winds - so be prepared.
- Flooding of some flavor is virtually certain, spring into summer along rivers and streams fed by snowmelt. Severity will depend on spring storms and temperatures. Flash flooding, from even just moderate storms, a high risk.
- Numerous canyons leading into Carson City - if we have a warm rain event those would easily become flash flood problems impacting the city.
- Wildland fire season? Too soon to tell but a delayed start highly likely.

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

Stacey Belt informed the committee that the Citizen Corps Council is comprised of the Medical Reserve Corps (MRC), Community Emergency Response Team (CERT) and the Volunteer in Police Service (VIP). She explained that the coordinator for MRC and CERT has moved out of the area, and active recruitment is being done for this position. The MRC and CERT team assistants have been very valuable during response activities over the last couple of months.

No report was given for Volunteer in Police Service (VIP).

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

Nicki Aaker reported on the newly formed coalition; explaining at the last meeting, Timothy DeHaven was elected as the chair for the Community Healthcare Coalition. She reported that the committee talked about their lessons learned from the recent floods. The committee also previewed the regional facility evacuation tags; which is a unified system set up in the event that a facility had to be evacuated. She said there is a lot of education that needs to be done on this so the facilities know exactly what to do and respond appropriately.

Nicki noted that James Freed presented Carson Tahoe Hospital's Hazard Vulnerability Assessment (HVA) at the Health Care Coalition meeting.

James explained to the LEPC that the HVA had not changed much, and he then reviewed some events on the list: wildfire, earthquake, flooding/severe storm and IT issues; noting that Minden Emergent Care lost all of their communications when the internet, telephone and cable went out recently. He stated that there is an emergency management committee at the hospital that looks at these top risks and the ways to mitigate and prepare for these types of events, and when they do have an event they look back on how they can improve.

Stacey stated that Carson City also does a Hazard Vulnerability Analysis which the hospital and the school district use as a base and customize to their specific area. She explained for the hospital, number six was identified as an active shooter or threat which is based on experience and things that have happened over the past couple of years for the hospital. Stacey reiterated the events in order: earthquake, wildfire, severe storm, snow and flood, utility interruption, mass casualty and active shooter.

Nicki explained that Health and Human Services has hired a new Public Health Preparedness manager by the name of Jeanne Freeman, who was unable to be in attendance at the LEPC meeting because she was at the five year strategic planning meeting for Public Health Preparedness.

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

Nicki Aaker talked more about Public Health Preparedness, informing the committee of another new member, Cari Rioux, who is a planner on the community side.

Nicki explained that Health and Human Services received a \$15,000 grant for their MRC to develop a functional assessment service team in Northern Nevada. The team will be trained to assist certain individuals in a disaster.

Nicki explained that Health and Human Services participated in the EOC and obtained a lot practice during this participation. She said that they were able to request CMS (Centers for Medicare & Medicaid Services) identified Medicare beneficiary data, which is data from CMS of the individuals who use durable medical equipment, such as oxygen, IV pumps, etc. In receiving this data, Health Department personnel were able to be proactive in case of evacuations in certain areas. One of the nurses at the Health Department called for oxygen tanks to be delivered in case they were needed. The preparedness division is also participating in other area LEPCs, Douglas County, and the Northern Nevada Healthcare Coalition Leadership meetings. She said they have started planning for their fall flu clinics and point of distribution exercises, which the community knows as “the three flu shots”.

David Bruketta informed the Committee that Carson City Public Works is going to be having conversations with the utility financial oversight committee and the Board of Supervisors regarding storm water drains. He stated this will happen at the end of March, and within the coming months with the public and then the Board of Supervisors.

Stacey Belt added from a Public Works perspective how the recovery phase from the recent flood events takes time. She explained that Public Works and Emergency Management have been working very closely in integrating with the State and the Federal Government, since the 2017 Flood was declared a Federal Disaster. She stated that a meeting will be held at the Division of Emergency Management (DEM) to submit the formal application for damage reimbursement. She noted that Public Works and Carson City Parks have been instrumental in these events; the response from both of these agencies was outstanding.

John Arneson explained that a lot had been learned during the responses for the floods, with things that were done really well and things that can be improved on.

John introduced Carson City Fire Department's new Fire Chief, Sean Slamon, who will be starting on March 31.

Ann Wiswell thanked Chris Smallcomb for all of the weather information received over the winter. She explained that a couple of schools on King Street were impacted from the flooding. Stacey asked if there was less impact or damage on the school district this year than in previous years. Ann responded that she had heard from other personnel that the District office had flooded during the last big King Street event, however; in this event, the District office was not impacted. The mitigation has made a difference.

Ann informed the committee of a meeting she attended at the Department of Education with all of the school emergency planners from the State; much of the time was spent looking at some of the proposed legislation. She explained that a lot of this could impact schools and their emergency operations plan. Ann briefly talked about a few Senate bills that are being introduced.

Craig Robinson reported on a CodeRed test that was completed at Western Nevada College, explaining the outcome for students was about 100%, but there were some issues with facility and staff receiving the notification. The college will continue to run CodeRed tests in August and January. He said the college will have a new HRIS system within the next year.

**15. Next Meeting Date: June 6, 2017**

**16. Public Comment:**

There was no public comment.

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

It was moved by Phillip Harrison, seconded by James Freed, with motion carried unanimously, that the meeting be adjourned at 2:42 p.m.

Recorder: Shelby Price