

Minutes
Nevada State Emergency Response Commission (SERC)

Funding Committee Meeting

Professional Engineers & Land Surveyor's State Board Room
1755 E. Plumb Lane, Suite 130
Reno, Nevada

October 2, 2008

Members Present

Richard Brenner, Chair
Susan Crowley
Stacey Giomi
John Helmreich

Members Absent

Larry Farr

Staff

Suzie Adam
Shelley Fleming
Karen Pabón

Guests

Joe Curtis
Tammy James
Mark Langston
Carolyn Levering
Cherie Nevin

I. Call to Order

Richard Brenner, Chairman, called the meeting to order at 10:44 a.m.

II. Introductions

Members, staff, and guests introduced themselves as shown above. A quorum was present.

III. *Approval of July 7, 2008 Meeting Minutes

Susan Crowley made a motion to approve the minutes of the July 7, 2008 meeting. John Helmreich seconded the motion which was approved unanimously.

IV. New Business

- A. *Discussion/Review/Recommendation of fiscal year 2009 U.S. Department of Transportation (USDOT), Hazardous Materials Emergency Preparedness (HMEP) grant applications received from Local Emergency Planning Committees (LEPCs) and State agencies**

Karen Pabón advised the fiscal year 2008 HMEP Training grant funds available are \$20,959. The fiscal year 2009 training grant award was just received in the amount of \$159,230. Ms. Pabón added the Federal Emergency Management Agency (FEMA) allocation is \$19,000 for Hazmat Explo.

Ms. Pabón also advised there is a total training amount of \$198,555 available for grant requests. The total training amount of the grant requests is \$204,501.

Ms. Pabón stated the grant applications for training funds are entirely for attendance to Hazmat Explo except for Carson City LEPC's request for flammable liquid training. The Committee could fund the entire amount including additional funds from SERC. However, some of the applications have requested funding based on two people per room and two people per vehicle but not all of them. Staff provided recommendations for amounts based on two people per room and two people per vehicle.

Ms. Pabón advised there was an unused amount of approximately \$6,264 in the fiscal year 2008 Planning grant.

Ms. Pabón stated the fiscal year 2009 Planning grant was received in the amount of \$103,512. Planning requests on this grant request are \$11,290. Lander LEPC requested to include evacuation plans with their hazmat response plan. Storey LEPC is requesting to include resource typing with their hazmat response plan.

A discussion ensued about funding the grants based on two people per room, two people per vehicle and the traveling days. Stacey Giomi suggested SERC give a base amount for each attendee to Hazmat Explo. Ms. Pabón advised this would be in contrast with SERC processes as some travel farther, some drive, some fly and some leave early, etc. Ms. Crowley recommended next year polling LEPCs to see if they would prefer a flat amount.

After discussion, the Committee agreed a base amount would not work due to different travel distances, length of stay, etc.

Ms. Crowley recommended the Committee address the grant requests from the LEPCs present at today's meeting.

Douglas LEPC – Tammy James advised Douglas LEPC had opted to reduce its Hazmat Explo attendees from 20 to 14.

Mr. Giomi made a motion to recommend approval of Douglas LEPC's grant request funding the full amount to Douglas LEPC, with the LEPC returning the unused funds after Hazmat Explo. Mr. Giomi withdrew his motion.

Mr. Giomi made a motion to recommend approval of Douglas LEPC's grant application with the training costs reflecting two people per room and two

people per vehicle for a total of \$16,388 contingent on the LEPC coming into administrative compliance. Ms. Crowley seconded the motion which was approved unanimously.

Storey LEPC – Joe Curtis advised Storey LEPC was sending 10 attendees to Hazmat Explo. The Planning grant request is for hiring a consultant to produce the resource update for the hazmat response plan. Mr. Curtis advised meeting minutes were submitted. Ms. Pabón stated there was no motion made and approved in the LEPC minutes. Mr. Curtis advised it was an error and he would make corrections. A discussion ensued as to whether the National Incident Management System (NIMS) typing was hazmat related. The Committee agreed the NIMS typing was appropriate as it is a Homeland Security requirement and resource directories are NRT-1 requirements. There is no need to produce separate directories.

Mr. Giomi made a motion to recommend approval of Storey LEPC's grant request for the amended total of \$15,543. Ms. Crowley seconded the motion which was approved unanimously.

Mr. Helmreich asked if the Committee developed any guidelines relative to the costs of consultants. Ms. Pabón stated the Committee eliminated the per day amount. Storey LEPC only submitted one proposal and two bids are required. Mr. Curtis stated other consultants contacted were not interested, but he did not get a letter stating this. Ms. Crowley stated that getting a bid and getting a no response is considered getting a bid. A discussion ensued. Mr. Giomi advised he would assist Mr. Curtis in getting another bid.

Mr. Giomi withdrew his previous motion and made a motion to approve Storey LEPC's grant request for the amended total of \$15,543 contingent on submission of meeting minutes approving the grant request and submission of a second competitive bid. Ms. Crowley seconded the motion which was approved unanimously.

The Committee recommended the Policy Committee review the Policy 8.2 regarding competitive bids.

Lander LEPC – Mark Langston advised a change needs to be made to the Training grant. The room costs need to be reduced for the Hazmat Explo. Mr. Langston stated for the Planning grant, Lander LEPC wants to update the hazmat response plan due to recent equipment purchased from the SERC grant. In addition, Lander LEPC needs to update its hazmat response plan to coordinate with the State emergency evacuation plan.

Ms. Crowley made a motion to recommend approval of Lander LEPC's grant request in the amended total of \$8,276. Mr. Giomi seconded the motion which was approved unanimously.

Carson City LEPC – Mr. Giomi advised the additional training is for a flammable liquids course which will be held in March or April of 2009.

Ms. Crowley made a motion to recommend approval of Carson City LEPC's grant request for an amended total of \$29,561. Mr. Helmreich seconded the motion which was approved unanimously.

Churchill LEPC – Mr. Brenner advised Churchill LEPC's grant request is for three attendees to Hazmat Explo. No budget narrative was submitted.

Ms. Crowley made a motion to recommend approval of Churchill LEPC's grant request for a total not to exceed \$3,235 contingent on submission of a budget narrative, incorporating two people per room and two per vehicle. Mr. Helmreich seconded the motion which was approved unanimously.

Clark LEPC – Mr. Brenner advised Clark LEPC's grant request is for 165 attendees to Hazmat Explo. This will be for registration and keynote speaker breakfast only.

Mr. Giomi made a motion to recommend approval of Clark LEPC's grant request for a total of \$18,150 contingent on submission of meeting minutes approving the grant request. Mr. Helmreich seconded the motion which was approved unanimously.

Elko LEPC – Elko LEPC did not submit a grant application.

Esmeralda LEPC – Mr. Brenner advised Esmeralda LEPC's grant request is for 12 attendees to Hazmat Explo.

Mr. Giomi made a motion to recommend approval of Esmeralda LEPC's grant request for an amended total of \$7,960 contingent on submission of meeting minutes approving the grant request. Ms. Crowley seconded the motion which was approved unanimously.

Eureka LEPC – Mr. Brenner advised Eureka LEPC's grant request is for four attendees to Hazmat Explo.

Mr. Helmreich made a motion to recommend approval of Eureka LEPC's grant request for an adjusted amount that incorporates double occupancy requirements and contingent on submission of meeting minutes approving the grant request. Ms. Crowley seconded the motion which was approved unanimously.

Humboldt LEPC – Humboldt LEPC did not submit a grant request.

Lincoln LEPC – Ms. Pabón advised any funds recommended for approval will be contingent on an appeal which will be considered at the October 9, 2008 SERC quarterly meeting. A discussion ensued about Lincoln LEPC's appeal.

Mr. Giomi made a motion to recommend approval of Lincoln LEPC's grant request for an amended total of \$13,371 contingent upon SERC finding in favor of Lincoln LEPC when considering the appeal. Ms. Crowley seconded the motion which was approved unanimously.

Lyon LEPC – Lyon LEPC did not submit a grant request.

Mineral LEPC – Mr. Brenner advised Mineral LEPC's grant request is for seven attendees to Hazmat Explo.

Ms. Crowley made a motion to recommend approval of Mineral LEPC's grant request in the amended total of \$5,237. Mr. Helmreich seconded the motion which was approved unanimously.

Nye LEPC – Mr. Brenner advised Nye LEPC's grant request is for 33 attendees to Hazmat Explo.

Ms. Crowley made a motion to recommend approval of Nye LEPC's grant request for the amended total of \$18,763. Mr. Giomi seconded the motion which was approved unanimously.

Pershing LEPC – Mr. Brenner advised Pershing LEPC's grant request is for 12 attendees to Hazmat Explo. Staff has not received an exercise report since July 2007. Staff was notified Pershing LEPC had an exercise in May 2008 but never received an exercise report.

Ms. Crowley made a motion to recommend approval of Pershing LEPC's grant request for the amended total of \$8,500 contingent on submission of an exercise report. Mr. Giomi seconded the motion which was approved unanimously.

Washoe LEPC – Mr. Brenner advised Washoe LEPC's grant request is for 31 attendees to Hazmat Explo.

Mr. Giomi made a motion to recommend approval of Washoe LEPC's grant request for the amended total of \$25,054. Ms. Crowley seconded the motion which was approved unanimously.

White Pine LEPC – Mr. Brenner advised White Pine LEPC's grant request is for 11 attendees to Hazmat Explo.

Ms. Crowley made a motion to recommend approval of White Pine LEPC's grant request for an amended total of \$8,052. Mr. Helmreich seconded the motion which was approved unanimously.

Department of Public Safety, Division of Emergency Management (DEM) – Mr. Brenner advised the Division of Emergency Management's grant request is for eight attendees to Hazmat Explo.

Mr. Giomi made a motion to recommend approval of DEM's grant request for the amended total of \$6,977. Ms. Crowley seconded the motion which was approved unanimously.

SERC – Ms. Pabón advised this grant request was not only for staff attendance at Hazmat Explo but also for attendance by the SERC co-chairs at the National Association of SARA Title III Officials (NASTTPO) conference.

Ms. Crowley made a motion to recommend approval of SERC's grant request for the total of \$6,000. Mr. Helmreich seconded the motion which was approved unanimously.

B. *Discussion/Recommendation of projects to be funded with additional HMEP Planning grant

Ms. Pabón stated there are requests for \$11,290 of the \$103,000 Planning grant awarded. In addition, approximately \$6,264 is being reverted from last fiscal year. She is looking for recommendations from the Planning and Training Subcommittee and the Funding Committee for other projects that would benefit the State.

Ms. Pabón advised the planning monies may be used for exercises, updating the hazmat plans, management of the funds, commodity flow studies, assessment of regional response teams and assessment of local response capabilities.

The Planning and Training Subcommittee thought favorably of awarding funds for commodity flow studies. Ms. Pabón stated she does not see the need to have a cap on the Planning grant. Mr. Giomi recommended SERC make the HMEP grant request two grants, i.e., HMEP Training request with \$30,000 and HMEP Planning request without a cap. Mr. Giomi also recommended funds be spent to develop a model county hazmat emergency response plan.

Mr. Giomi suggested SERC staff explore the cost of having a statewide commodity flow study done. Ms. Pabón asked for suggestions as to how she would go about finding the information. Mr. Giomi advised he would assist with researching this.

Mr. Giomi made a motion to recommend the SERC consider exploring three options for spending the Planning funds: 1) statewide commodity flow study; 2) combining with the Department of Homeland Security funds for statewide resource management; and 3) developing a model county hazmat emergency response plan. Mr. Helmreich seconded the motion. A discussion ensued. Mr. Giomi amended his motion to include eliminating the cap. Mr. Helmreich seconded the amended motion which was approved unanimously.

V. Public Comment

Ms. Crowley revisited the previous denial of Storey LEPC's request for NIMS resource typing. Ms. Crowley advised it is important for the LEPCs to understand the reason why a request was denied and to reapply if circumstances of the denial change.

VI. *Adjournment

Mr. Helmreich made a motion to adjourn at 12:30 p.m.

DRAFT