



# 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:** June 7, 2019 (9:06 AM)

**Location:** East Fork Fire Protection District  
1694 County Road  
Minden, NV 89423

**Attendees:** Tod Carlini, EFFPD/DCEM-Chair  
David Fogerson, EFFPD/DCEM-Vice-Chair  
Holly Megee, EFFPD-Associate Member  
Ron Michitarian, Douglas County Sheriff Office  
Chris Hofmann, NV Energy  
Liz Breedon, NV Energy  
Kristen Saibini, NV Energy  
Katie Nannini, NV Energy  
Andrew Hickman, Round Hill GID  
Bayan Lewis, Douglas County Sheriff Office-Associate Member  
Rob Hopkins, Douglas County Lake Tahoe Sewer Authority  
David Thomas, Douglas County CERT  
Nikolai Nikolov, Douglas County Lake Tahoe Sewer Authority  
Brandon Garden, Kingsbury GID  
Tammy James, Douglas County IT  
Ron Sagen, Douglas County 911 Emergency Services-Member  
Willie Way, Harrah's/Harvey's Lake Tahoe  
Bob Colescott, Harrah's/Harvey's Lake Tahoe-Member  
Jeanne Freeman, Quad County Public Health Preparedness-Member  
Brandon Swain, Douglas County School District-Alternate Member  
Bill Ell, Division of Emergency Management  
Greg Reed, Gardnerville/Ranchos GID  
Karen Ellison, Douglas County Recorder-Member  
Cameron McKay, Kingsbury GID-Member  
Carrie Nolting, Tahoe Douglas Fire Protection District- Alternate Member  
Paula Peterson, South Lake Tahoe Now-Alternate Member  
Rend Perry, Aervoe Industries-Member  
Jeff McDaniel, Logan Creek GID  
Zoe Spindelman, Bently

### **INITIAL MEETING BUSINESS**

#### **Call meeting to order**

The meeting was called to order at 9:06 AM.

## **PLEDGE OF ALLEGIANCE**

Tammy James led the Pledge of Allegiance.

## **Introduction of Members and Guests**

Introductions occurred of all individuals present.

## **Confirmation of Quorum**

A quorum of members was present.

## **PUBLIC COMMENT (No Action)**

**At this time, public comment will be taken on those items that are within the jurisdiction and control of the Local Emergency Planning Committee or those agenda items where public comment will not be taken as a public hearing is not legally required.**

**Public Comment may be limited to three minutes per speaker, which will be decided by the Chair or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the Local Emergency Planning Committee will take action on, please make your comments when the item is considered and is opened for public comment.**

**For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the Lobby at the entrance to the meeting room. These cards should be completed and given to the Chair or designee.**

David Fogerson stated displayed on the sign-in table are, Stop the Bleed kits, AED, Narcan and pulse point handouts. Thanks to grant funding through public health preparedness, local schools and public access agency's will each receive Stop the Bleed kits.

There was no further public comment.

## **ADMINISTRATIVE AGENDA**

The Administrative Calendar will be handled as follows:

1. The Chair will read the agenda title into the public record.
2. Local Emergency Planning Committee will introduce the item and provide a report, if any.
3. The applicant, if any, will have an opportunity to address the Committee.
4. The Committee will then discuss the item. Once the Committee has concluded their discussion, public comment will be allowed.
5. Public comment will be allowed and is limited to three minutes per speaker.
6. Once public comment is completed, the Committee will then ask any follow-up questions and take action.

Agenda items that are listed as a "presentation" with no action listed, public comment is not legally required, and must be made at the beginning of the meeting.

## **Approval of Agenda**

**1. For Possible Action. Approval of proposed agenda. Local Emergency Planning Committee reserves the right to take items in a different order to accomplish business in the most efficient manner, to**

combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (Tod F. Carlini, Chair) 5 Minutes.

MOTION to approve the agenda.

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOTION BY:</b>	Brandon Swain
<b>SECOND BY:</b>	Bob Colescott
<b>DISCUSSION:</b>	None
<b>OPPOSED:</b>	None
<b>ACTION:</b>	<b>Motion carried unanimously</b>

### Approval of Previous Minutes

2. For Possible Action. Approval of the February 15, 2019 minutes. (Tod F. Carlini, Chair) 5 Minutes.

MOTION to approve the February 15, 2019 minutes as written.

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOTION BY:</b>	Jeanne Freeman
<b>SECOND BY:</b>	Cameron McKay
<b>AYES:</b>	None
<b>NAYS:</b>	None
<b>ABSENT:</b>	<b>Motion carried unanimously</b>

3. For Possible Action. Discussion and possible action on the United We Stand Grant to fund an additional \$5,000 to existing grant. (David Wm Fogerson, Vice-Chair) 10 Minutes.

David Fogerson explained at the last LEPC meeting the Sub-Committee approved grants. The day after the LEPC meeting, the State had a SERC meeting and increased the dollar amount. The grant increased by \$5,000.

In the 1<sup>st</sup> quarter LEPC meeting the Sub-Committee approved helmets for Douglas County Sheriff Office and ballistic vests for Tahoe Douglas Fire. David Fogerson suggested splitting the additional \$5,000 between Douglas County Sheriff Office and Tahoe Douglas Fire to purchase more helmets and ballistic vests.

Jeanne Freeman asked if the money would allow for a certain number of helmets and vests or should there be a breakdown of how the items can be purchased.

David Fogerson would like flexibility in the motion so the money can be split as equal as possible.

MOTION to approve to allocate \$5,000. for the United We Stand grant as appropriate between Douglas County Sheriff Office and Tahoe Douglas Fire for ballistic helmets and vests, to be divided in order to get actual full pieces of equipment.

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOTION BY:</b>	Jeanne Freeman
<b>SECOND BY:</b>	Bob Colescott
<b>AYES:</b>	None
<b>NAYS:</b>	None
<b>ABSENT:</b>	<b>Motion carried unanimously</b>

**4. For Possible Action. Discussion and possible action to review and update the membership roster. Possible action to approve appointment to positions and make recommendations for the unfilled positions. (Tod F. Carlini, Committee Chair) 10 Minutes.**

Below are the suggested changes:

- Melissa Raines will be replacing Brandon Swain for Transportation.
- Greg Reed from the Gardnerville/Ranchos General Improvement District will be the alternate for Planning/Public Works.
- Zoe Spindelman second alternate from Bently for SARA III Facilities.
- Davin Moffat for 911/Communications will replace Matt Richardson.
- Jeff Schemenauer will replace Brian Hubkey as the voting member for law enforcement.
- Ron Michitarian will replace Ron Elges as the alternate for law enforcement.

Ron Sagen explained he has an issue with someone representing the 911/communications that is not in the 911 department. He would like to have an alternate from the 911/communications management team as the alternate.

Tod Carlini explained Ron Sagen represents the 911 and public warning center.

Tod Carlini explained Eric Schmidt was a past alternate from GIS and was very involved with LEPC. When Eric left, Matt Richardson was added as the alternate for 911/communications.

David Fogerson stated it would be nice to have someone from the communications team as an alternate for 911/communications.

Tammy James asked if it is necessary for GIS to be identified. Tammy suggests removing GIS as an alternate under 911/communications.

Tod Carlini explained some positions are required to represent LEPC.

Tod Carlini asked Zoe Spindelman from Bently if she was replacing anyone from Bently.

Zoe Spindelman explained she would like to be a second alternate.

Ron Sagen requested replacing Matt Richardson with Davin Moffat.

Ron Michitarian from Douglas County Sherriff's Office suggested replacing Brian Hubkey with Jeff Schemenauer as the voting member and replace Ron Elges with Ron Michitarian as the alternate.

Tod Carlini thanked Brandon Swain for his participation and commitment to LEPC.

Brandon Swain stated he learned a lot about emergency management.

MOTION to modify and update the Douglas County LEPC membership list, for law enforcement put the voting member as Sergeant Jeff Schemenauer and the alternate as Captain Ron Michitarian, under planning/public works add Greg Reed from the Gardnerville/Ranchos General Improvement District, under transportation to replace Brandon Swain with Melissa Raines from the Douglas County School District, under the SARA III Facilities add Zoe Spindelman from Bently and under 911/Communications replace Matt Richardson with Davin Moffat.

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOTION BY:</b>	Jeanne Freeman
<b>SECOND BY:</b>	David Fogerson
<b>AYES:</b>	None
<b>NAYS:</b>	None
<b>ABSENT:</b>	<b>Motion carried unanimously</b>

**5. For Presentation Only. Presentation from NV Energy to discuss their Wildland Fire Mitigation Program. (Elizabeth Breeden) 30 Minutes. No action may be taken on this item.**

Chris Hofmann, director of grid reliability from NV Energy gave a presentation on NV Energy's Wildfire Risk Mitigation Efforts.

Chris Hofmann applauded the State for passing bill SB329 passed for utility companies to participate and provide an emergency plan to local government to minimize fire risk.

NV Energy will start to do the following:

- Inspection of power poles. Replacing existing poles with iron steel poles. These poles have a longer life span.
- Introducing covered conductors in Lake Tahoe.
- Focusing on vegetation management. Vegetation Management cycles will be advanced to a 4-year cycle instead of an 8-year cycle.
- Working with Forest Service to reduce fire risks.

Chris Hofmann explained normal operation is automated; it goes from automation to one shot when fire season is declared. One shot is when fire season starts it extends the outages in the Tahoe Basin areas where there is a higher fire risk. Once out of fire season it is put, back into automated which results in less outages.

Tier three areas are what people would like to discuss. With passing, the SB329, NV Energy is 18 months behind from electric utility companies. Other companies have rolled out programs where NV Energy is in the process of rolling out the programs.

Chris Hofmann went over De-energization in detail. NV Energy watches the fuel, temperature, humidity and wind speed. An eight-day notice is given and the decision is made if a potential De-energization will take place. Notices are sent out notifying agencies that this will take place. Over the past twenty years there has been one event

Chris Hofmann went over the below:

- Operational Practices-We have implemented field and systems operations practices to mitigate wildfire risk, including field procedures, reclosing strategy and a no-test policy. We've used a one-shot, non-reclosing policy during fire season in Northern Nevada for several years, and completed circuit patrols prior to any reclosing or testing during fire season. ( This extends outages)
- Inspections and Corrections-Our overhead equipment inspection frequency, identification of fire-risk conditions and correction time frames are designed to mitigate against utility ignition.
- System Hardening-We are working to install equipment with less ignition risk. Categories include covered conductor, metal poles, non-expulsion cutouts, relays, pole wrap and other protective devices.
- Vegetation Management- Our vegetation management practices are focused on clearance distances and removal of hazard trees to minimize the chances of vegetation striking lines. We are increasing vegetation management cycles from every 8 years to every 4 years in high fire risk areas and taking immediate corrective action based on other patrols and inspections.

- Situational Awareness- Information about fire conditions can help guide other mitigation measures, including information from weather stations and cameras. We are working with UNR to install wildfire alert cameras and with Desert Research Institute to install weather stations in high fire risk areas.
- Proactive De-energization- Under extreme wildfire weather conditions, proactive de-energization of pre-identified circuits, or sections of circuits, will done to mitigate against potential electric facility-caused ignitions in high fire risk areas.

**6. For Presentation Only. Discussion on the Hazardous Mitigation Plan Update. There will be no action taken on this item. (Tod F. Carlini, Committee Chair) 5 Minutes.**

Tod Carlini explained the Hazard Mitigation Plan is in the final stages. The plan is updated every 5 years. The plan has been submitted to the State Department of Emergency Management. We are waiting to get a response back from FEMA with any changes or corrections that need to be made. The main areas of concentration with this revision were wildland fire, flooding, earthquake and public health.

The plan can be found on the County website. It is a lengthy document.

**CLOSING PUBLIC COMMENT (No Action)**

No public comment.

**7. For Possible Action. Discussion and possible action to approve the adjournment of the Local Emergency Planning Committee (LEPC) Meeting. (Tod F. Carlini, Committee Chair) 5 Minutes.**

MOTION to adjourn the LEPC meeting.

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOTION BY:</b>	Jeanne Freeman
<b>SECOND BY:</b>	Bob Colescott
<b>AYES:</b>	None
<b>NAYS:</b>	None
<b>ABSENT:</b>	<b>Motion carried unanimously</b>

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 10:27 a.m.

Respectfully submitted by:  
 Holly Megee  
 East Fork Fire Protection District  
 Douglas County Emergency Management