



## **Douglas County Emergency Management**

*Administered Under Interlocal Agreement By The  
East Fork Fire Protection District*

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

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**Douglas County Local Emergency Planning Committee  
Meeting will be held at  
1694 County Road  
Minden, NV 89423  
9:00 a.m.  
Final Agenda  
December 19, 2019**

The meeting will be held at the Douglas County Emergency Operations Center, 1694 County Road, Minden, Nevada 89423. This is a public meeting. In conformance with Nevada's Open Meeting Law, this finalized agenda was posted at least three business days prior to the meeting date at the following locations: Douglas County Emergency Operations Center, Gardnerville Post Office, Minden Post Office, Douglas County Public Library in Minden, Minden Inn Administration Building at 1594 Esmeralda in Minden and Douglas County Administration Building at 1616 8th Street in Minden. Questions concerning the agenda should be referred to Holly Megee, Senior Office Specialist, at East Fork Fire Protection District at 775-783-6408.

Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated "for possible action" shall include discussion and possible action to approve, modify, deny, "no action," or continue the item.

In order to ensure that every citizen desiring to speak before the Douglas County Local Emergency Planning Committee ("Committee") has the opportunity to express his/her opinion, it is requested that the audience refrain from making comments, hand clapping or making any remarks or gestures that may interrupt, interfere or prevent the speaker from commenting on any present or future project. Persons desiring an opportunity to address the Committee but who are not able to attend the meeting are requested to send an email to [hmegee@eastforkfire.org](mailto:hmegee@eastforkfire.org) at the East Fork Fire Protection District Administrative Offices at least 24 hours prior to the convening of the Local Emergency Planning Committee meeting.

Copies of supporting material can be requested in person from Holly Megee, 1694 County Road, Minden, Nevada or by calling 775-783-6408. Supporting material can also be found at [eastforkfire.org](http://eastforkfire.org). During the public hearing, supporting materials can be viewed in the Public Information Binder located in the lobby of the meeting room.

**Notice to Persons with Disabilities:** Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify

Holly Megee in writing at 1694 County Road, Minden, Nevada 89423 or by calling 775-783-6408 at least 20 hours in advance.

## **CALL MEETING TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **INTRODUCTION OF MEMBERS AND GUESTS**

## **CONFIRMATION OF QUORUM**

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

At this time, public comment will be taken on those matters that are within the jurisdiction and control of the Local Emergency Planning Committee but are not on the agenda for this meeting or those agenda items where public comment will not be taken as a public hearing is not legally required when an item is for presentation only.

Public comment may be limited to three minutes per speaker, which will be decided by the Committee Chair or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the 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 Committee Chair or designee.

### **ADMINISTRATIVE AGENDA**

The Administrative Calendar will be handled as follows:

- (1.) The Committee Chair will read the agenda title into the public record.
- (2.) Staff 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.
- (5.) Once the Committee has concluded their discussion, public comment will be allowed. Public comment 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.

On 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 or end of the meeting.

## **APPROVAL OF AGENDA**

**1. For Possible Action.** Approval of proposed agenda. The 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, Committee Chair) 5 Minutes.

## **APPROVAL OF PREVIOUS MINUTES**

**2. For Possible Action.** Approval of the June 7, 2019 meeting minutes. (Tod F. Carlini, Committee Chair) 5 Minutes.

**3. For Possible Action.** Approval of the September 13, 2019 meeting minutes. (Tod F. Carlini, Committee Chair) 5 Minutes.

**4. For Possible Action.** Discussion and possible action to review, update and adopt the Douglas County Local Emergency Planning Committee (LEPC) membership list including the appointment of members to positions and the removal of members from the LEPC membership list. (Tod F. Carlini, Committee Chair) 10 Minutes.

**5. For Possible Action.** Discussion and possible action to review, update and adopt the Douglas County Hazardous Materials Response Plan specific to NRT-1 requirements. (Tod F. Carlini, Committee Chair) 20 Minutes.

**6. For Possible Action.** Discussion and possible action to review, update and adopt the LEPC By-laws. (Tod F. Carlini, Committee Chair) 20 Minutes.

**7. For Possible Action.** Discussion and possible action to form a 2020 LEPC Sub-Committee on grant needs. (Tod F. Carlini, Committee Chair) 20 Minutes.

**8. For Presentation Only.** Staff Reports and Updates. (Tod F. Carlini, Committee Chair) 20 Minutes.

## **CLOSING 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 has not already been taken.

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

ADJOURNMENT

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.