

**MINUTES  
of the meeting of the  
CARSON CITY  
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)  
June 7, 2016**

The Carson City LEPC held a public meeting on June 7, 2016, beginning at 1:30 p.m. in the meeting room of Fire Station No. 51, 777 S. Stewart Street, Carson City.

**1. Call to Order**

The meeting was called to order by Chair, Robert Schreihans.

**2. Roll Call and Determination of a Quorum**

Voting members present were Nicki Aaker, Stacey Belt, Lisa Christensen, Brian Crowe, James Freed, Phillip Harrison, Jeff Melvin, P.K. O'Neill, Robert Schreihans, Tom Tarulli and Ann Wiswell, which constituted a quorum.

Voting members absent were Mark Cyr, Dan Shirey and Jim Shirk. Non-voting members absent were Jerry Evans, Keith Forbes and Chris Smallcomb.

Also present were Angela Barosso (Carson City Health and Human Services), Matthew Shafer (Western Nevada College) and Iris Yowell (Carson City District Attorney's Office).

**3. Agenda Management Notice – Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.**

**4. For Possible Action: Approval of March 1, 2016 Meeting Minutes**

It was moved by Stacey Belt, seconded by Jeff Melvin, with all ayes in favor of the minutes of the March 1 meeting be approved as submitted.

**5. For Possible Action: To appoint Matthew Shafer (Western Nevada College) as the Local Environmental representative to the LEPC**

Matthew Shafer introduced himself, and thanked the committee for inviting him into membership. Brian Crowe described his retirement plans, and also gave praise to the committee for their hard work and professionalism over the years.

It was moved by P.K. O'Neill, seconded by Phillip Harrison, with all ayes in favor for Matthew Shafer to be appointed as the Local Environmental representative to the LEPC.

**6. Report on activities associated with the Citizen Corps Council Initiatives (Discussion Only – No Action)**

Stacey Belt reported on Community Emergency Response Team (CERT) activity. She said the Carson City CERT has completed five months of training and exercises so far this year. The team recently competed in the CERT Rodeo this past weekend (Saturday, June 4<sup>th</sup>) at the skills-based assessment exercise, taking second place to the winning team from Washoe County.

A CERT Academy was recently held, and a few new members were added to the team.

Lisa Christensen requested more CERT information from Stacey.

Angela Barosso reported on the following Medical Reserve Corps (MRC) activities:

- The statewide quarterly ESAR-VHP / MRC meeting was held
- MRC Volunteer Meeting and Appreciation Dinner
- Updating MRC Intermedix database and following up with pending volunteers

Angela gave information about the flu clinic being planned as a preparedness exercise this fall. The vaccines would not be free this time, but will be billed to insurance or paid on site. Vaccines would be given on a walk-in basis.

Stacey Belt and Angela described some of the challenges faced when dealing with volunteers and donations during a large scale incident. Angela explained volunteer reception center establishment during such incidents.

Jeff Melvin reported on recent Volunteers in Police Service (VIP) activity. He described the tasks which VIP members have completed during the month of May including: 43 vehicle tows (abandoned, expired registration), five Deputy assists, 17 days of radar (which resulted in 87 letters to violators), Mobile Radar Unit for four days, three cellular use letters and 16 warnings. A total of 175 tasks were completed in May - 669 total tasks since January of this year.

**7. Report on activities associated with the Community Health Care Coalition  
(Discussion Only – No Action)**

Angela Barosso reported on the Public Health Preparedness and Hospital Preparedness Activities as follows:

- Collaborating on FSE Ebola drill with Emergency Management and CTH
- Recruiting for First Aid booths for: Carson Valley Days, Epic Rides, upcoming clinics and Family Assistance Center Training
- Presented information on Health Department programs to City Library staff and distributed a variety of resource materials
- Assisted a long-term facility in preparedness planning, including development of an evacuation plan
- Presenting 3-part series on how to stay healthy to senior independent living facility; first session on social isolation
- Finalizing the Regional Isolation and Quarantine Plan with Washoe County Health District
- Collaborating with Washoe County Health District on a Regional Pharmaceutical Cache project
- Developing a Flu Point of Dispensing Training and Exercise for 5<sup>th</sup> Annual Rural Preparedness Summit in Fallon June 21-23, 2016
- Integrated the Ebola Response Plan into the Concept of Operations Plan for Infectious Disease and developed a Community Mitigation appendix
- Submitted Infectious Disease Control Plan and Training PowerPoint for East Fork Fire EMS; working with Storey County EMS and Lyon County EMS to adopt this plan
- Finalizing the Regional Medical Surge Plan
- Participated in CCHHS Town Hall meeting at Carson Tahoe Health
- Planning members for Community Health Needs Assessments in Carson City and Douglas County
- Participated in local LEPC meetings, Crisis Standards of Care advisory group; Douglas County Healthcare Coalition

**Note:** *First Carson City Healthcare Coalition Meeting July 28 at Station 51, 8:30 a.m. – 10:30 a.m.*

- Crisis standards of care public participation survey available by Survey Monkey. Link to the survey: [www.surveymonkey.com/r/nevadacsc](http://www.surveymonkey.com/r/nevadacsc)

**8. Reports of Committee Members (Discussion Only – No Action)**

Lisa Christensen reported on 2016 Homeland Security Grant activity, as well as the first committee meeting on 8090 Nevada Mutual Aid. She explained that Tribes needed to opt-in, with a June 30 deadline. Lisa also described the water distribution POD which is scheduled for June 10.

Matt Shafer explained fire drill and CDC testing scheduled for July when classes are not in session at WNC. Emergency siren systems have been installed on campus.

Tom Tarulli congratulated Stacey Belt on the successful CERT Rodeo, noting the impressive organization of Stacey and the rest of the team. Tom expanded on the Epic Rides event which will be held next weekend.

Jim Freed reported on participating in the Ebola drill mentioned by Angela Barosso. Jim described the Haz Mat training as well as Mass Casualty incident response training for hospital staff.

Ann Wiswell gave an update on the School District's Emergency Operations Plan, and is still working with Stacey Belt and the Sheriff's Office on developments. Drills and exercises are being planned for next year.

Jeff Melvin reminded the group of the summer events which will keep all agencies very busy. Some events mentioned were the State Fair, Epic Rides and Rockabilly Riot.

Angela Barosso reviewed the Community Healthcare Coalition meeting which will be held by Dr. Susan Pintar on July 28.

Bob Schreihans reported there have already been 4,300 calls this year, and the Fire Department is working on getting additional staffing. Bob also commended Tom Tarulli on the great job collaborating with the Sheriff's Office and Health Department in preparation for the Epic Ride weekend activities.

**9. Next Meeting Date: September 13, 2016**

**10. Public Comment**

There was no public comment.

**11. For Possible Action: To adjourn**

It was moved by Stacey Belt, seconded by Tom Tarulli, with motion carried unanimously, that the meeting be adjourned at 2:06 p.m.

Recorder: Kristen Pradere