

MINUTES

Nevada State Emergency Response Commission (SERC)

Planning and Training Subcommittee Meeting

Monday, March 18, 2015 – 9:00am

VIDEOCONFERENCE

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

Carolyn Levering, Chair
Aaron Kenneston
Cherie Nevin
Richard Brenner, Ex-Officio

Members Absent

Patty Polish
Brett Waters

Staff

Karen Pabón
Tami Beauregard
Nathan Hastings

Guests

Peter Mulvihill
Rob Loveberg
Jason Manley

1. CALL TO ORDER

Carolyn Levering called the meeting to order at 9:01am.

2. INTRODUCTIONS

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

3. PUBLIC COMMENT

Ms. Levering called for public comment.

Peter Mulvihill noted the vendor did an update to the Online Hazmat Reporting System and the system is now functional, but there are still issues. Mr. Mulvihill added the vendor continues to work on the system and progress is being made.

4. APPROVAL OF FEBRUARY 24, 2015 MINUTES

Aaron Kenneston made a motion to approve the minutes of the February 24, 2015 Planning and Training Subcommittee Meeting. Cherie Nevin seconded the motion which was approved unanimously.

5. VOTE ON LINCOLN COUNTY LEPC LEVEL OF RESPONSE QUESTIONNAIRE AND HAZARDOUS MATERIALS PLAN (Discussion/For Possible Action)

Richard Brenner reinstated his motion to approve the questionnaire and approve the plan with recommendations to consistently note the date when the plan was reviewed/updated. Ms. Nevin again seconded the motion. Ms. Levering called for the vote and the motion was approved unanimously.

6. REVIEW OF EXERCISE/INCIDENT REPORTS SUBMITTED BY LEPCS AND STATE AGENCIES

The Subcommittee was in recess from 9:08am to 9:32am to review exercise reports, Level of Response Questionnaires and Hazardous Materials Emergency Response Plans.

Lander County LEPC – Mr. Kenneston described the exercise and advised the exercise report did not contain a narrative of how the plan was utilized, the results of how the plan was used and an exercise form. Mr. Kenneston made a motion to issue a notice of deficiency. Ms. Nevin seconded the motion which was approved unanimously.

White Pine County LEPC – Mr. Kenneston described the exercise and made a motion to approve the exercise report. Ms. Nevin seconded the motion which was approved unanimously.

Humboldt County LEPC – Mr. Brenner described the exercise and made a motion to approve the exercise report noting deficiencies have been met. Mr. Kenneston seconded the motion which was approved unanimously.

7. REVIEW OF LEVEL OF RESPONSE QUESTIONNAIRES AND UPDATES TO HAZARDOUS MATERIALS EMERGENCY RESPONSE PLANS SUBMITTED BY LEPCS AND STATE AGENCIES

Tami Beauregard noted for the record Washoe County submitted their deficiency items with regards to the missing pages in the Resource List and UNLV submitted their deficiency items with regards to needing an updated contact list.

Lander County LEPC – Ms. Nevin described the Level of Response Questionnaire as awareness level and plan. Ms. Nevin advised the Facilities List needs to be updated and a current Letter of Promulgation needs to be submitted. Ms. Nevin made a motion to issue a notice of deficiency. Mr. Brenner seconded the motion which was approved unanimously.

White Pine County LEPC – Mr. Kenneston described the Level of Response Questionnaire as operations level and plan. Mr. Kenneston made a motion to approve the questionnaire and approve the plan with recommendations to insert the Facility List report from the Online Hazmat Reporting System and delete previous years in the Exercise Schedule. Mr. Brenner seconded the motion which was approved unanimously.

Lander County LEPC, revisited – Karen Pabón asked Ms. Nevin to go back to the Lander County plan noting the Contact List was not dated. Ms. Nevin made a motion to make a recommendation for Lander County to add the date when their Contact List was updated. Mr. Brenner seconded the motion which was approved unanimously.

8. REVIEW OF FY 2016 SERC GRANT APPLICATIONS SUBMITTED BY LOCAL EMERGENCY PLANNING COMMITTEES (LEPCS) AND STATE AGENCIES

Ms. Levering stated this Subcommittee will review the SERC application with regards to the LEPC's level of response. Ms. Levering added if the requested items match the level of response, this Subcommittee will make a recommendation to the Funding Committee to consider funding the application.

Ms. Beauregard noted a spreadsheet has been provided noting any non-compliance issues in red, staff questions/comments regarding the grant application in green, how much is being requested and the list of items. Ms. Beauregard also noted the Level of Response declared is noted and those with question marks are the LEPCs that did not submit a questionnaire. Ms. Beauregard added a change to the spreadsheet is Humboldt County submitted their updated exercise report including the narrative and corrective actions and Affidavit of Publication.

Ms. Levering reiterated the function of this Subcommittee.

Ms. Levering asked if any guests would like the Subcommittee to review their application out of order. Rob Loveberg asked to have his application reviewed first.

Lyon County LEPC – designated level of response is operations and technician. The LEPC is requesting \$24,998 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting gas detector w/shipping, simulation software w/shipping, SCBA tester, non-ambulatory roller system, 30 gallon hazmat bag, 55 gallon hazmat bag, 42" traffic cone w/rubber base, 36" traffic cone, barricade tape and chemical coveralls.

Mr. Kenneston made a motion to recommend approval of Lyon County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

Carson City LEPC – designated level of response is technician. The LEPC is requesting \$24,299 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting meter dish, portable radios w/accessories, IMPRES SE RSM and IMPRES SMUC adapter.

Mr. Brenner made a motion to recommend approval of Carson City LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

Churchill County LEPC – designated level of response is awareness and operations. The LEPC is requesting \$24,576 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting generator, awnings, float-a-pump, paint and identification for trailers, cabinets for new trailer and emergency lights.

Mr. Brenner made a motion to recommend approval of Churchill County LEPC's grant request. Mr. Kenneston seconded the motion which was approved unanimously.

Clark County LEPC – designated level of response is technician. The LEPC is requesting \$24,603 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting ERK kit, chlorine kit and Cyanokit.

Mr. Kenneston made a motion to recommend approval of Clark County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

Douglas County LEPC – designated level of response is technician. The LEPC is requesting \$24,931 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting Radio, SCBA cylinder, door locks, digital radio w/battery, speaker and shipping.

A discussion ensued with regards to the door locks being in line with this grant. Ms. Pabón noted door locks had previously been approved in the UWS grant.

Mr. Kenneston made a motion to recommend approval of Douglas County LEPC's grant request with a note to the Funding Committee to review the door locks. Mr. Brenner seconded the motion which was approved unanimously.

Elko County LEPC – the previous year designated level of response is operations. The LEPC is requesting \$24,988 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting SCBA cylinder, MultiRae lit, air respirators, air respirator canister, CBRN canister, gas detector, bump test station, methane 4 gas call gas, AutoRae2 controller, cradle, male flow regulator, female regulator, calibration tubing and shipping.

Mr. Kenneston made a motion to recommend approval of Elko County LEPC's grant request contingent on submission of Level of Response questionnaire noting the operations level of response. Ms. Levering made an amendment to the motion to include the plan updates, exercise/incident report, membership list, bylaws and Letter of Promulgation. Mr. Kenneston accepted the amended motion. Ms. Nevin seconded the motion which was approved unanimously.

Esmeralda County LEPC – no application was submitted.

Eureka County LEPC – designated level of response is awareness. The LEPC is requesting \$24,264 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting powered air purifying respirator.

Mr. Brenner made a motion to recommend approval of Eureka County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

Humboldt County LEPC – designated level of response is technician. The LEPC is requesting \$24,960 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting SCBA w/mask, air cylinder and compass updated kit.

Mr. Brenner made a motion to recommend approval of Humboldt County LEPC's grant request. Mr. Kenneston seconded the motion which was approved unanimously.

Lander County LEPC – designated level of response is awareness. The LEPC is requesting \$25,000 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting blue-med xp medical response package.

Mr. Kenneston made a motion to not recommend approval of Lander County LEPC's grant request noting the item requested is not in line with awareness level of response. Mr. Brenner seconded the motion which was approved unanimously.

Lincoln County LEPC – designated level of response is operations. The LEPC is requesting \$24,993 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting radio w/accessories, EMS coat w/accessories, gloves, headlamp, boot cover, nitrile gloves, g-force nozzle, laptop, tablet and iPad.

Mr. Brenner made a motion to recommend approval of Lincoln County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

Mineral County LEPC – the previous year designated level of response is operations. The LEPC is requesting \$23,970 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting thermal camera, gas detector, calibration kit and LED sign.

Mr. Kenneston made a motion to recommend approval of Mineral County LEPC's grant request contingent on plan updates, Level of Response questionnaire, exercise/incident report, membership list, bylaws and Letter of Promulgation. Mr. Brenner seconded the motion which was approved unanimously.

Nye County LEPC – designated level of response is technician. The LEPC is requesting \$24,970 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting Tyvek coveralls.

Mr. Brenner made a motion to recommend approval of Nye County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

Pershing County LEPC – designated level of response is awareness. The LEPC is requesting \$24,971 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting confined space kit, gas detector, regulator, calibration cradle, sampling hose, standard regulator, calibration gas, replacement sensors, battery pack, charger, portable radio w/accessories, pager, VHF, assy accessory, impress SUC and switching power supply.

Mr. Kenneston made a motion to recommend approval of Pershing County LEPC's grant request. Mr. Brenner seconded the motion which was approved unanimously.

Storey County LEPC – designated level of response is operations and technician. The LEPC is requesting \$25,000 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting radios w/accessories, thermal imager camera, pope wrap repair kit, leak lock kit, absorbent pads, mercury spill kit, chemical protective training suit, hazproof boots, responder bag and digital portable radio w/accessories.

Mr. Brenner made a motion to recommend approval of Storey County LEPC's grant request. Mr. Kenneston seconded the motion which was approved unanimously.

Washoe County LEPC – designated level of response is technician. The LEPC is requesting \$24,977 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting fire extinguishment, flow regulators, lgas readers, truck chargers, calibration gas, isobutylene, gas blend, auto injectors, SCBAs, level B suits, sampling tubing, cable for detectors, battery holders, carrying case and gas canisters.

Mr. Brenner made a motion to recommend approval of Washoe County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

White Pine County LEPC – designated level of response is operations. The LEPC is requesting \$24,763 for equipment in addition to the \$4,000 in operations funds. The LEPC is requesting portable radio w/accessories, pagers w/accessories and portable 800mhz radios w/accessories.

Mr. Brenner made a motion to recommend approval of White Pine County LEPC's grant request. Ms. Nevin seconded the motion which was approved unanimously.

9. REVIEW EXERCISE/INCIDENT AND PLAN CHECKLIST

At the request of the Subcommittee, staff prepared a checklist for all items to be considered by the Subcommittee. The Subcommittee reviewed the checklist.

Mr. Kenneston suggested word changes to the Facilities List and would like to add the facilities report should come from the Online Hazmat Reporting System.

Ms. Beauregard stated she created two reports in the Online Hazmat Reporting System; one with all facilities noting Tier II facilities and one with just Tier II facilities.

A discussion ensued with regards to making the LEPC use the reports in the Online Hazmat Reporting System and if yes, this requirement should be forwarded to the Policy Committee for consideration.

Mr. Mulvihill stated the Policy Committee will review the facility list report requirement.

A discussion ensued regarding if the checklist is a resource for this Subcommittee or a requirement for the LEPC to submit by January 31st.

Mr. Kenneston requested the words 'current year' be added in front of Exercise Program and Training Program.

A discussion ensued regarding what the exercise program and training program should contain when inserted into the hazardous materials emergency plan.

Ms. Levering asked if the Subcommittee should make a motion to recommend the checklist and facility report requirement to the Policy Committee.

Mr. Mulvihill stated there is no need for a motion; the form and facilities report requirement will be reviewed at the next Policy Committee.

No action was taken.

Ms. Levering noted this Subcommittee will wait on feedback from the Policy Committee and if the outcome is positive to have the LEPCs use the form next year.

10. PUBLIC COMMENT

Ms. Levering called for public comment.

Ms. Beauregard asked the Subcommittee how the meeting went using the Nevada Department of Transportation (NDOT) videoconference; overall the experience was positive.

Mr. Kenneston asked if the system in SERC has a proper span of control with regards to counseling the seventeen LEPCs.

A discussion ensued with regards to what assistance the LEPCs receive from the SERC and what assistance should be provided to the LEPCs.

Ms. Levering asked staff to send out a notice to the LEPCs in October or November regarding who from the Planning and Training Subcommittee is assigned to the LEPC for assistance with the requirements due by January 31st.

11. ADJOURNMENT (Discussion/For Possible Action)

Mr. Brenner made a motion to adjourn the meeting. Ms. Nevin seconded the motion. The meeting adjourned at 10:51am.