

**MINUTES  
of the Meeting of the  
Carson City  
LOCAL EMERGENCY PLANNING COMMITTEE  
September 1, 2020**

The Carson City Local Emergency Planning Committee held a public meeting on September 1, 2020, beginning at 1:33 p.m. via conference call.

**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 Ann Cyr, James Freed, Jeanne Freeman, Andy Hummel, Tom Raw, Craig Robinson, Darren Schulz, Sean Slamon, and Jerome Tushbant which constituted a quorum.

Voting members absent were Ken Furlong, Al Kramer, Sandy Wartgow, and Dave Yohey. Non-voting members absent were Jerry Evans, Keith Forbes, and Chris Smallcomb.

Also present were Todd Reese (Carson City District Attorney's Office), Rick Cooley (Carson City Public Works), and Mark Stearns (The Salvation Army).

**3. Public Comment:**

There were no public comments.

**4. For Possible Action: Approval of Minutes – June 2, 2020**

It was moved by Tom Raw, seconded by Ann Cyr, with all ayes in favor that the minutes of the June 2<sup>nd</sup> meeting be approved as submitted.

**5. For Information Only: Matthew Shafer's resignation from the Carson City LEPC.**

Sean Slamon reported that Matthew Shafer has been reassigned to a new position with Western Nevada College and he is no longer able to serve in that capacity on the LEPC.

**6. For Possible Action: Discussion and possible action to appoint Craig Robinson (Western Nevada College) as the Local College representative to the LEPC.**

It was moved by Tom Raw, seconded by James Freed, with all ayes in favor to appoint Craig Robinson as the Local College representative to the LEPC.

Craig reported that he has been the Environmental Health and Safety Officer with Western Nevada College for several years. Craig said he is going to be the primary and the main Police Officer at WNC will be the alternate to represent the college.

**7. For Possible Action: Discussion and possible action to appoint Mark Stearns (The Salvation Army) as the Community Group (Faith-Based) representative to the LEPC.**

It was moved by Andy Hummel, seconded by Tom Raw, with all ayes in favor to appoint Mark Stearns as the Community Group (Faith-Based) representative to the LEPC.

Mark introduced himself to the Committee and said he is privileged to be here with the Committee and was looking forward to meeting everyone in person. Mark said he and his wife moved to Carson City two months ago from Washington and said they have been a part of The Salvation Army since 2005. Sean thanked him and welcomed him to northern Nevada and the LEPC.

**8. For Possible Action: Discussion and possible action to appoint Aaron Lowe (Carson City Fire Department) as the Firefighting representative to the LEPC.**

It was moved by James Freed, seconded by Jeanne Freeman, with all ayes in favor to appoint Aaron Lowe as the Firefighting representative to the LEPC.

Aaron introduced himself to the Committee and said he looks forward to meeting everyone in person. Aaron said he spent 24 years in Chico, California working for the fire service there before moving on to Santa Cruz where he was the Fire Chief for almost three years, and now he has been selected to be the Deputy Chief for Carson City.

**9. For Possible Action: Discussion and possible action to approve the Mid-Cycle State Emergency Response Commission (SERC) Hazardous Materials Emergency Preparedness (HMEP) Grant Application – Planning and Training – *FireShowsWest* (Tom Raw)**

Tom Raw reported that this was a grant submitted to the State pending LEPC approval for \$975.00 to send people to FireShowsWest. The format has changed since the application was submitted and the conference is now a virtual event and the registration fee was reduced which could potentially allow for additional attendees.

It was moved by Ann Cyr, seconded by Jerome Tushbant, with all ayes in favor that the Committee approves the submittal of the Mid-Cycle State Emergency Response Commission Hazardous Materials Emergency Preparedness Grant Application – Planning and Training – *FireShowsWest* to the State Emergency Response Commission.

**10. For Discussion Only: Update on the Hazard Mitigation Plan.**

*(Tom Raw)*

Tom Raw reported that FEMA (Federal Emergency Management Agency) has been slow to respond to grant applications this year and Carson City is still waiting to hear if the grant application submitted to update the Hazard Mitigation Plan will be awarded. Tom said this grant application was submitted in early August and the City will have a 25% match.

**11. For Discussion Only: Report and discussion on activities associated with the Citizen Corps Council Initiatives** *(Tom Raw, Jerome Tushbant, and Jeanne Freeman).*

Tom Raw reported that the Carson City CERT (Community Emergency Response Team) has been busy with COVID and have tripled their volunteer hours this year. Tom said CERT has been assisting with the call center and drive-thru clinics. Tom added that CERT is doing very well, keeping their training up, and their support is greatly appreciated.

Jerome Tushbant reported on the VIPS (Volunteers in Police Service) activity for the quarter. Jerome said the VIPS conducted five days of radar and 30 days of mobile radar using the radar trailer resulting in 29 letters sent to violators. He added that the VIPS overall tasks are up from last year. Jerome noted that Ken Smith, the VIPS coordinator retired, and Colleen Schiller has taken over.

Jeanne Freeman reported that the MRC (Medical Reserve Corps) has had several volunteers working since February in relation to COVID response and contact tracing.

**12. For Discussion Only: Reports of Committee Members**

Jeanne Freeman reported that Carson City Health and Human Services (CCHHS) has been working with Carson City School District with all things related to COVID. Jeanne noted that CCHHS is preparing for a big flu season and want to have more people vaccinated for the flu to try and prevent the healthcare system from being surged. CCHHS is preparing to do these events and are expanding staffing levels with 28 new staff members having been onboarded in the last four months as a result of different grants, etc. Jeanne added that Health is preparing for a tiered release of the COVID vaccine.

Ann Cyr reported on the following for Carson City School District:

- They are getting through each day and had a successful first week under the hybrid model.
- Learning that staff and students are being tested for COVID, but no known cases in the schools at this time.
- The School District received a donation of 1,000 N-95 masks from the Carson City Lowe's Hardware Store.

Andy Hummel and Darren Schulz reported business as usual for Carson City Public Works.

Craig Robinson reported that Western Nevada College's (WNC) fall semester began August 31<sup>st</sup> and WNC had their first student on campus test positive for COVID on August 31<sup>st</sup>. Craig reported that the college is at about 30% capacity and 7 out of 10 classes were put online so the on campus population is extremely low. So far, he said they are pleased with the ability to socially distance the classrooms and face covering compliance.

Jerome Tushbant reported business as usual for Carson City Sheriff's Office (CCSO). Jerome said there has been a protest a week since March. CCSO has assisted Douglas County as well.

Mark Stearns reported that the Salvation Army is very busy. Salvation Army ran a summer day camp and had a total of 18 kids attend. They are conducting latch key at three elementary schools and protocols are in place; after school care is also in effect.

Tom Raw reported that this would be his last LEPC meeting as he is retiring October 22<sup>nd</sup>. Tom said it has been a pleasure serving with everyone. Sean Slamon extended his congratulations to Tom and said he will definitely be missed. Ann Cyr thanked Tom and said it had been a pleasure working with him.

**13. For Discussion Only: Next Meeting Date: December 1, 2020**

**14. Public Comment**

There were no public comments.

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

It was moved by Ann Cyr to adjourn the meeting at 1:58 p.m.

Recorder: Shelby Price