



## **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 9:00 a.m. Final Agenda May 31, 2023**

Douglas County Local Emergency Planning Committee will be conducting its meeting in person and electronically. The meeting will be held at the Douglas County Emergency Operations Center, 1694 County Road, Minden, Nevada 89423. If you would like to view the Douglas County Local Emergency Planning Committee meeting, please contact Holly Megee prior to the day of the meeting at 775-783-6408 or [hmegee@eastforkfire.org](mailto:hmegee@eastforkfire.org) for details on how to log into the meeting.

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, Minden, Minden Inn Administration Building 1594 Esmeralda, Minden and Douglas County Administration Building, 1616 8th Street, Minden. Questions concerning the agenda should be referred to Holly Megee at East Fork Fire Protection District at 775-783-6408. An electronic copy of the agenda and supporting materials are available at the following websites:

- State of Nevada Public Notices website: <https://notice.nv.gov/>
- East Fork Fire website: <https://eastforkfire.org/>

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, Administrative Specialist II, 1694 County Road, Minden, Nevada or by calling 775-783-6408. During the public hearing, supporting materials can be viewed in the Public Information Binder located in the lobby of the meeting room.

Public comment will be accepted prior to the Douglas County Local Emergency Planning Committee meeting through either the email address provided below or by setting up a phone appointment with the East Fork Fire District office up until the day before the Douglas County Local Emergency Planning meeting.

- Written public comments may also be emailed to [hmegee@eastforkfire.org](mailto:hmegee@eastforkfire.org). All public comments must be received prior to the date of the meeting if the comments are to be included in the supplemental materials.
- All written public comments received prior to 4:00 PM the day before the Board meeting will be compiled and will be added as supplemental material for the Douglas County Local Emergency Planning Committee and the public to review prior to the meeting.
- Any written public comment received the day of the Douglas County Local Emergency Planning meeting will be compiled and added as supplemental materials to the East Fork Fire District's website and distributed to the Douglas County Local Emergency Planning Committee within 24 hours after the meeting.

It is the intent of the Douglas County Local Emergency Planning Committee to protect the dignity of citizens who wish to comment before the Committee. It is also the Douglas County Local Emergency Planning Committee's wish to provide the citizens with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the Douglas County Local Emergency Planning Committee for action without interference.

**Notice to Persons with Disabilities:** Members of the public who are disabled and require special assistance or accommodations 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.) The Committee will then ask any follow-up questions and take action.

## **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 March 1, 2023 meeting minutes. (Tod F. Carlini, Committee Chair) 5 minutes.

**3. 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) 15 minutes.

**4. For Presentation Only.** Presentations and LEPC member updates. No action may be taken on this item. (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. (Tod F. Carlini, Committee Chair)

**5. 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