

# MINUTES

## Nevada State Emergency Response Commission (SERC)

### Funding Committee Meeting

Thursday, August 06, 2015 – 9:00am

NV Department of Transportation  
1301 Old Hot Springs Road  
Room 112  
Carson City

NV Department of Transportation  
123 East Washington Avenue  
Conference Room Building A  
Las Vegas

#### Members Present

Richard Brenner, Chair\*  
Susan Crowley\*  
Stacey Giomi\*\*  
John Helmreich\*\*

#### Members Absent

Tom Burns

#### Staff

Stephanie Parker  
Tami Beauregard  
Nathan Hastings

#### Guests

Robert Fash\*  
Cathy Ludwig\*\*

\*videoconference

\*\*teleconference

### 1. CALL TO ORDER

Richard Brenner called the meeting to order at 9:07am

### 2. INTRODUCTIONS

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

### 3. PUBLIC COMMENT

Mr. Brenner called for public comment. There was none.

### 4. APPROVAL OF JULY 09, 2015 MEETING MINUTES

Susan Crowley made a motion to approve the minutes of the July 09, 2015 Funding Committee meeting. John Helmreich seconded the motion which was approved unanimously.

**5. REVIEW AVAILABLE FUNDING FROM THE SERC TO SUPPLEMENT THE LEPC APPLICANTS TO ATTEND THE FIRESHOWSWEST (FSW) CONFERENCE**

Stephanie Parker stated the application requested amounts total more than the available funding. Ms. Parker added a worksheet was supplied with application request details, including last year's information.

Mr. Brenner noted this is good news for the attendance at the FSW.

Mr. Helmreich asked what the available funds are. Ms. Parker answered that previously approved funds from the SERC is \$40,000 and \$17,874 is left in the HMEP budget, making a total of \$57,874 in current available funding.

Ms. Crowley asked what the \$40,000 is for. Ms. Parker noted it is for the attendees.

Ms. Crowley asked if this Committee can approve the supplement funding or does this Committee need to make a recommendation to the SERC. Mr. Brenner stated this Committee will make a recommendation to the SERC and a special meeting may need to be called.

Mr. Brenner added in the past there has been enough money with the HMEP funds to approve the grant applications, but now there are many more LEPC's using the HMEP funds for other training.

Stacey Giomi asked if all the money had been moved from Planning to Training within the HMEP grant. Ms. Parker replied that all monies have been moved into Training.

Mr. Helmreich asked how much money is available in the SERC reserves. Ms. Parker noted although the fiscal year has not closed yet, there is approximately \$939,000 available in SERC reserves. Mr. Giomi asked if this money is unencumbered and Ms. Parker replied that it is.

A discussion ensued with regards to the SERC reserves being lowered during the Legislative session. Ms. Parker stated that the SERC reserves are monies belonging to both the SERC and the State Fire Marshal (SFM). Ms. Parker also added that Jim Dibasilio, Department of Public Safety Budget Analyst is willing to make a presentation about the SERC reserves at the next SERC Quarterly meeting.

Ms. Crowley made a motion to recommend approval to the SERC to use \$85,000 of SERC funds to supplement attendees to the FSW Conference and call a SERC Special meeting. Ms. Crowley asked if the Committee should vote on this now or wait until the grant applications are reviewed.

Ms. Parker stated the amount needed is not exactly \$85,000 but \$81,218 with the amount rounded up. Ms. Parker also noted if the additional funding is approved on the grant applications, the LEPCs will need a contingency to resubmit all grant application pages with amended dollar amounts.

Ms. Crowley amended her motion to be up to \$85,000 and that this Committee will proceed with funding the grant applications in full, if appropriate.

Mr. Helmreich asked if the budget presentation will be at the next full SERC meeting to determine exactly how much funding is available. Ms. Parker stated this Committee should make the recommendation to the SERC now on the \$85,000 and then the presentation will be at the next SERC quarterly meeting to discuss a plan for using the reserve funds.

Mr. Helmreich seconded the amended motion which was approved unanimously.

**6. HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) MID-CYCLE GRANT APPLICATIONS FOR THE FIRESHOWSWEST (FSW) CONFERENCE**

Ms. Crowley thanked staff for the grant application cover sheet; it is very helpful.

Ms. Crowley asked what the difference is between the Compliance Certification and the Certified Assurances. Ms. Parker stated the Compliance Certification is to ensure the LEPC is in compliance with the SERC policies and the Certified Assurances are to ensure the LEPC is in compliance with the Federal government.

Cathy Ludwig, Washoe County LEPC joined the meeting.

**Washoe County LEPC** – is not in compliance. The LEPC is requesting \$8,580 for forty-four attendees. The contingency items are: meeting minutes approving the grant application.

Ms. Ludwig stated the Washoe County LEPC is requesting forty-four attendees for registration only for a total of \$8,580. Ms. Ludwig added the LEPC is not in compliance due to meeting minutes approving the grant application not being turned in, the meeting is scheduled for August 20<sup>th</sup>.

Mr. Giomi made a motion to approve the Washoe County LEPC grant application as submitted contingent on submission of noted contingency items. Ms. Crowley seconded the motion.

Mr. Helmreich asked why there is the difference in the hotel rates. Ms. Parker answered with two different hotels and rates; it is difficult for the LEPC to decide what the rate will be. Ms. Parker added staff took the highest rate offered and added the room tax and/or resort fee to determine the higher amount.

Mr. Brenner thanked Ms. Ludwig for the increased number of attendees. Ms. Ludwig stated she has been working on having more people attend the Conference.

Mr. Brenner called for the vote which was approved unanimously.

**Carson City LEPC** – is not in compliance. The LEPC is requesting \$585 for three attendees. The contingency items are: meeting minutes approving the grant application.

Ms. Crowley made a motion to approve the Carson City LEPC grant application as submitted contingent on submission of noted contingency items. Mr. Helmreich seconded the motion which was approved unanimously.

**Clark County LEPC** – is not in compliance. The LEPC is requesting \$26,620 for twenty-two attendees. The contingency items are: signed application; signed assurances, completed and signed compliance certification; completed and signed activity sheet; meeting minutes approving the grant application and resubmission of grant application pages with amended dollar amounts.

Mr. Giomi made a motion to approve the Clark County LEPC grant application with an increase to \$27,148 for room tax and/or resort fees and contingent on submission noted contingency items. Ms. Crowley seconded the motion.

A discussion ensued with regards to the Compliance Certification and Certified Assurances not being included in all the grant applications, provided to the Committee. Ms. Parker stated if there was no issue with the pages they were not included in the packet, to lessen the amount of paper sent to the Committee.

Mr. Brenner called for the vote which was approved unanimously.

**Douglas County LEPC** – is not in compliance. The LEPC is requesting \$14,880 for twenty attendees. The contingency items are: corrected activity sheet and signed title page.

A discussion ensued with regards to how many attendees the Douglas County LEPC is requesting to send. Ms. Parker stated the correct number is twenty.

Ms. Crowley made a motion to approve the Douglas County LEPC grant application as submitted contingent on submission of noted contingency items. Mr. Giomi seconded the motion which was approved unanimously.

**Elko County LEPC** – LEPC is in compliance. The LEPC is requesting \$14,580 for ten attendees. The contingency items are: resubmission of grant application pages with amended dollar amounts.

Mr. Helmreich made a motion to approve the Elko County LEPC grant application with an increase to \$15,539 for room tax and/or resort fees and contingent on submission of noted contingency items. Ms. Crowley seconded the motion which was approved unanimously.

**Eureka County LEPC** – is in compliance. The LEPC is requesting \$1,490 for two attendees. The contingency items are: resubmission of grant application pages with amended dollar amounts.

Mr. Giomi made a motion to approve the Eureka County LEPC grant application with an increase to \$1,556 for room tax and/or resort fees and contingent on submission of noted contingency items. Ms. Crowley seconded the motion.

Mr. Crowley asked if the LEPC will be able to simply cross out the old dollar amount and write in the new dollar amount or if they will have to submit new pages with signatures. Ms. Parker stated the LEPC may initial the new dollar amounts after crossing out the old amounts.

Mr. Brenner called for the vote which was approved unanimously.

**Mineral County LEPC** – is not in compliance. The LEPC is requesting \$11,541 for fourteen attendees. The contingency items are: meeting minutes approving the grant application and resubmission of grant application pages with amended dollar amounts.

Ms. Crowley stated she believes the reason for the late submission is an extenuating circumstance and asked if this Committee has the authority to approve an exception to the policy.

A discussion ensued with regards to the wording of the SERC policy, the authority of this Committee to make an exception to the policy, why the policy is written as is, past decisions of the SERC with regards to exceptions and if the full SERC has the authority to make an exception to the policy. Nathan Hastings stated he can provide guidance at the SERC Special meeting.

A discussion ensued with regards to the wording of the SERC statutes and the wording of the SERC policy.

Mr. Brenner suggested this Committee vote to deny or approve the grant application contingent on forwarding the application to the full SERC to discuss.

A discussion ensued with regards to the SERC Special meeting being held after the Policy/Legislative Committee meeting, so that Committee may discuss this issue; also discussed was what the motion of this Committee should be. Tami Beauregard stated the SERC Special Meeting will need to be held prior to the Policy/Legislative Committee meeting due to time constraints with the conference.

Mr. Helmreich suggested the Committee have no action on this item and refer it to the full SERC for consideration. Ms. Crowley noted this would give Mr. Hastings time to research the weight of the SERC policy. Mr. Giomi stated no motion is needed on this agenda item. Mr. Brenner noted this item will be on the SERC Special Meeting agenda.

No action was taken on this agenda item.

**Nye County LEPC** – is in compliance. The LEPC is requesting \$19,644 for eighteen attendees. The contingency items are: resubmission of grant application pages with amended dollar amounts.

Ms. Crowley made a motion to approve the Nye County LEPC grant application with an increase to \$20,295 for room tax and/or resort fees and contingent on submission of noted contingency items. Mr. Helmreich seconded the motion which was approved unanimously.

**Pershing County LEPC** – is not in compliance. The LEPC is requesting \$7,453 for ten attendees. The contingency items are: meeting minutes approving the grant application.

Ms. Crowley made a motion to approve the Pershing County LEPC grant application as submitted contingent on submission of noted contingency items. Mr. Brenner seconded the motion which was approved unanimously.

**Storey County LEPC** – is in compliance. The LEPC is requesting \$3,900 for twenty attendees.

Mr. Helmreich made a motion to approve the Storey County LEPC grant application as submitted. Ms. Crowley seconded the motion which was approved unanimously.

**White Pine County LEPC** – is in compliance. The LEPC is requesting \$20,914 for twenty attendees. The contingency items are: resubmission of grant application pages with amended dollar amounts.

Mr. Brenner made a motion to approve the White Pine County LEPC grant application with an increase to \$21,454 for room tax and/or resort fees and contingent on submission of noted contingency items. Mr. Giomi seconded the motion which was approved unanimously.

**University of Nevada, Las Vegas (UNLV)** – is in compliance. UNLV is requesting \$5,754 for six attendees. The contingency items are: resubmission of grant application pages with amended dollar amounts.

Mr. Helmreich made a motion to approve the UNLV allocation with an increase to \$5,826 for room tax and/or resort fees and contingent on submission of noted contingency items. Ms. Crowley seconded the motion which was approved unanimously.

## **7. REPORT ON GRANT CHANGE REQUESTS ALREADY APPROVED**

Ms. Parker noted there are no changes, however the Pershing County LEPC and the Clark County LEPC have made verbal requests and the grant change requests will be forthcoming.

## **8. PUBLIC COMMENT**

Mr. Brenner called for public comment.

Ms. Beauregard asked if the Committee is prepared to schedule the next Funding Committee meeting before adjournment. Mr. Brenner noted it would be better to send out a request, along with the SERC Special Meeting request.

**9. ADJOURNMENT**

Ms. Crowley made a motion to adjourn the meeting. Mr. Brenner seconded the motion. The meeting was adjourned at 10:10am.