

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*

March 24, 2009

Members Present

Richard Brenner, Chair
Susan Crowley
Larry Farr
Stacey Giomi

Members Absent

John Helmreich

Staff

Suzie Adam
Shelley Fleming
Karen Pabón
Glade Myler

Guests

Joe Curtis
Mark Langston
Rob Mathias
Cherie Nevin
Craig Nixon
Russel Peacock
Rick Stever
Steve Tognoli

I. Call to Order

Richard Brenner called the meeting to order at 10:15 a.m.

II. Introductions

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

III. Approval of the October 2, 2008 Meeting Minutes

Stacey Giomi made a motion to approve the minutes of the October 2, 2008 meeting. Susan Crowley seconded the motion which was approved unanimously.

IV. New Business

A. *Discussion/Review/Recommendation of fiscal year 2010 SERC grant applications submitted by Local Emergency Planning Committees (LEPCs) to the SERC

Karen Pabón advised because of the economy, permit fees should come in less than in the past. In addition, with the implementation of the new

hazardous materials database, SERC and the State Fire Marshal's Division (SFM) are working to ensure all facilities that should be reporting are reporting. From SERC's standpoint, the fees may come in at a later date. Ms. Pabón stated she has done a conservative estimate on the amount SERC would expect to have. After the projections for this year and projection expenditures for grants currently outstanding, the balance forwarded to fiscal year 2010 would be \$687,905. The Hazardous Materials Emergency Preparedness (HMEP) match is estimated at \$52,548. Operations grants, as they would be available to all 17 counties, total \$68,000. SERC grant requests total \$480,000. SERC is requesting \$33,000 for the database county licenses. The projected revenue for fiscal year 2010 is \$470,000. After forwarding \$400,000 to fiscal year 2011, there is a remaining balance of \$124,000. There are enough available funds for the grant requests.

Carson City LEPC – Mr. Brenner advised Carson City LEPC was in compliance. Ms. Pabón stated the application was presented using an amount from the old standard equipment price list. Staff received the final costs after the list had gone out. The updated equipment list shows the thermal imaging camera at \$1,360 more than the requested amount.

Mr. Brenner stated with regards to the RAMP bio-detection test kit, the Centers for Disease Control and Prevention (CDC) requires the sample be sent to the Laboratory Response Network (LRN). These test kits are not approved. The American Society for Testing and Materials (ASTM) is developing standards. Mr. Giomi stated reviewing the Department of Homeland Security's definition of Type I or Type II hazmat team, one of the components is the ability to detect biological elements. A discussion ensued.

Ms. Crowley made a motion to recommend approval of Carson City LEPC's grant application for the revised amount of \$20,243. Mr. Farr seconded the motion which was approved unanimously.

Churchill LEPC – Mr. Brenner advised Churchill LEPC was not in compliance. The LEPC did not submit a Level of Response Questionnaire. Among other items, the LEPC is requesting AED defibrillators and service fees for cell phones. Ms. Pabón stated this Committee and SERC denied AED defibrillators as well as service fees for cell phones in the past. Mr. Giomi stated nothing the LEPC is requesting is above the awareness level of training.

Mr. Giomi made a motion to approve Churchill LEPC's grant application in the amount of \$20,593 for equipment contingent on submission of a Level of Response Questionnaire and submission of another quote with updated shipping charges, excluding the defibrillators and the one year monthly service for cell phones. Ms. Crowley seconded the motion which was approved unanimously.

Clark LEPC – Mr. Brenner advised Clark LEPC was in compliance. The LEPC needs signatures on the grant application. Among other items, the LEPC is requesting MultiRae plus air monitor with a

Photoionization Detector (PID) for use with the remotely operated vehicle assigned to the Las Vegas Metro SWAT team. Ms. Pabón advised previously SERC denied items for the Special Weapons and Tactics (SWAT) teams. Mr. Giomi stated if the LEPC can prove they are integrated with law enforcement there is no problem.

Mr. Farr made a motion to recommend approval of Clark LEPC's grant application in the amount of \$30,000 contingent on submission of a signed grant application. Ms. Crowley seconded the motion which was approved unanimously.

Douglas LEPC – Mr. Brenner advised Douglas LEPC was in compliance. Among other items, the LEPC is requesting air monitor calibration gas and replacement air monitor sensors. A discussion ensued about the calibration gas and the air monitor sensors. These items are maintenance and need to be purchased out of operations or other resources.

Mr. Giomi made a motion to recommend approval of Douglas LEPC's grant application in the revised amount of \$24,124, excluding the air monitor calibration gas and the replacement air monitor sensors. Mr. Farr seconded the motion which was approved unanimously.

Elko LEPC – Mr. Brenner advised Elko LEPC did not submit a grant application. Ms. Crowley asked if they would still receive operations funds. Ms. Pabón advised Elko LEPC is not eligible because they are not in compliance. When they come into compliance, they will receive a prorated amount of operations funds.

Esmeralda LEPC – Mr. Brenner advised Esmeralda LEPC was not in compliance. They are missing an NRT-1, training schedule, Level of Response Questionnaire, equipment list, Letter of Promulgation and an exercise report. Shelley Fleming advised the LEPC was working to come into compliance. Ms. Pabón stated Scott Reed resigned as LEPC Chair. The LEPC is requesting equipment for their alternate dispatch system. Ms. Pabón advised the LEPC has been working on a dispatch system for several years on both the United We Stand and the SERC grants. Ms. Fleming advised the communications equipment requested in this grant application is to add another location to the LEPC's dispatch system.

Mr. Farr made a motion to recommend approval of Esmeralda LEPC's grant application in the amount of \$30,000 contingent on submission of an NRT-1, training schedule, Level of Response Questionnaire, equipment list, Letter of Promulgation and an exercise report. Ms. Crowley seconded the motion which was approved unanimously.

Eureka LEPC – Mr. Brenner advised Eureka LEPC is requesting only operations funds. No action was necessary.

Humboldt LEPC – Mr. Brenner advised Humboldt LEPC did not submit a grant application. Ms. Pabón stated the LEPC was not in compliance.

Lander LEPC – Mr. Brenner advised Lander LEPC was in compliance. The LEPC was late in submitting their grant application. Ms. Pabón stated the deadline for postmark or receipt was March 13, 2009. The LEPC's grant application was postmarked on March 16, 2009. Ms. Fleming stated a quote for propane cylinders was faxed to staff this date. Mark Langston stated he and the other co-chair were out of town the week of the grant application deadline. The Commissioners met on the Thursday before the deadline to sign the application. The clerk was to mail the application on Friday, March 13. When Mr. Langston returned on Monday, March 16, he found the grant application had not been mailed. Mr. Langston did not realize he could have submitted the grant application without signatures. Mr. Brenner advised precedence has been set by the SERC previously denying an application submitted after the due date. The LEPC did appeal the decision to the SERC but were denied. However, the Lander LEPC can present its case to the SERC at the April 2009 meeting. Ms. Pabón advised if the SERC denies the grant application, the LEPC may appeal the decision.

Mr. Farr made a motion to recommend denial of Lander LEPC's grant application due to late submission. Mr. Giomi seconded the motion which was approved unanimously.

Lincoln LEPC – Mr. Brenner advised Lincoln LEPC was in compliance. The LEPC's goals and objectives do not match the grant request.

Mr. Farr made a motion to recommend approval of Lincoln LEPC's grant application in the amount of \$30,000 contingent on submitting goals and objectives that match the LEPC's grant request. Ms. Crowley seconded the motion which was approved unanimously.

Lyon LEPC – Mr. Brenner advised Lyon LEPC was in compliance. Ms. Pabón stated the LEPC submitted a quote for the requested shelter trailer after the grant application was submitted. The amount of the trailer on the quote was less than the amount requested on the LEPC's application.

Mr. Giomi made a motion to recommend approval of Lyon LEPC's grant application in the revised amount of \$29,102. Ms. Crowley seconded the motion which was approved unanimously.

Mineral LEPC – Mr. Brenner advised Mineral LEPC was in compliance. They are requesting radios and biological detector kits.

Mr. Giomi made a motion to recommend approval of Mineral LEPC's grant application in the amount of \$19,025. Ms. Crowley seconded the motion which was approved unanimously.

Nye LEPC – Mr. Brenner advised Nye LEPC was in compliance. They are requesting SCBAs, RAE monitors and ABC kits.

Mr. Giomi made a motion to recommend approval of Nye LEPC's grant application in the amount of \$30,000. Ms. Crowley seconded the motion which was approved unanimously.

Pershing LEPC – Mr. Brenner advised Pershing LEPC was in compliance. Among other items, the LEPC is requesting P25 radios. Mr. Brenner stated the LEPC needs to submit meeting minutes indicating approval of the grant application.

Mr. Farr made a motion to recommend approval of Pershing LEPC's grant application in the amount of \$30,000 contingent on submission of meeting minutes approving the grant application. Ms. Crowley seconded the motion which was approved unanimously.

Storey LEPC – Mr. Brenner advised Storey LEPC was in compliance and a type 3, technician level. Among other items, the LEPC is requesting a trailer mounted message sign board among other equipment items.

Mr. Giomi made a motion to recommend approval of Storey LEPC's grant application in the amount of \$30,000. Ms. Crowley seconded the motion which was approved unanimously.

Washoe LEPC – Mr. Brenner advised Washoe LEPC was in compliance. Among other items, the LEPC is requesting Camel-Bak hydration reservoirs to be used by the Reno Police Department SWAT team. Mr. Brenner advised Aaron Kenneston stated the Washoe LEPC and the Reno Police Department SWAT do work together. Ms. Pabón stated Mr. Kenneston advised at the Planning and Training Subcommittee meeting earlier today, the LEPC was doing a regional response with SWAT. A discussion ensued about the Camel-Bak hydration reservoirs and supporting purchasing equipment for the SWAT.

Mr. Farr made a motion to recommend approval of Washoe LEPC's grant application in the amount of \$29,994. Ms. Crowley seconded the motion which was approved unanimously.

White Pine LEPC – Mr. Brenner advised White Pine LEPC's goals and objectives do not match the grant request. Among other items, the LEPC is requesting defibrillator electrodes and batteries. A discussion ensued about the electrodes and the batteries being maintenance items and not being approved.

Russ Peacock suggested SERC make a list available to LEPCs with items that are not funded and the reason why. Ms. Pabón advised there are and have been items that were not funded; however, in some cases the LEPC's justification was sufficient to have the Committee

recommend approval. Therefore, sending a list would not be beneficial to the LEPCs. A discussion ensued. Mr. Giomi recommended several LEPCs attend a SERC meeting and ask to be heard on this topic.

Mr. Farr made a motion to recommend approval of White Pine LEPC's grant application excluding the AED batteries, the adult defibrillator electrodes, the lithium ion batteries; and to fund the Dell projector from HMEP training funds. The revised amount is \$24,001. Ms. Crowley seconded the motion which was approved unanimously.

University of Nevada, Las Vegas (UNLV) – Ms. Pabón advised UNLV submitted an emergency response plan which the Planning and Training Subcommittee approved. The Planning and Training Subcommittee recommended UNLV resubmit their Level of Response Questionnaire and attachment. UNLV will be working with Mr. Brenner to ensure the questionnaire is completed correctly. UNLV is requesting a first defender detection instrument. A discussion ensued about state agencies applying for funds through the county LEPCs. SERC policy states State agencies may apply for funds under the SERC grant.

Mr. Farr made a motion to recommend approval of UNLV's allocation in the amount of \$30,000 contingent on submission of a signature from the Head of Agency and to provide an updated Level of Response Questionnaire and attachment. Ms. Crowley seconded the motion. Mr. Giomi stated his concerns that UNLV was requesting equipment that would allow them to be self contained and not go through the local fire department in case of a hazardous materials incident. Mr. Farr advised he had the same concern and added possibly revising the SERC policies. A vote was taken with the motion being carried.

Ms. Pabón asked what staffs' direction was to take to the Policy Committee, if anything. It was her understanding from the Committee's discussion, there would be no State agencies able to apply for allocations directly. Ms. Crowley recommended the Commissioners discuss this at the next SERC meeting. Mr. Giomi recommended agendaizing this matter for the April 2009 SERC meeting. Ms. Pabón asked if this item should be agendaized separately. Mr. Brenner stated it should be agendaized separately.

Revisited White Pine LEPC, Section IV, Item A

Ms. Pabón advised White Pine LEPC's request for asbestos refresher training can be funded from HMEP grant funds.

Mr. Giomi amended his motion for White Pine LEPC to recommend the asbestos refresher training be funded from HMEP if it can be obligated by September 30, 2009. If not, the funds can be taken from SERC funds. Ms. Crowley seconded the amended motion which was approved unanimously.

SERC – Ms. Pabón advised the bill is due for the 2009 county license for the database. The first quarter of the 2009 license in the amount of \$4,590 was paid with additional funds awarded for the database. Ms. Pabón explained the remaining amount is \$13,770 for the 2009 county database licenses. The amount for the 2010 county database licenses is \$19,094.

Mr. Giomi made a motion to recommend approval of SERC's grant allocation in the amount of \$32,864. Ms. Crowley seconded the motion which was approved unanimously.

B. *Discussion/Review/Recommendation of fiscal year 2010 SERC grant for funding county license for hazardous materials database

This item was discussed in IV, New Business, Item A under the SERC section.

C. *Discussion/Review/Approval of U.S. Department of Transportation, Hazardous Materials Emergency Preparedness (HMEP) mid-cycle grant applications submitted by LEPCs

Mr. Brenner advised Storey LEPC is requesting a mid-cycle grant in the amount of \$8,800. The National Incident Management System (NIMS) training is not allowable under the HMEP grant. A discussion ensued. Joe Curtis advised the intent of training is to exercise the emergency plan as required by the SERC.

Mr. Giomi made a motion to recommend approval of Storey LEPC's mid-cycle grant request in the amount of \$8,800 contingent on the understanding the LEPC will work with SERC staff to submit an application that is appropriate under Department of Transportation guidelines. Ms. Crowley seconded the motion which was approved unanimously.

Revisited White Pine LEPC, Section IV, Item A

Ms. Pabón advised under the HMEP allowable expenses, training equipment must be associated with a particular course funded by HMEP. Mr. Farr amended his motion for White Pine LEPC to redact the recommendation for HMEP grant award for the projector and fund it from SERC funds. Mr. Giomi seconded the amended motion which was approved unanimously.

D. *Discussion/Review on recommendation of possible changes to the United We Stand (UWS) grant application kit

Ms. Pabón stated the Committee can review the UWS grant application kit paying attention to the areas where there were problems last year, specifically the requirements. Mr. Giomi recommended formatting a template application kit. Mr. Curtis supported the template format.

Mr. Brenner directed staff to develop a template form of the UWS grant application kit. Mr. Giomi stated access to the State Enhancement Plan from Homeland Security needs to be part of application kit.

V. Public Comments

Ms. Pabón discussed HMEP planning money and ideas for uses of the funds. There is approximately \$92,000 available. At a previous SERC meeting, three ideas were recommended: 1) create a template or planned development for all emergency response plans;
2) commodity flow studies, and 3) update resource lists.

Ms. Pabón had a discussion with consultant Patrick Steinmetz who works on these types of items. Mr. Steinmetz advised the plan template or a planned development statewide was a good idea. Mr. Steinmetz has experience and the resources to do this. At the State level, SERC would need to go through the bid process and the Board of Examiners. Ms. Pabón stated SERC previous concerns were with SERC dictating to LEPCs how their plan should be done and having them prepared without the understanding of those who need to use it. Ms. Pabón stated a majority of LEPC emergency response plans are in compliance. Craig Nixon stated he has no interest in re-doing the Mineral LEPC plan.

Mr. Steinmetz recommended commodity flow studies of the Reno and Las Vegas areas. Mr. Steinmetz believes trends through either Reno or Las Vegas areas would show the trends throughout the State. Ms. Pabón suggested Elko and Ely be included. Funding would cover data collection, coordination and statistical analysis.

Mr. Steinmetz did not recommend updating resource lists as it is a wasted effort and out of date almost immediately. Mr. Curtis agreed with this.

Mr. Steinmetz recommended exercises are always a good expenditure. Ms. Pabón advised Mr. Steinmetz can do tabletops for \$15,000-20,000, functional at \$30,000 and full scale at \$40,000 and up.

Ms. Pabón will agendaize this item for the next SERC meeting in April 2009.

VI. Adjournment

Ms. Crowley made a motion to adjourn at 12:32 pm.