

**MINUTES
of the meeting of the
CARSON CITY
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

December 7, 2010

The Carson City LEPC held a public meeting on December 7, 2010, beginning at 1:33 p.m. in the meeting room of Fire Station No. 1, 777 S. Stewart Street, Carson City.

1. Call to Order

The meeting was called to order by Alternate Chair Tom Tarulli.

2. Roll Call and Determination of a Quorum

Voting members present were John Arneson, Kevin Curnes, Hank Lucas, Lee Radtke, Ray Saylo, Darren Selby, Tom Tarulli, and Marena Works (which constituted a quorum).

Voting members absent were William Bergquist, Jonathan Crawford, Brian Crowe, Dave Dawley, Stacey Giomi, Phillip Harrison, and Linda Hurst. Non-voting members absent were Jerry Evans, Keith Forbes, and Rhett Milne.

3. Approval of September 14, 2010, Meeting Minutes

It was moved by Ray Saylo, seconded by John Arneson, with motion carried, that the minutes of the September 14 meeting be approved as submitted.

4. Public Comments and Discussion

There were no public comments or discussion.

5. Discussion and Action to Review and Approve the LEPC's Membership List

Tom asked committee members to look over the membership list to make sure their information was accurate and to let staff know if there have been any changes so that the list could be updated. He also mentioned that Bonnie Parnell, who had been the elected state official representative on the LEPC, was no longer on the committee as she was no longer an assemblywoman. Tom said that they will be seeking to recruit another elected state official (as this is required representation) and asked the committee to send any suggestions as to who they felt might fill this position to Chief Giomi.

It was moved by Hank Lucas, seconded by Lee Radtke, with motion carried, that the existing LEPC membership list be approved.

6. Discussion and Action to Review and Approve the LEPC's Bylaws

The bylaws were reviewed by committee members, and as no changes were suggested (other than the 2011 membership list replacing the 2010 list in Attachment A), it was moved by Darren Selby, seconded by Kevin Curnes, with motion carried, that the bylaws be approved as written.

7. Discussion and Action to Review and Approve the Annual Revision of the Carson City Hazardous Materials Emergency Response Plan

Tom went over the changes proposed to the Hazardous Materials Emergency Response Plan, which included the following:

- Redating the promulgation letter to reflect the date of the approved plan;
- Under Section I, substituting the current year's Tier II chemical listing for the previous year's listing;
- Under Section II, adding one new SOP (HM O24);
- Under Section IV, updating telephone numbers, referencing the International Fire Code instead of the Uniform Fire Code, and deleting NAC/NRS information which was no longer applicable;
- Under Section VI, making reference to the Emergency Resource Directory rather than having it included as an attachment;
- Under Section VII, changing the Emergency Operations Plan Evacuation excerpt into an attachment for ease in updating; and
- Under Sections VIII and IX, updating the language and listing the 2011 schedule of haz-mat drills and skills sessions.

Tom said that a copy of the plan would be provided to any committee member who requested one. It was then moved by John Arneson, seconded by Hank Lucas, with motion carried, that the new changes be adopted and the revised plan be approved.

8. Discussion and Action to Review and Approve the Annual Level of Response Questionnaire

The annual Level of Response Questionnaire was distributed, with Tom saying that there were no changes from last year's. It was then moved by Kevin Curnes, seconded by Lee Radtke, with motion carried, that the Annual Level of Response Questionnaire be approved.

9. Report of the October 14 Nevada State Emergency Response Commission (SERC) Meeting

Tom said that as no special information had been provided to him from Chief Giomi to share with the committee in regard to this SERC meeting, he had nothing to report on this matter.

10. Reports of LEPC Members

- Marena Works said that they will be conducting an animal evacuation exercise for dogs only with the Animal Services shelter. The date has not yet been set as it will be held in conjunction with some remodeling work to be done in the dog kennel. Although they had originally hoped this would last for only a few days, it now looked like it might take three to four weeks. However, she felt this long-term situation would probably make for a better exercise because if a major incident occurred, the shelter would more than likely be shut down for a greater period of time than just a few days.
- Ray Saylo reported that there had been a recent lock-down incident at the high school and that the Sheriff's Office would be meeting the next day to discuss some of the problems encountered. He said that although they had a good handle on the situation overall, there had been a breakdown in communication with the news media which led to some misinformation being reported—and that this situation would be rectified in the future.
- Hank Lucas reported that the Inter-Hospital Coordinating Council in Reno has delivered most of the ham radios to the area hospitals although the other radios haven't been delivered yet.
- Lee Radtke said that they distributed the Community Emergency Response Team's (CERT) informational guide to team members at last night's general meeting, and copies of this guide will be placed in the EOC and Incident Command Center.
- Kevin Curnes thanked the Sheriff's Office for its role in the recent incident at the high school. He said that the response had been very well organized, but as they did learn some things they needed to learn, he felt the response should be even better next time. He also thanked Gary Dunn for contacting them to determine whether they needed any CERT services, which had been reassuring to the school district.

11. Next Year's Meeting Dates

It was moved by Lee Radtke, seconded by Kevin Curnes, with motion carried, that next year's meeting dates be scheduled for March 1, June 7, September 13, and December 6—all to be held at 1:30 p.m. in the meeting room of Fire Station #1.

12. Adjournment

It was moved by Ray Saylo, seconded by Lee Radtke, with motion carried, that the meeting be adjourned at 1:54 p.m.

Recorder: Judy Dietrich