



Douglas County Emergency Management

*Administered Under Inter-Local Agreement By The
East Fork Fire Protection District*

1694 County Road
Minden, Nevada 89423
(775) 782-9040 FAX (775) 782-9043

Approved Minutes

Local Emergency Planning Committee

Date and Time: February 27, 2018 (10:00 a.m.)

Location: East Fork Fire Protection District Conference Room
1694 County Rd
Minden, NV 89423

Attendees: Tod Carlini, EFFPD/DCEM-Chair
David Fogerson, EFFPD/DCEM-Vice-chair
Carrie Nolting, Tahoe Douglas Fire Protection District- Alternate Member
Brandon Swain, Douglas County School District-Alternate Member
Eric Schmidt, Douglas County Technology Services-Alternate Member
Jeanne Freeman, Carson City Health and Human Services-Member
Doug Sonnemann, Douglas County Assessor-Alternate Member
Jim Antti, Tahoe Douglas Fire Protection District-Alternate Member
Scott Baker, Tahoe Douglas Fire Protection District
Randall Perry, Aervoe Industries-Member
Ron Sagen, Douglas County 911 Emergency Services-Member
Dave Thomas, Douglas County CERT
Jamie Gower, Carson Valley Medical Center
Dan Coverley, Douglas County Sheriff Office
Travis Lee, Douglas County Transportation-Member
Cameron McKay, Kingsbury GID-Member
Elaine Pace, East Fork Fire Protection District-Alternate Member
Scott Sneddon, GE-Alternate Member
Bob Colescott, Harrah's/Harvey's Lake Tahoe-Member
Bayan Lewis, Douglas County Sherriff Office-Associate Member
Holly Megee, EFFPD-Associate Member

1. Call meeting to order

The meeting was called to order at 10:00 a.m.

2. Introduction of Members and Guests

Introductions occurred of all individuals present.

3. Confirmation of Quorum

It was confirmed that a quorum of members were present.

4. Approval of agenda (action)

MOTION: David Fogerson made a motion to approve the agenda as presented
SECOND: Cameron McKay
DISCUSSION: None
OPPOSED: None
ACTION: Motion carried unanimously

5. Approval of December 13, 2017 meeting minutes (action)

MOTION: Jeanne Freeman made a motion to approve the minutes as written
SECOND: David Fogerson
DISCUSSION: None
OPPOSED: None
ACTION: Motion carried unanimously

6. Public Comment. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

David Fogerson introduced Jamie Gower, the new emergency manager safety officer for Carson Valley Medical Center.

Tod Carlini apologized for the last minute room change due to a schedule conflict.

No further public comment.

7. Discussion and possible action to approve the equipment, planning and training prioritized lists for the upcoming SERC, United We Stand and HMEP grants as recommended by the LEPC Planning Sub-Committee. Each grant is voted on separately.

Tod Carlini stated this is one of the most important meetings as a committee. LEPC has done wonderful things with the grant funds. LEPC continues to push out opportunities to our LEPC partners. This grant opportunity is not just for fire and law enforcement.

David Fogerson stated in past years money was given to private organizations, but this year interest was not expressed by any of them. East Fork Fire and Tahoe Douglas Fire expressed grant needs, which are provided below.

A handout was provided explaining the different 2018 LEPC Grants.

Grant Sources:

1. State Emergency Response Commission (SERC)
 - From facility license fees
 - \$25,000
 - Starts July 1, 2018
 - Ends June 30, 2019
 - Used to protect the community from hazmat
2. United We Stand (UWS)
 - From license plate fees
 - \$25,000
 - Starts July 1, 2018

- Ends June 30, 2019
- Used to reduce risk of terrorism in our community
- Funding priorities (2018/19)
 - Intelligence and information sharing from the prevention/protection mission area
 - Cyber security from the protection mission area
 - Operational coordination from the “all” mission area
 - Public information and warning from the “all” mission area
 - Operational communications from the response mission area
 - Interdiction and disruption from the prevention and protection mission areas
 - Threats and hazard identification from the mitigation mission area
 - Infrastructure systems from the response and recovery mission areas
 - Screening, search and detection from the prevention and protection mission areas
 - Economic recovery from the recovery mission area
- 3. Hazardous Materials Emergency Planning
 - From US Department of Transportation
 - No dollar limit
 - For planning and training of transportation related hazardous materials incidents
- 4. LEPC Operations
 - From SERC
 - Starts July 1, 2018
 - Ends June 30, 2019
 - \$4,000 for operation of the LEPC and for disposable hazmat supplies

The LEPC Sub-Committee met last week and went over the needs. A handout was provided of the requests by the Sub-Committee. There is a change in the numbers that the Sub-Committee came up with, due to quote changes on some of the items. East Fork Fire and Tahoe Douglas are the two agencies that applied for funding. The revised recommendations were gone over in detail.

Scott Sneddon from GE informed LEPC that the Sub-Committee agreed on what the two agencies applied for.

Elaine Pace did mention that it was made clear that these funds were available for other LEPC partners in need. The only two agencies that came forward were East Fork Fire Protection District and Tahoe Douglas Fire.

Jeanne Freeman clarified that based on the quote changes the items missing are:
1 TIC, 2 Voice AMPS and Smart Changers

David Fogerson recommends that LEPC does not approve the LEPC Sub-Committee list and approve the updated list with the new quotes included.

Jeanne Freeman asked if the cost includes shipping.

David Fogerson stated it does include shipping and if anything goes over the amount, that agency is responsible for the overage.

Grants as presented in the meeting:

State Emergency Response Commission (SERC)-\$25,000.00

1. Fifteen (15) Thermal Imaging Camera (TIC) for Tahoe Douglas Fire= \$19,920.00
 2. One (1) Radio for East Fork Fire-\$4,362.00 each= \$4,362.00
 3. One (1) Voice Amp for Tahoe Douglas Fire-\$587.25=\$587.25
- Total-\$24,869.25

There is also \$4,000 for LEPC operations. The \$4,000 is on top of the total amount of \$24,869.25. The \$4,000 is to support the LEPC.

United We Stand-\$25,000.00

1. Twenty (20) Ballistic Helmet, googles and flashlights for East Fork Fire = \$9,727.50 (anything over that amount will come from East Fork)
 2. Twenty-six (26) Voice Amps for East Fork Fire = \$10,850.00
 3. One (1) TRS for East Fork Fire=\$899.00
 4. Six (6) Voice Amps for Tahoe Douglas Fire = \$3,523.50
- Total-\$25,000.00

Hazardous Materials Emergency Preparedness (HMEP)

David Fogerson stated we have nothing identified yet but asked for the LEPC’s permission to apply for training classes that benefit LEPC if they are found during the grant period. There is no max dollar amount or match.

Fire Shows West 2018

You must be a member of LEPC or employees of a LEPC attendee to attend Fire Shows West. The conference is the first week of November in Reno.

Continuing Challenge Conference 2018

David Fogerson would like to have LEPC’s permission for when this grant opens up, allow individuals that are assigned to the Quad County Hazmat team by either Chief Carlini or Chief Baker that they can attend the conference.

No further discussion.

- MOTION:** Travis Lee made a motion to change the approval for the \$25,000 State Emergency Response Commission (SERC) grant and \$25,000 United We Stand (UWS) items to be purchased for East Fork and Tahoe Douglas based upon what has been presented today.
- SECOND:** Doug Sonnemann
- DISCUSSION:** None
- OPPOSED:** None
- ACTION:** Motion carried unanimously

8. For possible action. Discussion and possible action to approve to apply for the State Emergency Response Commission (SERC) grant.

State Emergency Response Commission (SERC)-\$25,000.00

1. Fifteen (15) Thermal Imaging Camera (TIC) for Tahoe Douglas Fire= \$19,920.00
 2. One (1) Radio for East Fork Fire-\$4,362.00 each= \$4,362.00
 3. One (1) Voice Amp for Tahoe Douglas Fire-\$587.25=\$587.25
- Total-\$24,869.25

There is also \$4,000 for LEPC operations. The \$4,000 is on top of the total amount of \$24,869.25. The \$4,000 is to support the LEPC.

Travis Lee commented that the \$4,000.00 is in addition to the \$24,869.25.

Chief Carlini stated the use of the \$4,000.00 is to support the LEPC process.

No further discussion.

MOTION: Jeanne Freeman made a motion to apply for the State Emergency Response Commission (SERC) grant as recommended by Chief Fogerson.
SECOND: Cameron McKay
DISCUSSION: None
OPPOSED: None
ACTION: Motion carried unanimously

9. For possible action. Discussion and possible action to approve to apply for the United We Stand Grant (UWS).

United We Stand-\$25,000.00

1. Twenty (20) Ballistic Helmet, googles and flashlights for East Fork Fire = \$9,727.50 (anything over that amount will come from East Fork)
 2. Twenty-six (26) Voice Amps for East Fork Fire = \$10,850.00
 3. One (1) TRS for East Fork Fire=\$899.00
 4. Six (6) Voice Amps for Tahoe Douglas Fire = \$3,523.50
- Total-\$25,000.00

No discussion

MOTION: Cameron McKay made a motion to approve the revised presentation by Chief Fogerson for the United We Stand Grant.
SECOND: Doug Sonnemann
DISCUSSION: None
OPPOSED: None
ACTION: Motion carried unanimously

10. For possible action. Discussion and possible action to approve to apply for the Hazardous Materials Emergency Preparedness (HMEP) grant.

Hazardous Materials Emergency Preparedness (HMEP)

David Fogerson stated we have nothing identified yet but asked for the LEPC's permission to apply for training classes that benefit LEPC if they are found during the grant period. There is no max dollar amount or match.

Jeanne Freeman asked if it is a fiscal grant.

David Fogerson stated it is a federal fiscal year grant.

No further discussion

MOTION: Jeanne Freeman made a motion to approve East Fork Fire on behalf of Douglas County the opportunity to apply for the Hazardous Materials Emergency Preparedness (HMEP) grant as the need arises for whatever amount and to bring those proposals back to the LEPC for approval.
SECOND: Travis Lee
DISCUSSION: Tod Carlini stated to amend so it reads East Fork Fire on behalf of Douglas County.
OPPOSED: None
ACTION: Motion carried unanimously

11. For possible action. Discussion and possible action to approve to apply for the grant to attend the Fire Shows West 2018.

Fire Shows West 2018

David Fogerson stated he suggest LEPC leave this open ended that we apply for the Fire Shows West 2018 based on feedback on how many LEPC members will attend. The grant dollar amount would be based on how many people will be attending Fire Shows West. You must be a member of LEPC or employees of a LEPC attendee to attend Fire Shows West. The conference is the first week of November in Reno.

- MOTION:** Scott Sneddon made a motion to approve that LEPC members or their employees can attend Fire Shows West.
- SECOND:** Travis Lee
- DISCUSSION:** None
- OPPOSED:** None
- ACTION:** Motion carried unanimously

12. For possible action. Discussion and possible action to approve to apply for the grant to attend the Continuing Challenge Conference 2018.

Continuing Challenge Conference 2018

David Fogerson would like to have LEPC’s permission for when this grant opens up, allow individuals that are assigned to the Quad County Hazmat team by either Chief Carlini or Chief Baker that they can attend the conference.

Chief Carlini stated this is a specialized training conference in Sacramento.

Douglas County Sheriff’s Office has sent bomb technicians in the past.

David Fogerson stated Quad County Hazmat team or members assigned to the EOD to attend.

- MOTION:** Jeanne Freeman made a motion to approve application when the Continuing Challenge Conference grant opens for the application to be available and applied for to support the attendance of anybody who is assigned to the Quad County Hazmat Team or Tahoe Douglas EOD.
- SECOND:** Cameron McKay
- DISCUSSION:** None
- OPPOSED:** None
- ACTION:** Motion carried unanimously

13. Discussion on community preparation for a hostile event. No action may be taken on this item.

Tod Carlini stated that with the tragic event that took place in Florida; we felt it was a good time to discuss preparation for a hostile event. As a fire agency that provides emergency medical services, East Fork has been asked many questions regarding being prepared. This will be more of a discussion instead of a presentation.

David Fogerson stated we have the best EOD team in the state. There are a lot of proactive things that are being done within the community. This discussion is important so it can be talked about it and we each know what one another is doing. If there is a hole, let’s talk about it.

Tod Carlini stated that this is not only happening in public facilities but also private facilities.

Scott Sneddon from GE stated a lot was learned after the exercise that was done at GE in the fall with Tahoe Douglas, East Fork Fire and the Douglas County Sheriff’s Office. GE’s responsibility is to design and train our people to support the protocols of the first responders. Our employee’s safety is a priority as

well as first responder's safety. As a company GE was advised by the Sheriff's Department the need for better access from every point. Additional Knox boxes were purchased due to the Sheriff's request.

The LEPC is a great opportunity for the community to come together.

Scott made the comment that there is a lot GE can offer. It's not just a building to do drills. If there is anything anyone needs, don't hesitate to ask.

Brandon Swain stated the schools have received a lot of phone calls to assure the kids are safe there. There have been things done to ensure the safety of the schools.

-A new key system was placed in all the Douglas County schools.

-The School District is working on making all schools a single point entry.

-There is a new plan in place that's NIMS based for different emergencies.

-The question is always, do you have a plan, do you practice the plan and was it implemented. The plans are in place and they are practiced.

-Douglas County adapted from Carson City School District a handout explaining what to do in case of an emergency. When it is ready to distribute, it will go out to all parents.

Brandon thanked everyone in this room. We have a better relationship as a school district then we have ever had before. Our word together is much stronger than one person's word.

Dave Fogerson stated that the State had a contractor write the school district's plan for them, along with other things they had suggestions for items the school district should buy. They wanted to sell door latching devices. When Brandon explained keys were bought for all the doors, the individual was impressed with what had been done.

A safety committee meeting is held with Tahoe Douglas Fire, Sheriff's Office and East Fork Fire every quarter to discuss safety issues. Tabletops are done at some of these meetings. These meeting are very helpful.

Tod Carlini asked Brandon Swain if there is a forum with the other 17 school districts to discuss best practices specific to hardening facilities.

Brandon Swain explained there is a State Emergency Management team that meets quarterly.

Brandon explained some of our schools are very old. They were designed for the purpose of education and now we need to think about that but how to protect the students and staff within the school. We are working with what we have, with the resources we have.

Dave Fogerson stated per NRS it requires schools to have an emergency operation plan and requires casinos that meet resort status to also have this plan. The legislators never addressed what happens if they don't have one. Homeland Security Commission will meet to put in requirements to encourage them to have it.

Bayan Lewis stated as time goes on and we don't have another incident interest goes to the wayside. We need to continue to keep up the interest in emergency preparedness. Focus is lost as time goes on.

Dave stated the State added 3 new hazards to their top priority list, to now include Public health, cyber security and active assailant. These are things we need to pay attention to.

Scott Baker from Tahoe Douglas Fire talked about awareness for the children. Being prepared is one portion of the job but good Intel can prevent an incident from happening.

Dan Coverley stated the school district does a good job at making the Sheriff Office aware of possible threats. The Sheriff Office receives tips from the School District weekly that the public doesn't even

know about. The Sheriff Office follows up on the tips that are received. There are several incidents where things have been stopped because information was received.

It is important that private businesses make the Sheriff's Office aware of any issues. If we know of an issue, then we can follow-up with the individual. If we don't know then we can't do anything. We need to stop it before it happens. Someone always knows something before it happens and we need to make sure we talk about it and not ignore it.

Brandon Swain stated that the school has 2 resource officers. They are great. There is a Tuesday team that meets to discuss tips received. Then the team will decide what actions need to be taken.

Dan Coverley stated their officers aren't constantly on calls, so there is some time to follow up on concerns. There is nothing that is not important. Better safe than sorry.

Dave Fogerson stated after the 9/11 incident, there was a saying, if you see something say something. That has gone away. There are a lot of resources available in Douglas County including Safe to Tell form the school district, and the MOST, Tuesday and FAST teams.

Eric Schmidt Douglas County GIS explained they entered in a partnership with the school district engaging students with a mapping project. Through the process we now have data on the school that can be distributed to responders.

Eric stated he has been working with DCSO looking at the lake areas.

Eric appreciates the relationships with the school district, DCSO and East Fork Fire.

Jeanne Freeman from Public Health explained more time is spent on planning and exercising for when an event does happen. We work within our region for medical surge. We are having a family assistance center workshop for the Quad counties. Public Health looked into bleeding control kits but the quote came in higher than expected. We are now looking if it is something we can phase in.

We need to be aware of everything going on. Public health are preparing for if it does happen.

Travis Lee works with the senior center and public transportation. We average 2000 people in the community center every day. We do training to prepare for incidents. It is important to have a quick response.

Jeanne Freeman thanked the community center and access for the youth. It brings people together and gives them a place.

Dave Fogerson wanted to also remind people of Kahle Park and community center located near the lake.

Cameron McKay our biggest fear is what can be put into the water.

Eric Schmidt how prepared are we if there was an incident elsewhere to absorb a mass amount of people.

Jeanne Freeman stated that has been discussed. Handling it is another question. If there was a 6.8 or greater in the bay area, northern Nevada would anticipate having a resident change of about 28,000 people. The CERT is very active with the shelter plan. There is a difference when it's a mass amount of people. I'm hoping to attend the mass care exercise. When people move out an area during a disaster, they look to go somewhere they know someone.

Jamie Gower stated we saw it in Tahoe with the wildland fires in California. It brought a lot of people to Tahoe. Jamie is new to the community and stated how impressed she is with the effort put into the meetings, people coming together and the resources.

Jamie stated her biggest concern is the lack of security at the hospitals. There has been a lot of employee training to work on preventing a situation. It does make us rely on outside sources.

Tod Carlini stated this is one of the healthiest discussions with LEPC. Our goal is to be able to have these conversations. Thank you for all the comments and input. I'm proud of this organization to have these discussions.

14. Staff reports. No action may be taken on this item.

Tod Carlini commented on the hazard mitigation plan. We are currently waiting to hear about the planning mitigation grant. Some of the components pushed out to be worked on are Public Health to Jeanne Freeman, flood component to Courtney Walker and Eric Nielsen and John Picket to work on fire component.

An update to the earthquake component from UNR will be dependent on funding. East Fork will have a couple of interns; they will work on updating the demographic component. We hope to complete a mitigation plan by 2019. All of our grants are dependent on having this plan.

David Fogerson will ask Toni Braga to get the balances for the grants.

David explained there will be Finance, planning and logistic section chief classes in April and May. Anyone can attend these classes. After fire season there will be an operation section chief class.

There will be an Earthquake tabletop with the County staff to help them understand what they would do and their roles in the EOC.

Homeland Security, Emergency Management, Caleb Cage and John Steinbeck have proposed changes to Homeland Emergency Management in the State, using homeland security commission for some executive orders from the governor, legislative changes and budget changes. It will be a good change in Nevada.

Quad County is working on warning metrics. Ron Sagen is the QUAD County warning manager working on the different types of warnings that are sent out when an incident occurs.

Dave Thomas stated CERT is more involved with hands-only CPR training.

CERT will hold a Safety Day at Lampe Park on May 19th.

Jeanne Freeman stated they are writing budgets for grants for FY 2019.

Public Health is looking at creating a public awareness campaign so people can be prepared without it becoming an overwhelming task. The campaign will be modeled after one successfully used in Texas. It will have 5 tips. We want to bring everyone together. We want to move our community forward together and move our community forward on this issue.

The CDC will be holding a Community Assessment for Public Health Emergency Response (CASPER) training. It is a community assessment to see how prepared the communities are. Training is being held in Northern and Southern Nevada. This is a wonderful capability to have in our community.

15. Adjournment

MOTION: Jeanne Freeman made a motion to adjourn
SECOND: Travis Lee
DISCUSSION: None
OPPOSED: None
ACTION: Motion carried unanimously

The meeting adjourned at 11:35 A.M.

Respectfully submitted by:

Holly Megee
East Fork Fire Protection District
Douglas County Emergency Management