



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: March 18, 2022 (9:05 AM)

Location: GoToMeeting & In Person-1694 County Road, Minden, NV 89423

Attendees: Tod Carlini, EFFPD-Member
Amy Ray, EFFPD-Member
Cari Rioux, Carson City Health and Human Services-Alternate Member
Greg Reed, Gardnerville/Ranchos GID-Alternate Member
Chris Lucas, Tahoe Douglas Fire Protection District- Member
Cody Brocksmith, Bently/Baker Hughes-Alternate Member
Karen Ellison-Douglas County Recorder-Member
Holly Megee, EFFPD-Associate Member
Jamie Gower, Carson Valley Medical Center-Member
Kurt Hildebrand, The Record Courier-Member
Elaine Pace, EFFPD-Alternate Member
Paula Peterson, South Lake Tahoe Now-Alternate Member
Brandon Garden, Kingsbury GID-Member
Melissa Blosser, Douglas County Manger's Office-Associate Member
Ron Michitarian, DCSO-Alternate Member
Megan Hall, Nevada Division of Emergency Management
Alicia Main, Carson Valley Chamber of Commerce-Member
Linda Skaggs, DART-Member

Initial Meeting Business

Call meeting to order

The meeting was called to order at 9:05 AM.

Pledge of Allegiance

Greg Reed 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 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.

There was no public comment.

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. 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.

Committee Chair Tod Carlini asked that everyone speaking please state your name prior to speaking and or making a motion.

MOTION to approve the agenda.

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|-------------------|-----------------------------------|
| RESULT: | APPROVED (UNANIMOUS) |
| MOTION BY: | Kurt Hildenbrand |
| SECOND BY: | Cari Rioux |
| AYES: | All |
| NAYS: | None |
| ABSENT: | Motion carried unanimously |

Approval of Previous Minutes

2. For Possible Action. Approval of the December 17, 2021 minutes. (Tod F. Carlini, Committee Chair) 5 Minutes.

Committee Chair Tod Carlini stated the draft minutes were sent via email for all to review.

Paula Peterson from South Lake Tahoe Now asked if it is normal to not have names or numbers next to ayes or nays. She explained under the motion it shows who moved, and that it passed unanimous but next to ayes and nays it shows none.

Clerk Holly Megee stated there were no nays and all approved.

MOTION to approve the December 17, 2021 minutes as written.

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| RESULT: | APPROVED (UNANIMOUS) |
| MOTION BY: | Paula Peterson |
| SECOND BY: | Jamie Gower |
| AYES: | All |
| NAYS: | None |
| ABSENT: | Motion carried unanimously |

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) 20 Minutes.

Committee Chair Tod Carlini stated this is a standing item and it was agreed that this be on all quarterly meeting agendas for review. He stated there was a request to change the position of two existing members.

Below are the recommended changes:

- Change Greg Reed from Gardnerville/Ranchos GID, representing Planning/Public Works from an alternate member to the voting member.
- Change Brandon Garden from Kingsbury GID, representing Planning/Public Works from the voting member to an alternate member.

MOTION to approve the membership list with the recommended changes.

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| RESULT: | APPROVED (UNANIMOUS) |
| MOTION BY: | Kurt Hildenbrand |
| SECOND BY: | Karen Ellison |
| AYES: | All |
| NAYS: | None |
| ABSENT: | Motion carried unanimously |

Committee Chair Carlini asked Clerk Holly Megee to send out the revised membership list after the change has been made.

4. For Possible Action. Discussion and possible action to approve the recommendations by the LEPC planning, training and exercise Sub-Committee. (Tod F. Carlini, Committee Chair) 10 Minutes.

Committee Chair Tod Carlini stated this is important agenda item being discussed today. Agenda items 4 and 5 are relevant to grants that LEPC is eligible for. He explained Amy Ray will go over the LEPC Sub-Committee recommendations.

Amy Ray stated background information was sent out to the LEPC members outlining the recommendations for the State Emergency Response Commission (SERC), Untied We Stand (UWS) and the Hazardous Materials Emergency Preparedness (HMEP) grants.

Below are the LEPC Sub-Committee recommendations that Amy Ray went over:

United We Stand-\$30,000.00

1. Voice Amps for East Fork Fire Protection District & Tahoe Douglas Fire -\$730 x 20= \$14,600
 2. Ballistic suit for Douglas County Sheriff's = \$3,440
 3. Breaching tool and power cartridge for Douglas County Sheriff's = \$10,935
- Total-\$28,975

State Emergency Response Commission (SERC)-\$30,000.00

1. 16CH 4W Radio Kit for Carson Valley Medical Center-\$565 x 5= \$2,825
 2. Display 4W LKP WIFI Capable for Carson Valley Medical Center-\$610 x 5= \$3,050
 3. Hazmat PPE for East Fork Fire Protection District =\$7,150
 4. Gas detector for East Fork Fire Protection District =\$4,600
 5. Air bottles for Tahoe Douglas Fire-\$1,154 x 10= \$11,540
- Total-\$29,165

Cari Rioux from Carson City Health and Human Services asked if there were any requested items that were not filled.

Amy Ray stated all requests were filled with the exception of the total number of air bottles for Tahoe Douglas Fire. Tahoe Douglas Fire requested 25 air bottles.

Ron Michitarian from Douglas County Sheriffs Office stated the Division Commander that made the request for the ballistic suit thanked the committee for the consideration but would like to remove that request.

Amy Ray stated that withdrawal would remove \$3,440 from the United We Stand grant making the new total \$25,535.

Kurt Hildenbrand from the Record Courier asked if we could use the money elsewhere to make up for the money not being used.

Amy Ray stated all the requests for the voice amps were filled.

Committee Chair Carlini stated you never want to leave grant money on the table. He asked Ron Michitarian if there were any other needs for the Sheriff's office.

Chris Lucas stated Tahoe Douglas' full amount of air bottles was not filled and they could use additional air bottles.

Ron Michitarian stated the Douglas County Sheriffs office does not have any other requests in place of the ballistic suit.

Committee Chair Carlini asked the utility companies if they had any items that would like to apply for.

Greg Reed from Gardnerville/Ranchos GID stated they could use a gas detector.

There was discussion as to the amount of the gas detector and if it fits into the grant.

Committee Chair Carlini asked if there are any other items or suggestions from the group.

Committee Chair Carlini asked if Chris Lucas was okay with giving Gardnerville/Ranchos GID the gas detector instead of additional air bottles for them.

Chris Lucas stated that is fine.

Committee Chair Carlini stated all grant recommendations will stay with the exception of removing the request for the ballistic suit and replacing it with a gas detector.

Amy Ray went over the below Hazardous Materials Emergency Preparedness (HMEP) recommendations:

1. Fire Shows West-East Fork Fire would like to send 10 individuals, Tahoe Douglas Fire 12 individuals, Carson Valley Medical Center 4 individuals, Carson Valley Health and Human Services 1 individual and Bently/Baker Hughes 3 individuals
2. Continuing Challenge- East Fork Fire would like to send 5 individuals and Tahoe Douglas Fire 6 individuals

Committee Chair Carlini explained a motion needs to be made for the recommendations from the Sub-Committee with the changes.

MOTION to approve the recommendations by the LEPC planning, training and exercise Sub-Committee as amended.

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| RESULT: | APPROVED (UNANIMOUS) |
| MOTION BY: | Kurt Hildenbrand |
| SECOND BY: | Cody Brocksmith |
| AYES: | All |
| NAYS: | None |
| ABSENT: | Motion carried unanimously |

5. For Possible Action. Discussion and possible action to approve to apply for the State Emergency Response Commission (SERC) grant, the United We Stand (UWS) grant and the Hazardous Materials Emergency Preparedness (HMEP) grant. (Tod F. Carlini, Committee Chair) 20 Minutes.

Kurt Hildebrand asked if there are any issues if a grant is over \$30,000.

There was discussion on the cost of items.

Committee Chair Tod Carlini volunteered for East Fork Fire to lessen the number of voice amps they are asking for.

Chris Lucas from Tahoe Douglas asked what quote was being used for the voice amps. He explained there are three different quotes.

Amy Ray stated the cost for each item are rough quotes from the Sub-Committee.

LEPC Clerk Holly Megee stated the actual quotes submitted are lower than the rough quotes so the total should stay at or under \$30,000. She does not think East Fork Fire needs to lessen the number of voice amps being requested.

Committee Chair Carlini stated we will be able to stay within the allowed amount. Our goal is to try to maximize each grant's potential.

MOTION to approve to apply for the State Emergency Response Commission (SERC) grant, the United We Stand (UWS) grant and the Hazardous Materials Emergency Preparedness (HMEP) grant not to exceed the totals set forth and as amended.

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| RESULT: | APPROVED (UNANIMOUS) |
| MOTION BY: | Kurt Hildenbrand |
| SECOND BY: | Alicia Main |
| AYES: | All |
| NAYS: | None |
| ABSENT: | Motion carried unanimously |

Closing Public Comment (No Action)

Committee Chair Tod Carlini thanked everyone for their participation. He stated it is important to have this meeting to be able to submit for grants.

He stated SERC has stepped up the review process and has had a change in Directors. It's all a good thing. He served on the committee for many years. He explained the committee has a large responsibility. They have gone through the compliance packet and noted a couple issues that are being addressed. The issues were related to exercises not being held in 2021 due to the fire activity. He will be working with an individual on the committee to have an actual fire incident apply as an exercise. He stated it is important to get things right. He appreciates everyone's participation. We continue to move forward to make Douglas County a more resilient county with respect to the hazardous material piece. It's important to not forget our LEPC is an all-hazard LEPC which handles and covers all hazards.

Cari Rioux, Carson City Health and Human Services gave the update below:

Quad-County Projects

- CHEMPACK training on April 12, 2022 9:30-11:30 am at East Fork Fire Station 12, people can attend virtually or in person. There will be a tabletop at the end of the training

Quad-County COVID Hotline

- The Quad-County COVID Hotline will be in place through Friday, April 1, 2022. Beginning Saturday, April 2, 2022, all callers to the Quad-County COVID Hotline will receive a message that the hotline is no longer available, but they can receive information regarding testing, vaccinations, or therapeutics through the State call center at 1-800-401-0946 seven days a week from 7am-8pm

COVID Vaccinations

- The Quad-County PHP team will continue to do community COVID vaccine events through April, twice a week rotating
- Once April is completed we will reevaluate the need and possibly go down to once a week rotating thru the counties

Misc. Items

- Started creating RN shelter kits.
- Family Assistance Center Exercise with trainings and workshops prior exercise
- Quad-County Mass Care Agreement

Committee Chair Carlini stated approximately 9,000 COVID test kits were issued in Douglas County. There are about 180 left at the Agriculture Extension.

Megan Hall, Division of Emergency Management gave the update below:

- Continue to process requests for COVID related supplies and equipment. We will soon consolidate our two warehouse operations down to one but that will not affect our ability to support the entire state, however it does create some logistical issues that would be greatly reduced by our partners

putting in requests for PPE and supplies and helping us to reduce the amount of stock we are housing at this time

- Training continues on a regular basis and all training courses are listed on www.nvntqs.net. More training courses are added on a regular basis so check back frequently
- New courses and other DEM information are sent out via our ListServ so if someone wants to be on the front end of information, that's the best way to get it
- In order to support our wildland fire crews and ensure that they have adequate access to training, we stand down all of our All-Hazards Position Specific and All-Hazards IMT courses from April 16th-October 15th of each year
- There are plenty of other courses that are offered during these months so be sure to look for those
- Our State Training Officer, Lori DeGristina, and our State Exercise Officer, Rodney Wright, are here to support all jurisdictions in the state. If you need assistance finding courses or help with exercises, please reach out to us at any time
- NEPA- is the Nevada Emergency Preparedness Association in which the whole community is welcome to join in raising the preparedness across the state. All are welcome to attend and I would be happy to answer any questions about the association

Chris Lucas asked if there is any information on the fourth dose and the increase in another variant.

Megan Hall stated DEM is not making an official recommendation about booster vaccinations for COVID-19. Many of the counties across the state are at or under the World Health Organization goal of 5%, however there are still a small number of counties who are continuing to decline towards the 5% goal. Here in Nevada the CDC COVID Community Level tool has listed all counties in a Low status. DEM is monitoring the new BA.2 variant and is in a forward leaning posture for monitoring and preparedness, however currently all DEM Management Action Points are in a monitor status. State leaders are in discussions about allowing the emergency declaration to end. DEM is seeing things level out and is hoping to move out of the pandemic phase and into the endemic stage.

Chris Lucas stated he was just trying to gauge the level of concern.

Megan Hall stated DEM is waiting for the grants from the federal side, the notice of funding opportunity. The budget still has not passed so it is still unknown.

Committee Chair Carlini confirmed it is on the grants moving forward not the current ones.

Megan Hall stated that is correct.

Cari Rioux stated from a public health standpoint monitoring is being done in regards to the boosters. No information has been given about the new variant.

Chris Lucas stated he uses some of the LEPC agencies information and data as his level of concern.

5. 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.

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| RESULT: | APPROVED (UNANIMOUS) |
| MOTION BY: | Kurt Hildenbrand |
| SECOND BY: | Chris Lucas |
| AYES: | All |
| NAYS: | None |
| ABSENT: | Motion carried unanimously |

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 9:48 AM.

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