# Minutes

**Nevada State Emergency Response Commission (SERC)**

**Quarterly Meeting**

**Wednesday, January 10, 2024, at 9:00am**

# CALL TO ORDER

Richard Brenner called the meeting to order at 9:03am.

1. **ROLL CALL, CONFIRM QUORUM, AND INTRODUCTIONS**

Role was taken and a quorum was present.

**Members Present:**

Allison Genco

Amanda Windes

Billy Samuels

David Sellen

Debra Dailey

Denis Nolan, Co-Chair

Eric Santos

James Johnston

Jason Nicholl

Karen Luna

Michael Mallner

Nicole Hoekstra

Richard Brenner, Co-Chair

Susan Crowley

Nathan Hastings, DAG

Brandilyn Baxter, SERC Administrator

**Local LEPC Members Present:**

Patrick Lazenby – Nye County

Billy Samuels – Clark County

Francisco Ceballos – Washoe County

Carson County – John Bakkedahl

Lander County – MeShell Young

Lincoln County – Eric Holt

Esmeralda County – Patricia Brownfied

1. **PUBLIC COMMENT**

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

1. **APPROVAL OF October 26, 2023, MEETING MINUTES (Discussion / For Possible Action)**

Susan Crowley made a motion to approve the October 26, 2023, meeting minutes. Dennis Noland seconded the motion which was approved unanimously.

1. **NEW COMMISSION MEMBERS AND STANDING COMMITTEE UPDATES**
	1. SERC Commissioners

Brandilyn Baxter advised there is a new Commissioner, James Johnston. Ms. Baxter mentioned Mr. Johnson was appointed in November of 2023.

Mr. Johnston advised he graduated in Las Vegas from UNLV with Disaster Emergency Management. Mr. Johnston has been with the city of Elko for 24 years and is the Fire Chief there.

* 1. Committee Membership

Mr. Brenner provided a synopsis of the different Committees and advised any interested Commissioner to let Ms. Baxter know.

1. **LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) UPDATES**

Clark County LEPC – Billy Samuels noted that there is a new Vice Chair for their LEPC. Rachel Skidmore got promoted over at the Las Vegas Metropolitan Police Department. Diana Clarkson is the new Emergency Manger over there as well as holding the title of Vice Chair for the LEPC.

Carson County LEPC – John Bakkedahl stated that their last LEPC was on November 5, 2023, and the next one is scheduled for March 5, 2024. Mr. Bakkedahl stated all their Compliance documents were submitted to SERC after the last meeting.

Esmeralda County LEPC – Patricia Brownfield stated their last quarterly meeting was in October of 2023. They are on track to follow.

Washoe County LEPC – Francisco Ceballos advised the LEPC is on track and the quarterlies are coming in. The LEPC just had their general meeting in December to get the approvals on their Hazmat Plan.

Lander County LEPC – MeShell Young noted the LEPC is compliant. The LEPC is planning a live drill for 2024. Ms. Young stated they are still waiting for funding to get the EOP manual updated, and the Hazmat Plan separated out of it. Mr. Brenner asked is Ms. Young is still working with a consulting company to execute that plan. Ms. Young answered, yes.

Lincoln County LEPC – Eric Holt stated he is filling in for Derek Bowman. Mr. Holt mentioned the LEPC is in compliance. Mr. Holt noted that their city and county are working on Hazard Mitigation plan updates.

Mr. Brenner asked if there was any on the call from Tribal Nations in Nevada. There was no answer.

Nye County LEPC – Patrick Lazenby stated the next LEPC meeting is on February 1, 2024. Mr. Lazenby is working on the annual compliance certification and grants.

1. **NON-STATE AGENCY UPDATES**

Mr. Brenner asked Ms. Baxter if she received a report from U.S. Environmental Protection Agency (EPA). Ms. Baxter has not received anything from them. Mr. Brenner mentioned they have a two-day Western States Conference coming up that Mr. Samuels has been assisting with. Mr. Brenner gave a synopsis of the Conference. Mr. Brenner asked Ms. Baxter if she has received a report from the Federal Emergency Management Agency (FEMA), U.S. Department of Homeland Security – (DHS). Ms. Baxter advised she did not receive any reports from the federal agencies.

1. **STATE AGENCY UPDATES**
2. Nevada State Police Highway Patrol Division (NHP) – Mr. Brenner asked if Ms. Baxter has received a report.

Ms. Baxter noted she had not received anything.

1. Nevada State Police Fire Marshal Division (SFM) – Nicole Hoekstra

Ms. Hoekstra advised the State Fire Marshal does not have anything to report.

1. Nevada Division of Environmental Protection (NDEP) – Kelly Thomas

Ms. Baxter has not received a report from Kelly.

1. Nevada Division of Industrial Relations, OSHA Unit – William Gardner

MS. Baxter stated that Mr. Gardner was not able to attend the meeting but, she did receive an update. The report stated that OSHA has completed process safety training for most of their staff and will begin initiating comprehensive inspections of large chemical facilities starting quarter 1 of 2024. OSHA plans on coordinating with NVP before launching the inspections.

1. Nevada Division of Emergency Management & Nevada Radiation Control Program – Jon Bakkedahl

Mr. Bakkedahl stated that as of January 9, 2024, they checked out sources to the Civil Support Team, National Guard, Weapons of Mass Destruction Team. They have been checking out training and exercises on a quarterly basis. Mr. Bakkedahl noted that equipment calibrations will be done this Spring, across the State that DEM owns. Mr. Bakkedahl stated that they are hoping to host a Radiation Specialist Class for subject matter experts. This course will be held in Carson City.

Mr. Brenner asked how the replacement of the old dosemeters program has been coming along.

Mr. Bakkedahl noted that they have purchased equipment to implement the replacements throughout the State.

1. **REVIEW OF HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) INITIAL GRANT APPLICATION**

Mr. Brenner gave a synopsis of grant submissions that have been received. Mr. Brenner mentioned that Ms. Baxter has uploaded the training applications on the Website. Clark County is putting in for the International Association of Fire Chiefs Hazmat Conference in Baltimore in June. Mr. Brenner mentioned that Douglas County is looking at Hazmat IQ training as well as the continuing challenge. Washoe County has put in for Gasoline Tanker Truck training. Mr. Brenner asked Ms. Baxter if she had everything she needed for the grants. Ms. Baxter stated that the Washoe County and Douglas County grants were on the initial application for year two. Ms. Baxter noted we have enough funding from the first year that these will go off of. Mr. Brenner asked if we need to submit anything to the Feds regarding these grants. Ms. Baxter stated she will have to submit Douglas and Washoe County because they were not written in their initial application. Ms. Crowley expressed her concern on getting Washoe County necessities done within time. Ms. Baxter stated that everything should be fine and there will be no delay.

Ms. Crowley made a motion to approve the three grant applications as written. David Sellen seconds the motion. Motion carries unanimously.

1. **ADMINISTRATIVE REPORT**
	1. SERC Assistant position - Ms. Baxter advised she has hired an Assistant, Baylee Hampton. Her first day was Monday, January 8, 2024.
	2. NRS and NAC status updates - Ms. Baxter advised she has no updates.
	3. Face to Face Meetings – Ms. Baxter is in the process of a work program to move money so that we can schedule a face-to-face meeting.
	4. LEPC Compliance Documents due to SERC January 31, 2024 - Ms. Baxter stated she has only received two documents so far. Ms. Baxter will be sending out a reminder email to get that documentation sent it.

Mr. Brenner asked if anyone has any questions for Ms. Baxter.

Mr. Samuels asked what the Face-to-Face meetings will look like and what is the plan for these meetings?

Ms. Baxter noted that we have more people in the North. The plan will be to do same-day flights for the meetings. Ms. Baxter is open to any suggestions. Mr. Brenner mentioned that switching from North to South would be the goal, funding permitted.

1. **PUBLIC COMMENT**

Mr. Brenner called for public comment. Ms. Crowley stated that the Zoom link for the meeting worked well for her.

Eric Santos mentioned that the drills being conducted, such as the Active Shooter Drill, are a good thing. Hopefully the training being utilized will be helpful.

Mr. Samuels noted that the training does make the incident better.

Debra Daily mentioned one of the components she has found helpful is training the up-and-coming staff on all trainings to not fall short if an incident occurs.

1. **ADJOURNMENT**

# Ms. Crowley made a motion to adjourn. Ms. Dailey seconded the motion which was approved unanimously. Meeting adjourned at 9:45am.