

# AGENDA

## Nevada State Emergency Response Commission (SERC)

### First Quarterly Meeting

**Thursday, January 8, 2009 – 9:00 a.m.**  
*Clark County Fire Department Training Center*  
*4425 W. Tropicana Avenue*  
*Las Vegas, Nevada*

*The Commission may take action on items marked by an asterisk (\*). Items may be taken out of the order presented on the agenda at the discretion of the chairperson.*

**I. \*CALL TO ORDER**

**II. INTRODUCTIONS**

**III. \*APPROVAL OF OCTOBER 9, 2008 MEETING MINUTES**

**IV. NEW BUSINESS**

- A. Local Emergency Planning Committee (LEPC) Updates (*attending LEPC Representatives*)
- B. U.S. Environmental Protection Agency Update – Mike Ardito
- C. U.S. Federal Emergency Management Agency (FEMA) Update – John Woytak
- D. Occupational Safety and Health Administration Update – L. Tom Czehowski
- E. Nevada Division of Emergency Management Update – Frank Siracusa
- F. Nevada Division of Environmental Protection Update – Tom Porta
- G. Nevada State Fire Marshal Update – James Wright
- H. Report of Legislative Committee
- I. Report of Strategic Planning Committee
- J. Report of Funding Committee
  - 1. Planning and Training Subcommittee
    - a. \*Discussion/Recommendation on developing criteria for plan review
- K. Report of Bylaws Committee
- L. Report of Information Technology Committee
- M. Report of Policy Committee
  - 1. \*Discussion/Action regarding possible rewrite of Policy 8.1, Hazardous Materials Response Plan and Exercise. Discussions to include but not limited to:
    - a. Requirement of State agencies to operate under a hazardous materials plan
    - b. Requirement of State agencies to do annual updates and exercises of hazardous materials plans
    - c. Requirement of Planning and Training Subcommittee to review State agency plans

- d. Requirement of exercises and integration with Homeland Security Exercise and Evaluation Program (HSEEP)
  - e. Consequences of untimely submission of exercise reports
  - f. Consequences of failure to notify SERC 14 days prior to exercise
2. \*Discussion/Action regarding possible rewrite of Policy 8.2, Grant Application, Grant Awards. Discussions to include but not limited to:
    - a. Requirement of State agency to identify if it falls under a plan
    - b. Requirement of State agencies to participate in and report on exercise of a plan
    - c. Requirement of State agencies to participate in a Local Emergency Planning Committee (LEPC)/SERC meeting
    - d. Possible exemptions or alternative to requirement of two bids for consultant/contractor work
  3. \*Discussion/Action regarding possible rewrite of Policy 8.2a, License Plate Funding Grant Application, Grant Awards. Discussions to include but not limited to:
    - a. Possible exemptions or alternative to requirement of two bids for consultant/contractor work
    - b. Possible revisions to grant application evaluation factors
  4. \*Discussion/Action regarding possible rewrite of Policy 8.3, Eligibility and Compliance Certification. Discussions to include but not limited to:
    - a. Requirement of State agencies to operate under a hazardous materials plan, annually update and exercise the plan
    - b. Possible addition of consequences of failure to comply with all eligibility and compliance requirements
  5. \*Discussion/Action to develop policy of progressive discipline for LEPCs out of compliance with membership, involvement and administrative items
  6. \*Discussion/Action to establish policy designating maximum amounts of grant requests
    - a. \*Discussion/Action on possible elimination of the \$30,000 award maximum for the Hazardous Materials Emergency Preparedness (HMEP) planning grant to allow LEPCs to request additional funding as needed to support a specific project
  7. \*Discussion/Action to establish policy to provide prorated operations funding when compliance is met
  8. \*Discussion/Action to establish policy for grant period to commence upon compliance with noted contingencies

9. \*Discussion/Action to establish protocol for LEPCs to provide Emergency Planning and Community Right-to-Know Act (EPCRA) information upon request by the public
  
- N. \*Discussion/Action regarding possible grant to SERC for fee funds to cover Commissioner travel for the remainder of fiscal year 2009
- O. \*Discussion/Action regarding budget performance indicator requiring Commission member attendance to at least one LEPC meeting per year
- P. \*Discussion/Action regarding Attorney General opinion of requirements to provide information pursuant to EPCRA
- Q. \*Discussion/Action regarding comments made by the Homeland Security Commission in reference to the United We Stand (UWS) grant awards provided to LEPCs and State agencies
- R. \*Discussion/Action regarding the Executive Order issued by the Governor on November 26, 2008
- S. \*Discussion/Action regarding possible approval of additional funding needed to implement the E-Pay connectivity to the hazardous materials reporting system
- T. Report of Executive Director
  1. Compliance report
  2. Database update
  3. NACs update
  4. Budget update

## **V. PUBLIC COMMENTS**

This portion is open to the public for comment on any item not on this agenda. Public comments will be allowed at each agenda item. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

## **VI. \*ADJOURNMENT**

This is a public meeting. In conformance with the Nevada Public Meeting Law, I, Suzanne Adam, posted or caused the posting of this agenda on or before January 5, 2009, 9:00 a.m. at the following locations:

*State Emergency Response Commission – 2621 Northgate Lane, Suite 10 – Carson City*  
*Carson City Public Library – 900 N. Roop Street – Carson City*  
*Department of Public Safety – 555 Wright Way – Carson City*  
*Clark County Fire Department Training Center – 4425 W. Tropicana Avenue – Las Vegas*  
*Clark County Public Library – 833 Las Vegas Boulevard – Las Vegas*  
*Grant Sawyer Building – 555 E. Washington Street – Las Vegas*  
*SERC website – [www.serc.nv.gov](http://www.serc.nv.gov)*

We are pleased to make reasonable accommodations for members of the public who are disabled. If special arrangements are necessary, please notify the Commission at (775) 687-6973. Twenty-four hour advance notice is requested.