

**MINUTES
of the Meeting of the
Carson City
LOCAL EMERGENCY PLANNING COMMITTEE
March 6, 2018**

The Carson City Local Emergency Planning Committee held a public meeting on March 6, 2018, 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, Sean Slamon.

2. Roll Call and Determination of a Quorum

Voting members present were Nicki Aaker, Stacey Belt, Timothy DeHaven, James Freed, Phillip Harrison, Mark Irwin, Jeff Melvin, Tom Raw, Matthew Shafer, and Sean Slamon, which constituted a quorum. Non-voting member present was Chris Smallcomb.

Voting members absent were David Bruketta, Ann Cyr, Mark Cyr, Ken Furlong, Al Kramer, and Darren Schulz. Non-voting members absent were Jerry Evans and Keith Forbes.

Also present were Janell Woodward (Nevada Division of Emergency Management State Hazard Mitigation Officer), Iris Yowell (Carson City District Attorney's Office), Dave Yohey (Chromalloy), Jeanne Freeman (Carson City Health and Human Services), Bunny Bishop (Nevada Division of Water Resources - State Floodplain Manager), and Curtis Horton (Carson City Public Works).

3. Public Comments and Discussion

There were no public comments.

4. For Possible Action: Approval of December 5, 2017 Meeting Minutes

It was moved by Timothy DeHaven, seconded by Stacey Belt, with all ayes in favor (*with the exception of James Freed who abstained because he was not in attendance at the December meeting*) that the minutes of the December 5 meeting be approved as submitted.

5. For Possible Action: To appoint Tom Raw (Carson City Fire Department) as the Firefighting representative to the LEPC

It was moved by James Freed, seconded by Jeff Melvin, with all ayes in favor to appoint Tom Raw as the Firefighting representative to the LEPC.

6. For Possible Action: To appoint Curtis Horton (Carson City Public Works) as the alternate Transportation representative to the LEPC

It was moved by Stacey Belt, seconded by James Freed, with all ayes in favor to appoint Curtis Horton as the alternate Transportation representative to the LEPC.

7. For Possible Action: To review and approve the FY 2019 State Emergency Response Commission (SERC) Planning, Training, and Equipment Grant Application

A copy of the 2019 State Emergency Response Commission (SERC) grant application was distributed for review. It was moved by Timothy DeHaven, seconded by Matthew Shafer, with all ayes in favor that the Committee approves the submittal of the FY 2019 SERC Planning, Training, and Equipment Grant application as described to the State Emergency Response Commission.

8. State and Local Discussion Tabletop to Review Mitigation Strategies (Discussion Only – No Action) (*Janell Woodward, DPS and Bunny Bishop*)

Stacey Belt informed the Committee that members from the State Emergency Management Division were in attendance. Stacey explained when the Hazard Mitigation Plan was put together in 2016 each Department who had an area of responsibility provided and assisted with putting together an action plan for areas to work on throughout the five year cycle of the Hazard Mitigation Plan.

Janell Woodward introduced herself and Bunny Bishop to the Committee. Copies of the Table 8-4 Action Plan Matrix were distributed for review. Janell explained that each number on the Action Plan Matrix would be reviewed and status updates for 2017 added. Janell noted that this counts as a table top exercise for the Committee.

Bunny Bishop reminded the Committee that Robb Fellows is the contact for Carson City for Floodplain Management.

Bunny noted that some of the Federal Insurance Floodplain Maps have been updated. She added if anyone has questions about the National Flood Insurance Program to contact Robb or herself.

Janell Woodward recommended that the Committee keep the Hazard Mitigation Plan update on LEPC agendas so it is reviewed on a regular basis.

9. Update on spring weather outlook (Discussion Only – No Action) (Chris Smallcomb, NWS Reno)

Chris Smallcomb gave a brief outlook on what can be expected for spring weather.

- Even after a dry winter, substantial moisture may still be seen in spring
- Weather outlook for spring and summer is a huge wildcard
- Snowmelt river flooding – lower than average risk due to lack of robust snowpack
- Flash flooding – typical risk levels from any spring atmospheric rivers and localized thunderstorms. Recent wildfire areas with high burn severity in steep terrain should be closely monitored because they can flood quickly
- Wildland fire – higher than normal risk due to dense carryover grass/fine fuels and lower than normal winter precipitation
- Messaging, fire briefing calls, and partner emails will continue the same process from the National Weather Service to agencies
- National Weather Service is happy to provide weather support for large public events

10. Report on activities associated with the Citizen Corps Council Initiatives (Discussion Only – No Action) (Stacey Belt)

Stacey Belt informed the Committee that the Community Emergency Response Team (CERT) training is ongoing meeting on a monthly basis. Four Carson City CERT members attended the Family Assistance Center training that was held at the end of February.

Jeff Melvin reported that the VIPs complete over 100 activities per month including vehicle tows and VIN checks. He added that this relieves Deputies from having to complete these tasks. Jeff reported on a new program that the VIPs are providing which is transportation for veterans, with Veteran volunteers' assistance to the Veteran Affairs (VA) Hospital in Reno.

Jeanne Freeman reported that the Medical Reserve Corps (MRC) completed the pediatric comfort kit project. She said the time to complete this task equated to about \$6,200 worth

of volunteer time. Jeanne explained that this was in partnership with HOSA, a group of students out of Carson High School. The MRC has been working with a team of four HOSA students who will be competing at State and possibly Regionals with some of their Emergency Preparedness activities. These students have been working to assist their school with identifying how they would respond to health related incidents at the school.

Jeanne said five new MRC members have been added in the last six weeks. One reason for the addition is because Katherine Dew, the MRC Coordinator, is being deployed for two years. Health and Human Services is working through the process of backfilling her position while she is away.

Jeanne added that a very robust recruitment campaign has been developed and will be rolled out starting in July. This was based on a Gap analysis that was done in the Medical Reserve Corps.

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

Nikki Aaker reported that Health and Human Services will be having their Point of Distribution (POD) exercise this year, which is known as the Community Flu Event. The POD location has not yet been confirmed, but Jeanne Freeman said the plan is for this to be a drive thru POD.

Jeanne Freeman reported on the following Public Health Preparedness and Health Department items:

- The Health Department is in the process of building their grant budget, and Jeanne said she has been in contact with the Fire Department and the Sheriff's Office regarding different community wide projects that would help with emergency related items such as Pulse Point and responses to mass casualty type situations. Nicki Aaker added that the Public Health Preparedness division is 100 percent grant funded.
- The final Access and Functional Needs Support Team Training for this fiscal year will be held on March 7th. The Division of Emergency Management has requested that the Health Department build into their budget the ability to offer at least one of these trainings in northern Nevada and one in southern Nevada next year. The Access and Functional Needs Team is able to assist in multiple venues.
- The Health Department will be working alongside with the Quad County HazMat Team during the upcoming CHEMPACK training.
- Eight Public Health Preparedness plans have been updated in 2018.
- The Carson City Sheriff's Office will be completing an Active Shooter Training and Drill with Health and Human Services.

Curtis Horton reported that Carson City Public Works is working on the storm water projects, repairs, and corrections.

Sean Slamon thanked Curtis Horton and Carson City Public Works for the quick action taken in cleaning off the sidewalks from the large amount of snow fall.

12. Next Meeting Date: June 5, 2018

13. Public Comment

There was no public comment.

14. For Possible Action: To adjourn

It was moved by James Freed to adjourn the meeting at 2:23 p.m.

Recorder: Shelby Price