



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: December 19, 2019 (9:04 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, East Fork Fire Protection District -Associate Member
Ron Michitarian, Douglas County Sheriff Office-Alternate
David Thomas, Douglas County CERT
Cari Rioux, Carson City Health and Human Services-Alternate
Todd Moss, Tahoe Douglas Fire Protection District
Chris Lucas, Tahoe Douglas Fire Protection District- Member
Scott Sneddon, Bently- Alternate
Bayan Lewis, Associate Member
Alyse Weyman, Nevada Division of Environmental Protection
Bob Colescott, Harrah's- Member
Willie Way, Harrah's- Alternate
Cameron McKay, Kingsbury GID- Member
Randall Perry, Aervoe Industries- Member
Elaine Pace, East Fork Fire Protection District-Alternate
Jamie Gower, Carson Valley Medical Center-Member
Kurt Hildebrand, The Record Courier- Member
Sheryl Christian, Douglas County Community & Senior Center-Member
Gary Swift, East Fork Fire Protection District Volunteer
Melissa Rains, Douglas County School District- Alternate

INITIAL MEETING BUSINESS

Call meeting to order

The meeting was called to order at 9:04 AM.

PLEDGE OF ALLEGIANCE

Todd Moss 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 Thomas from Douglas County Community Emergency Response Team (CERT) stated January 17, 18 & 19, 2020 a basic CERT training would take place at Station 2, located at 1255 Douglas Ave, Gardnerville. There are currently approximately 15 people signed up for the class.

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.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Kurt Hildebrand
SECOND BY:	Chris Lucas
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

Approval of Previous Minutes

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

MOTION to approve the June 7, 2019 minutes.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Cameron McKay
SECOND BY:	Scott Sneddon
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

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

MOTION to approve the September 13, 2019 minutes.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Scott Sneddon
SECOND BY:	David Fogerson
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

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.

Tod Carlini reviewed the membership list with all present. He explained this item would be on the agenda every meeting and it is important to continue to review the membership list.

Below are the requested changes:

- Remove Steve Eisele as an alternate for Civil Defense and add Amy Ray
- Remove Jim Antti as an alternate for EMS and add Todd Moss
- Add Willie Way as a second alternate for Local Industry

MOTION to 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.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	David Fogerson
SECOND BY:	Cari Rioux
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

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, Chair) 5 Minutes.

Tod Carlini explained one of the requirements for LEPC is annual review of the Douglas County Hazardous Materials Response Plan specific to the NRT-1 requirements. Provided was the NRT-1 checklist. He explained the plan has not changed. In the past LEPC has gone through the checklist but due to nothing changing it is not necessary.

Tod Carlini explained the plan would be changing next year so at that time LEPC will go over the plan.

MOTION to adopt the Douglas County Hazardous Materials Response Plan specific to NRT-1 requirements.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Kurt Hildebrand
SECOND BY:	Bob Colescott
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

6. For Possible Action. Discussion and possible action to review, update and adopt the LEPC By-laws. (Tod F. Carlini, Chair) 5 Minutes.

Tod Carlini explained this item is an annual requirement. The By-laws have not changed this year.

MOTION to adopt the LEPC By-laws.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Kurt Hildebrand
SECOND BY:	Scott Sneddon
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

7. For Possible Action. Discussion and possible action to form a 2020 LEPC Sub-Committee on grant needs. (Tod F. Carlini, Chair) 5 Minutes.

Tod Carlini explained the Sub-Committee for the grants is an important committee. The committee recommends how to spend the grant funding. It is important that everyone have an opportunity for the grant funds.

The following individuals would like to be on the LEPC Sub-Committee:

- Chris Lucas
- Bob Colescott
- Jeanne Freeman
- Jamie Gower
- Ron Michitarian
- David Fogerson

MOTION to form a 2020 LEPC Sub-Committee on grant needs as listed by the secretary.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Kurt Hildebrand
SECOND BY:	Cari Rioux
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

8. For Presentation Only. Staff Reports and Updates. (Tod F. Carlini, Chair) 5 Minutes.

Chris Lucas from Tahoe Douglas congratulated Todd Moss on the appointment of Assistant Chief at Tahoe Douglas.

Elaine Pace from East Fork Fire stated there would be a new volunteer academy starting on February 8, 2020. Please contact Elaine Pace if interested in signing up for the class.

Dave Thomas from CERT stated CERT currently has approximately 85 members.

Carrie Rioux from Carson City Health and Human Services noted the following:

- Shelter exercise with Douglas County and Carson City in March 2020
- Writing care site plan
- There were flu vaccinations given consisting of 60 events in 6 weeks. A total of 4,500 people were vaccinated in Lyon County, Douglas County and Carson City
- Still working on the Family Plan
- A tabletop will take place in May on Medical Countermeasures
- Cross Borders exercise will take place in 2020

Tod Carlini explained one of the most important things is the reunification and family assistance center resulting from the October 1 event. This is necessary. Response is one of the most important parts but also the smallest.

Tod Carlini reminded everyone that this LEPC is an all hazard LEPC not just Hazardous Materials.

Scott Sneddon from Bently would like to know if the money designated for the Quad County Hazmat Group training exercise is still on the table for this year. Scott Sneddon stated it is very helpful for all the Bently employees to participate.

David Fogerson from East Fork Fire stated LEPC is still waiting for approval of the SERC grants.

Rand Perry from Aervoe stated Williams Ridge Tech Park is growing with a new warehouse building added and plans for two more buildings in the future. Aervoe has placed the old fire pump as back up. Rand Perry invited the local fire stations to come to Aervoe for a tour of the new buildings.

David Fogerson explained rotations occur in February so he will be in contact with Rand Perry in February to set up tour dates.

Ron Michitarian from the Douglas County Sherriff's Office asked about the approval of the grant for their helmets.

David Fogerson explained the SERC meeting for that grant is today and he will know more after today.

Tod Carlini noted the following:

- Thanked Holly Megee for all her work with LEPC
- Douglas County Commission approved and adopted the Hazard Mitigation Plan. The plan has a lot of good information and is good for 5 years
- Thanked everyone for a good 2019
- Suggested having LEPC meetings at different locations next year possibly at the lake. (Willie Way from Harrah's stated he would like to host a meeting)
- Would like presentations from different agencies done at each quarterly meeting

Jamie Gower from Carson Valley Medical Center noted the following:

- CVMC is continuing to grow
- Joey Crandall will be leaving
- Security department was added last year and is moving to a 24/7 operation so there are job openings

Dave Fogerson from East Fork Fire noted the following:

- A Silver Crucible statewide exercise was done in October and went well
- State Emergency Response Commission (SERC) has had personnel issues. Things are now in place. There is a meeting today
- Working on updating the Quad County Hazmat Team Agreement
- An exercise will be held in Clear Creek in the Spring 2020
- Meeting about connecting CAD systems to dispatch
- Discussion about a free flu pod in Douglas County in Fall 2020

Cari Rioux stated there might be a Lyon County flu pod the same day as Douglas County and a Carson City flu pod the day before.

Todd Moss asked if there would be a flu clinic at the lake.

David Fogerson stated the free clinic allows one clinic and because there are more people in the valley, the clinic will be held in the valley. He explained there could be discussion to have a paid clinic at the lake.

Willie Way from Harrah has stated they are working on updating their command centers. Willie would like to do a late fall exercise upon Harrah's approval.

Bob Colescott from Harrah has noted the following:

- Stop the Bleed kits were purchased for the property
- Stop the Bleed training by Tahoe Douglas Fire was very successful
- Harrah's is looking into purchasing individual kits for each Harrah's security officer
- 2 of the July 2020 concerts at the lake have been announced
- The Harrah's bomb dog has been very helpful and positive

Cari Rioux thinks it would be a good idea to test the new Family Assistance Center Resiliency Plan with Harrah's.

Tod Carlini stated all of this discussion reinforces that LEPC is an all-hazard LEPC.

Cameron McKay stated the GID would like Stop the Bleed training.

David Fogerson will send Cameron McKay Stop the Bleed training information.

Cari Rioux reminded everyone the importance of sending her Stop the Bleed training sign-in sheets.

Kurt Hildebrand is working through the new ownership of the Record Courier.

Alyssa Weyman from Nevada Division of Environmental Protection explained what NDEP stands for. A lot is going on in the environmental protection department. She reminded everyone to keep her in the loop in over the state line effort.

Ron Michitarian stated Douglas County Sheriff's Office has been working with the casinos and Tahoe Douglas in regards to preparing for all the different New Year's Eve events going on at the lake.

9. 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 approve the adjournment of the Local Emergency Planning Committee (LEPC) Meeting.

RESULT:	APPROVED (UNANIMOUS)
MOTION BY:	Kurt Hildebrand
SECOND BY:	David Fogerson
DISCUSSION:	None
OPPOSED:	None
ACTION:	Motion carried unanimously

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 9:58 a.m.

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