

**MINUTES
of the Meeting of the
Carson City
LOCAL EMERGENCY PLANNING COMMITTEE
June 5, 2018**

The Carson City Local Emergency Planning Committee held a public meeting on June 5, 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, Ann Cyr, Mark Cyr, Timothy DeHaven, Phillip Harrison, Jeff Melvin, Tom Raw, Darren Schulz, and Sean Slamon, which constituted a quorum.

Voting members absent were David Bruketta, James Freed, Ken Furlong, Al Kramer, and Matthew Shafer. Non-voting members absent were Jerry Evans, Keith Forbes, and Chris Smallcomb.

Also present were Dyan Wilson (MRC Volunteer), Jeanne Freeman (Carson City Health and Human Services), Iris Yowell (Carson City District Attorney's Office), Rick Cooley (Carson City Public Works), Curtis Horton (Carson City Public Works), and Alex Lanza (Nevada Division of Environmental Protection – Chemical Accident Prevention Program).

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. Public Comments and Discussion

There were no public comments.

5. For Possible Action: Approval of March 6, 2018 Meeting Minutes

It was moved by Nicki Aaker, seconded by Ann Cyr, with all ayes in favor (*with the exception of Mark Cyr who abstained because he was not in attendance at the March meeting*) that the minutes of the March 6 meeting be approved as submitted.

6. For Possible Action: To appoint Rick Cooley (Carson City Public Works) as the Local Environmental representative to the LEPC

Darren Schulz informed the Committee that David Bruketta left Carson City Public Works (CCPW); CCPW would like Rick Cooley to take David's place on the LEPC.

It was moved by Darren Schulz, seconded by Mark Cyr, with all ayes in favor to appoint Rick Cooley as the Local Environmental representative to the LEPC.

7. For Possible Action: To review and approve the FY 2019 United We Stand (UWS) Grant Application

A copy of the 2019 United We Stand grant application was distributed for review. Stacey Belt explained that the purpose of this grant is to fight terrorism and when the opportunity came up to apply for this grant, Carson City Fire Department (CCFD) identified a need for tactical vests to be used in the event of terrorism or a domestic related event that includes gunfire. Stacey explained that CCFD is asking the LEPC to support the submission of this grant for \$17,250 which will allow for the purchase of 30 Emergency/Rescue Response Vests for firefighters. Sean Slamon added that CCFD has three members who are part of the Carson City Sheriff's Office (CCSO) SWAT team; these members are considered Tactical Paramedics and are already outfitted and equipped. This grant, if approved, would allow on duty personnel to enter into warm or hot zones on scene and make rescues or remove victims. Sean added that extensive training has been completed with CCSO, Capitol Police, and several other local agencies.

(Jeff Melvin arrived at the meeting).

Darren Schulz asked if these Emergency/Rescue Response Vests would stay on the Fire Department vehicles. Sean Slamon responded that these would stay on Department vehicles and procedures would be in place.

It was moved by Darren Schulz, seconded by Timothy DeHaven, with all ayes in favor of approval of the application and submission for funds to purchase body armor for first responders.

8. Report on Lessons Learned from the CHEMPACK Exercise with Douglas County (Discussion Only – No Action)

A handout was distributed outlining the Lessons Learned from the Quad-County HazMat & CHEMPACK Exercise. Jeanne reported that one of the assets hosted in Carson City is a CHEMPACK, which is a pre-deployed asset that is part of the Strategic National Stock Pile. The medications in this CHEMPACK are nerve agent antidotes that can assist during a variety of different scenarios. Jeanne said Carson City and Reno are the two CHEMPACK hosts for northern Nevada, the rest are located in southern Nevada. She explained that there are two types of CHEMPACKS, hospital CHEMPACKS and EMS CHEMPACKS, and the difference between the two is the number of doses available in the CHEMPACK.

Jeanne reported that the CHEMPACK program has been in Nevada since 2006. She added that table top exercises have been completed, but there have not been a lot of full scale exercises or drills completed.

Jeanne expanded on the scenario and objectives from the exercise held on March 29, including the strengths and areas of improvement for the following: CHEMPACK requesting, notification & transport of asset, and chain of custody forms.

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

Stacey Belt said she attended the State Citizen Corps Council meeting and received updates from the various volunteer organizations encompassed within the Citizen Corps in Carson City which include: the Medical Reserve Corps (MRC), Volunteers in Police Service (VIP), and the Community Emergency Response Team (CERT).

Stacey reported on the following Community Emergency Response Team (CERT) activities:

- Carson City CERT has completed 51 hours of volunteer work since the last LEPC meeting including the completion of two EOC drills.
- In anticipation of fire season, the CERT inventoried the two shelter trailers from the perspective of an evacuation center. These trailers can be used independently to set up evacuation centers or the start of a shelter in anticipation of the American Red Cross taking over.
- The CERT will now be focused on putting together the family assistance center “go-boxes” for instant deployment.

Jeff Melvin reported of the following Volunteers in Police Service (VIP) activity. He described the tasks which they have completed in 2018 including: 260 tows, 63 Deputy assists, 31 days of mobile radar (resulting in 205 letters to violators), and 138 VIN checks.

Stacey Belt noted that the VIP is in charge of the Veteran's Program which involves transporting Veteran's to the Veteran Affairs (VA) Hospital. Stacey said this program is receiving great community response and accolade.

Jeanne Freeman reported on the following Medical Reserve Corps (MRC) activities:

- The MRC has had challenges with staffing this year.
- MRC is still completing their monthly newsletter.
- Jeanne attended a National Mass Care Exercise in Arizona and learned a lot about Mass Care Sheltering and what that might entail for Carson City and in northern Nevada. She noted that internal evaluation will be done to see if additional recruitment needs to take place for the MRC in regards to how they can handle their spontaneous volunteers and vetting of volunteers for events.
- MRC participated in a Safety Day in Douglas County and is now preparing for National Night Out in Carson City.
- MRC volunteers will assist with a Community Assessment Survey for preparedness and emergency response in Carson City. Questions are being developed to evaluate where the community is on their preparedness level and how community members would like to receive notification messages during an emergency. MRC is working with CCFD and CCSO and the goal is to collect 210 surveys in Carson City in the month of September.
- MRC in partnership with CERT will be leading the Point of Distribution (POD) flu clinic in October.

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

Alex Lanza with the Nevada Division of Environmental Protection introduced himself to the Committee and said he will be attending the LEPC meetings in place of Kelly Thomas.

Stacey Belt reported that Carson City is finishing up reimbursement claims to the State and to FEMA for the 2017 Flood Events.

Ann Cyr reported that Carson City School District is finishing up their final week of school. Ann added that the School District is preparing for their upcoming safety inspections and are updating their Emergency Operations Plan (EOP) for next year.

Ann said she attended an active assailant full scale exercise at Clark County School District which had representatives from the following: Las Vegas Metro Police Department, Clark County School District, Henderson, North Las Vegas, FBI, SWAT, and numerous others. Ann explained that this was a tactical exercise and did not involve school districts directly.

Nicki Aaker reported that Health and Human Services held an Active Shooter Training for their employees in May; the Department learned valuable information from this.

Jeanne Freeman has coordinated staffing for the First Aid booth at Epic Rides in Carson City, June 15-18. Sean Slamon added that in depth preplanning has taken place for Epic Rides. CCFD, CCSO, and CCSO Search and Rescue are heavily involved.

Curtis Horton said he did not have a lot to report from Transportation. He noted that Public Works is trying to get the road closures and street work completed quickly.

Jeff Melvin said he is retiring from CCSO so this would be his last LEPC meeting.

11. Next Meeting Date: September 11, 2018

12. Public Comment

There was no public comment.

13. For Possible Action: To adjourn

It was moved by Stacey Belt to adjourn the meeting at 2:06 p.m.

Recorder: Shelby Price