

Minutes

Nevada State Emergency Response Commission (SERC)

Planning and Training Subcommittee Meeting

Thursday, March 9, 2017 – 9:00am

*Washoe County Regional Emergency Operations Center (REOC)
5195 Spectrum Blvd., Central Conference Room
Reno, NV 89512*

Members Present:

Carolyn Levering, Chair
Aaron Kenneston
Cherie Nevin
Patty Polish
Kelly Thomas
Richard Brenner, Ex-Officio

Staff:

Stephanie Parker, Executive Administrator
Nathan Hastings, Deputy Attorney General
Gwen Barrett, Administrative Assistant

1. **CALL TO ORDER (Non-action Item)**
Chair Levering called the meeting to order at 9:04 am.
2. **INTRODUCTIONS (Non-action Item)**
Introductions were made. All members were present. A quorum was met.
3. **PUBLIC COMMENT (Non-action Item)**
There was no public comment
4. **APPROVAL OF APRIL 20, 2016 MINUTES (Discussion/For Possible Action)**
Aaron Kenneston motioned to approve the April 20, 2016 meeting minutes; Cherie Nevin seconded the motion, which was approved unanimously.
5. **EXECUTIVE ADMINISTRATOR REPORT (Non-action Item)**
Stephanie Parker reported that the Policy and Legislative Committee has been working on the Nevada Administrative Codes. Updates should be available for the April SERC meeting.
6. **REVIEW OF EXERCISE/INCIDENT REPORTS SUBMITTED BY LOCAL EMERGENCY PLANNING COMMITTEES (LEPCS) AND STATE AGENCIES (Discussion/For Possible Action)**
Chair Levering indicated the Exercise/Incident Reports are typically submitted with the HazMat Plan (Plan) updates. They are also compliance items so that the local emergency

Planning committee is able to be eligible to apply for grant funds. We will pass out the Exercise/Incident Reports for review and discussion. The meeting went offline at 9:10am while the forms were reviewed. The meeting resumed at 9:27am

Carson City was reviewed by Chair Levering. A full-scale exercise including two (2) 55 gallon drums of an unknown liquid dumped into a storm drain ditch. They referenced the use of the HazMat response Plan. The Plan was utilized for the contact information. Possible missed opportunities; an unknown liquid. Chair Levering motioned to accept the report as meeting the criteria for having conducted a Plan utilizing the contact section of their Plan for this year. Recommend that next year they site other elements of their Plan that they are likely to be using in a hazmat scenario. Aaron Kenneston seconded the motion, which was approved unanimously.

Churchill County was reviewed by Chair Levering. The report was well done, including a full-on improvement Plan. Chair Levering motioned to accept Churchill County's exercise report as fully compliant, meeting the requirements of a variety of elements of their Plan. Patty Polish seconded the motion. The motion passed unanimously.

Clark County was reviewed by Aaron Kenneston. A table top that had elements of a functional exercise; a hazardous materials radioactive waste incident. They don't go into a lot of depth on corrective actions. Aaron Kenneston motioned to approve the Clark County Exercise Report. Cherie Nevin seconded the motion. The motion passed unanimously.

Douglas County was reviewed by Aaron Kenneston. Aaron Kenneston provided a summary of the submission and stated it does not include the elements of the Plan implemented and will also need an after action report. Aaron Kenneston motioned to not approve the report and directed staff to notify them of deficiencies. Kelly Thomas seconded the motion. Some discussion ensued. The motion passed unanimously.

Esmeralda County was reviewed by Patty Polish. A table top and on-hands practice for radioactive material identification. Patty Polish motioned to approve the submission. Cherie Nevin seconded. Some discussion ensued. The motion passed unanimously.

Eureka County was reviewed by Patty Polish. It looks like an actual event was used; jack-knifed tractor trailers. The form indicated a table top exercise, not an actual incident. Patty Polish motioned not to approve and that Eureka County be informed on their deficiencies so they can take proper action. The deficiencies are the lack of use or mention of how they used the Plan during their incident. Aaron Kenneston seconded the motion. The motion passed unanimously.

Lincoln County was reviewed by Aaron Kenneston. There were a couple of forms issues: It's an exercise and an actual incident, because everyone responded they clicked full scale; unable to locate any mention of the Plan; they were clearly following the protocols described in the Plan but they did not list that they used the Plan; they are not meeting SERC's intent or the intent of this Committee. Aaron Kenneston motioned that the Lincoln County

LEPC be notified that they have a deficiency in the exercise report and it needs to address the Plan and which sections were used and corrective actions. Kelly Thomas seconded the motion. The motion passed unanimously.

Nye County was reviewed by Chair Levering. Chair Levering motioned to not accept Nye County's submission based on the grounds that they need to submit an exercise report that is a hazardous materials incident or exercise that also includes how their Plan was utilized and corrective actions relative to the Hazardous Materials Response Plan. Cherie Nevin seconded the motion. Some discussion ensued. The motion passed unanimously.

Storey County was reviewed by Richard Brenner. A deficiency was noted in Section 8. Chair Levering motioned that Storey County's submission for an Exercise report is not approved based on the incompleteness of the form in Section 8 and upon appropriate completion of that form, may be approved. Aaron Kenneston seconded the motion. The motion passed unanimously.

Washoe County was reviewed by Cherie Nevin and she motioned to approve the Washoe County exercise. Kelly Thomas seconded the motion. The motion passed unanimously.

Legislative Police was reviewed by Cherie Nevin. Stephanie Parker indicated that in Statute they are not required to have a Haz Mat Plan but they do fall under the State Plan. When reviewing their annual submissions is whether or not they provided something for hazardous materials, if they do not, then that excludes them from SERC and HMEP funds. It does not exclude them from United We Stand which has nothing to do with hazardous materials. Cherie Nevin motioned to approve the Legislative Police Plan. Patty Polish seconded the motion. The motion passed unanimously.

Mineral County was reviewed by Patty Polish and she made a motion to approve Mineral County's report. Aaron Kenneston seconded the motion. The motion passed unanimously.

Humboldt County was reviewed by Aaron Kenneston and he motioned to approve the Humboldt County exercise Plan. Cherie Nevin seconded the motion. The motion passed unanimously.

Pershing County was reviewed by Richard Brenner. Chair Levering motioned to approve the incident report. Patty Polish seconded the motion. The motion passed unanimously.

Lander County was reviewed by Aaron Kenneston. Aaron Kenneston motioned to notify Pershing County of the deficiency of the exercise report; requesting a clearer nexus with hazardous materials and see if they are able to produce it. Kelly Thomas seconded the motion. The motion passed unanimously.

The Department of Public Safety was reviewed by Richard Brenner. Carolyn Levering motioned to approve the Department of Public Safety submission. Patty Polish seconded the motion. The motion passed unanimously.

7. REVIEW OF LEVEL OF RESPONSE QUESTIONNAIRES AND UPDATES TO HAZARDOUS MATERIALS EMERGENCY RESPONSE PLANS SUBMITTED BY LEPCS AND STATE AGENCIES (Discussion/For Possible Action)

Carolyn Levering closed the session at 10:51 to review Level of Response (LOR) and Hazardous Materials Emergency Response Plans (Plan) submissions.

Chair Levering resumed the meeting at 11:54am.

Washoe County was reviewed by Kelly Thomas. Level of Response is at the Technician Level. Kelly Thomas motioned to accept the Washoe County Emergency Response Plan as submitted. Cherie Nevin seconded the motion. The motion passed unanimously.

Clark County was reviewed by Kelly Thomas. The Level of Response is at the Technician Level. Kelly Thomas motioned to accept the Clark County Response Plan as submitted. Aaron Kenneston seconded the motion. The motion passed unanimously.

Lyon County was reviewed by Kelly Thomas. The Level of Response is Technician Level. Kelly Thomas motioned to accept the Lyon County Emergency Response Plan which includes Technician Level as submitted. Cherie Nevin seconded the motion. The motion passed unanimously.

Kelly Thomas left the meeting. A quorum is confirmed.

Nye County was reviewed by Aaron Kenneston, who noted that the Plan is in need of a Community Coordinator and recommends a full update. Aaron Kenneston motioned to accept the Nye County Plan and their Level of Response as Technician Level. Patty Polish seconded the motion. The motion passed unanimously.

Pershing County was reviewed by Aaron Kenneston. Level of Response is Operation. Aaron Kenneston motioned to accept the Pershing County Plan and their Operations Level of Response. Cherie Nevin seconded the motion. The motion passed unanimously.

Mineral County was reviewed by Aaron Kenneston. Level of Response is Operations. Aaron Kenneston recommends an update to the Plan, including the Community Coordinator. Aaron Kenneston motioned to accept the Mineral County Plan and their stated level of response as Operations. Patty Polish seconded the motion. The motion passed unanimously.

Aaron Kenneston left the meeting. A quorum is confirmed.

Storey County was reviewed by Patty Polish. Storey County is at Technician Level. Patty Polish motioned to approve Storey County. Chair Levering seconded the motion. The motion passed unanimously.

Humboldt County was reviewed by Patty Polish. Humboldt is Technician Level. Patty Polish motioned not approve Humboldt General Hospital and Humboldt LEPC Response Plan at this time because the Tier II reporting requirements need to use the State database, the specific title of an individual needs to be listed or designated as the Community Coordinator or Facilities Coordinator, the emergency equipment in the Community and Facilities needs to be updated that shows a 2017 date, and there is no date on the Plan. After those items have been addressed they should resubmit for the next meeting. Cherie Nevin seconded motion. The motion passed unanimously.

Lander County was reviewed by Cherie Nevin. Level of Response is Awareness. Items missing include the updated Tier II facilities, emergency equipment inventory not updated, need to solidify a current evacuation plan, and updated contact lists are needed. Cherie Nevin moved to deny the submission and directed staff to notify the LEPC of the deficiencies. Patty Polish seconded the motion. The motion passed unanimously.

Lincoln County was reviewed by Cherie Nevin. Level of Response is Operations. Cherie Nevin motioned to approve Lincoln County. Patty Polish seconded the motion. The motion passed unanimously.

Esmeralda County was reviewed by Chair Levering. They are Awareness Level. Chair Levering motioned to approve Esmeralda County's Plan as submitted. Cherie Nevin seconded the motion. The motion passed unanimously.

Eureka County was reviewed by Chair Levering. They are Awareness Level. Chair Levering motioned to approve Eureka County. Patty Polish seconded the motion. The motion passed unanimously.

Douglas County was reviewed by Chair Levering. They are Technician Level. Chair Levering motioned to approve the Douglas County submission. Cherie Nevin seconded the motion. The motion passed unanimously.

Carson City was reviewed by Richard Brennan. They are Technician Level. Cherie Nevin motioned to approve the Carson City Plan. Chair Levering seconded the motion. The motion passed unanimously.

Churchill County was reviewed by Richard Brenner. Level of Response is Operations. He noted the following deficiencies; updated Letter of Promulgation; current Tier II report; Tab 6/NRT-1A Element #4 Emergency Notification procedures needs to be updated; Tab 15/NRT-1A key element #6 Emergency Equipment in the Community and Facilities needs to be updated. A motion was made not to approve and direct staff to notify LEPC of deficiencies. ***after the meeting was closed, the packet that was submitted 1/20/17 was located on the table and had slipped out of the LEPCs binder. All deficiencies noted were included and this LEPC is in compliance.**

Legislative Police did not submit for this portion of the Agenda.

8. PUBLIC COMMENT (Non-action Item) There was no public comment.

9. ADJOURNMENT (Discussion/For Possible Action)

Cheri Nevin motioned to adjourn the meeting. Patty Polish seconded the motion. The motion carried unanimously. Meeting adjourned 12:37pm