

**Nevada State Emergency Response Commission (SERC)**  
**SERC QTR APRIL 2018**  
**Meeting Minutes**

**1. CALL TO ORDER**

Mr. Brenner called the meeting to order.

**2. ROLL, CONFIRM QUORUM AND INTRODUCTIONS**

Members Present: Co- Chair Caleb Cage, Co-Chair Brenner, Bart Chambers, Susan Crowley, Karen Luna, Eric Santos, Lance Chantler, Dennis Nolan, Jon Bakkedahl, Matt Griego, Kelly Thomas, Eric Santos, Resty Malicdem, Lance Chantler, Peter Boffelli

Others Present: Wendi Wyatt-SERC Administrator  
Christina Wilson, SERC Coordinator  
Nathan Hastings, Attorney General's Office  
Jimmy Andrews, OSHA  
Mike Heidemann, Churchill County  
Dennis Pinkerton, State Fire Marshal's Office  
Joe Curtis, Storey County  
Jack Snyder, Elko County  
Bill Thompson, NDOT  
Patricia Brownfield, Esmerelda County

Mr. Brenner established that a quorum was present.

**3. PUBLIC COMMENT**

There was no public comment.

**4. SERC ADMINISTRATOR UPDATE**

Chair Brenner introduced the new SERC Administrator, Wendi Wyatt.

**5. COMMISSION MEMBER UPDATES AND FILING VACANCIES IN STANDING COMMITTEES**

Ms. Wilson reported that Andrew Weintraub (representing the restaurant industry) will not be a Commission member because he did not return the required documentation from the Governor's Office. Likewise, Robert Bavier (Union Pacific Railroad) will not be a Commission member because he is not a Nevada resident. Chair Brenner said it was important to have a representative from NV Energy become a Commission member and Mr. Cage said he would reach out (again) to his friend who works in HR to get some possible NV Energy candidates.

Chair Brenner said that Chris Collins was resigning from SERC, and Ms. Wilson concurred.

Mr. Santos asked about the status of Augustine Farias' quest to be on the Commission. Ms. Wilson said Mr. Farias completed all his paperwork and would be attending the next meeting.

**6. APPROVAL OF NOVEMBER 8 2017 MEETING MINUTES**

Mr. Thomas pointed out that in Item 10, B, C, & D the reference to a “county” agency needs to be changed to a “state” agency.

**MS. CROWLEY MADE A MOTION TO APPROVE THE NOVEMBER 8, 2018 MEETING MINUTES WITH CHANGES INDICATED. THE MOTION WAS SECONDED BY MR. CAGE. THE MOTION PASSED UNANIMOUSLY.**

**7. WASHOE COUNTY GRANT DOCUMENTS**

Ms. Wilson gave a brief history of the situation with grant dollars. In short, Washoe County did not turn in their United We Stand or Serc OPTE grant requests on time. (\$16,000 & \$27,000). Since this involved state funds, it was brought to the SERC Commission. Ms. Wilson was happy to report that not only was everything approved, but Washoe County was paid. This item is now completed and closed out.

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

**Storey County:**

Mr. Curtis reported that they are starting to plan for their quarterly Quad County HAZMAT Exercise. It will be conducted at the Aqua Metals facility, which reclaims auto batteries.

Mr. Curtis described the great growth in the industrial complex, with two bio-fuel operations, a company that will be manufacturing chemicals for the computer industry, and a plant that process garbage oils & petroleum products. Hotels and restaurants are being built.

Mr. Curtis said they are looking at upcoming exercises and updating their EOP and HAZMAT plans.

**Washoe County:**

Mr. Nolan said he was expecting Mr. Cannon to give the update, so he prepared nothing. He said he would contact his office to see if he could get some official update news before the end of the meeting. He reported that Washoe has been doing HAZMAT Triad Training, specialty training, and is getting ready for wildland season.

Later in the meeting Mr. Nolan reported he had spoken to Chief Gammon . The county is doing a rental car exercise with a HAZMAT component, a joint HAZMAT training involving river water rescue and a HAZMAT spill.

**Churchill County:**

Mr. Heidemann reported they did a joint exercise with NAS Fallon involving a full-scale exercise with active shooter and cyanide response. The SW Area Command evaluated, and they did very well.

Mr. Heidemann said they were working on a grant with Carson River Sub conservatory to do a flow study so they can develop mitigation strategies

that work with NDEP & EPA. In the meantime, they are busy controlling water by doing some precautionary drawdowns.

### **Tribal Report:**

Mr. Chantler reported that he has been working with all of the tribes for Community Emergency Response Team (CERT) training. Duck Valley completed theirs and have another training session scheduled. Reno Sparks is doing their CERT training at the end of the month and they are also planning a full-scale operation wildfire for shelter management and evacuation of the community for simulated wildfire threat.

### **Elko County:**

Mr. Snyder reported they have two classes of MERRITT training scheduled, plus a multi-agency HAZMAT drill with the GBC College on May 3<sup>rd</sup>. They are doing a radiation tabletop as well as working with NDF and BLM on hazard control. And of course, they are gearing up for wildlife season.

### **Clark County:**

Mr. Brenner reported they approved three grants, a SERC OPTE grant, a United We Stand grant and a FireShowWest grant. They will be coming before the Funding Committee for discussion. They are now working on Homeland Security grants.

### **Esmerelda County:**

Ms. Brownfield reported that they are just waiting for notification on grant approvals or adjustments.

## **9. NON-STATE AGENCY UPDATES**

**Item A: Environmental Protection Agency:** Ms. Wilson reported that Bill Jones was out of the office. Mr. Brenner said he participated in an ammonia/chlorine safety program sponsored by the EPA, and it was a unique opportunity to get first responders together to train and share best practices. The EPA will be doing the training in Reno as well.

**Item B: Emergency Management Agency:** Ms. Wilson reported that John Woytak from FEMA was out in the field and she would contact him and report back to the Commission. Mr. Brenner reminded everyone that John helps a lot with FireShowsWest and usually gets about \$10,000 a year which can be used for tuition for students.

**Item C: U.S. Department of Homeland Security:** Ms. Wilson reported that Marcie is the new contact person for Homeland Security. She said she will call Marcie to share meeting dates for the remainder of the year. Several members asked for Marcie's exact contact information and Ms. Wilson said she would email everyone with that info.

## **10. STATE AGENCY UPDATES**

**A. Nevada Department of Transportation:** Mr. Brenner reported that NDOT is doing a commodity flow study for the whole state, and they're looking at air, pipeline, over the road and also rail. This study will help in emergency management with the Homeland Security grants, hazard mitigation grants, so it has a lot of uses.

**B. Nevada Division of Emergency Management:** Mr. Cage reported they are still engaged in recovery from the 2017 floods. There are about 300 projects they are working on with tribes, subdivisions, and state agencies in order to get the 75% reimbursement from FEMA and FHWA. They are working on Homeland Security Grants. Mr. Elliott is working on updating the SCEMP, adding an emergency support function for cyber security. He is also working on a planning guide for resorts. Mr. Bakkedahl spearheaded a basic academy for emergency management which is up and running. The Homeland Security Commission approved a directive, an executive order, a budget and an initial legislative proposal, all of which support a resilience model the Governor has been driving at for several years. Their Homeland Security workforce is temporarily being reduced per executive order. The grant process is being streamlined. Their \$1.9M requested budget to the Commission for the Division of Emergency Management was not only approved, it was tripled. The legislative recommendations being developed are coming from the interstate mutual aid committee, the resort planning taskforce, and the cyber security committee. The idea is to have legislative recommendations, a budget and a strategic plan to hand to the next Governor to say this is what we think needs to happen for Homeland Security and Emergency Management going forward. As always, feedback from the public will be solicited.

**C. Nevada State Fire Marshal Division:** Chief Chambers reported there are some "dynamic" moves in the area of training. They are investigating reciprocity for classes. If they are under NWCG like ICS300 & 400, many states recognize that. That training makes their people a little bit more marketable and will recognize those that have been in the fire service and EMS as instructors to put on courses. Additionally, they are increasing training staff to support fire departments and EMS. They put in for an AFG grant of \$374,000 for a fire investigation trailer with three burn cells and a control module that can be transported throughout the region. They are enhancing fire investigation courses, which is a statutory responsibility. The two additional officers they're going after will support fire investigation, suspicious fires, and fire fatalities. They are going after the mid-cycle HMAP grant for FireShowsWest.

There are a few items they will propose as amendments to the International Fire Code including a portion of Chapter 11 for existing buildings to include carbon monoxide detectors. Building markings will be on five sides that are visible at certain distances. This will play into the Fire Code with NFPA 3000 which addresses active shooter in all facilities. For schools, they are examining pull station locations, alarm systems, and communication methods. They are looking to enhance and support local agencies and first responders to give them the tools for success to mitigate crises sooner rather than later.

Mr. Brenner asked if there were any HAZMAT technician classes scheduled through the Fire Marshal's Office? Mr. Pinkerton responded that they had finished one in Carson City and 27 people certified. The next class will be in Pahrump.

**D. Nevada Division of Environmental Protection:** Mr. Thomas gave an update on the Chemical Accident Prevention Program. Of the 53 facilities that are regulated, 12 site inspections were completed. Reinspection is scheduled for the remaining facilities. They conducted a joint inspection with the Federal EPA in Henderson. They participated in the Las Vegas Chemical Safety Day.

The 2017 site inspections yielded 411 corrective actions and so far, 135 of those corrective actions have been completed. As part of the enforcement branch for CAPP, Bob Whitehead is taking on corrective actions that haven't yet been addressed.

**E. Nevada Division of Industrial Relations, OSHA Unit:** Mr. Malicdem announced that their administration and enforcement offices located in Henderson are moving, but other than the mailing address, all contact information will remain the same.

**F. Nevada Radiation Control Program:** Mr. Bakkedahl reported two incidents over the last quarter. One was suspicious delivery of uranium powder in Gardnerville area that was handled by the CST and Homeland Security, coordinated through the Division of Emergency Management with Radiation Control. The second, in Las Vegas, was a stolen gauge, a moisture density gauge, which subsequently was located in a stolen vehicle about two days later.

The SERC Radiological Committee Mission, Objectives and Plans statement is being formulated. The mission states that the SERC Radiological Committee will support state, county and city jurisdictions and agencies for both preventative and response to radiological exercises, training, equipment while utilizing State of Nevada preventative radiological and nuclear detection concept of operations or CONOPS Plan and the State of Nevada Radiological and Nuclear Detection Sustainment Plan. The Sustainment Plan is going to detail the plans to develop the committee and keep the program sustained through SERC utilizing DEM. The plan is to develop the committee through SERC commissioners, public safety officials, fire, police, EMS, health care, regulators and emergency management staff, and then private radiological businesses. Documents generated, the actual concept of operations, will be for official use only, but the sustainment plan will have no sensitive or security measures to it. There are plans to give informational seminars across the state to disperse the document and facts contained.

Mr. Brenner asked if there was a representative from Las Vegas Metro Police on the committee? When Mr. Bakkedahl said there wasn't yet, Mr. Boffelli offered his help to get the "right person" for the job.

Mr. Bakkedahl gave some additional information in regard to the Nevada Radiation Control Program. There have been several training tabletop and drills across the I-80 corridor. There's a mock shipment (shipping containers) coming cross the I-80 corridor with accompanying road shows. Elko and Humboldt Counties will be doing MERRTT training, the Modular Emergency Radiological Response Transportation Training.

There are technician level courses for HAZMAT techs and four are scheduled to date. And finally, both Washoe and Elko Counties are planning on a media day highlight response capabilities.

## **11. SERC COMMITTEE REPORTS**

### **1. LEGISLATIVE COMMITTEE AND POLICY COMMITTEE**

#### **A. RECOMMENDATION OF THE DRAFT POLICY FOR UTILIZATION OF THE CONTINGENCY ACCOUNT FOR HAZARDOUS MATERIALS COSTS.**

Mr. Brenner reported that their original meeting to draft recommendations was cancelled due to a snow day. The meeting will be rescheduled.

**B. REVIEW APPLICATION FOR CONTINGENCY ACCOUNT FUNDS FROM DOUGLAS COUNTY FOR HAZARDOUS MATERIALS COSTS INCURRED BY EAST FORK FIRE PROTECTION AND THEIR QUAD COUNTY COOPERATORS**

Chief Chambers gave a detailed description of this matter. Five agencies responded to the incident, including Douglas County. The Chief quoted NRS 459.750 and NRS 459.755 and wondered why NRS 477 was not utilized because under the International Fire Code, the State Fire Marshal could potentially help with the investigation to recoup monies that were spent by agencies involved. The Chief's recommendation is to look at how the money can be recouped to supply it back to the contingency fund. The Chief added that he has obtained a template to streamline the process of recovering monies and he will present it to the committee in the near future.

**C. UPDATE OF NAC 459 CHANGES**

Mr. Brenner reported that Chief Chambers asked for an extension. They will be conducting some workshops and will have something to report back to the Commission for the July meeting. They have yet to form sub-committees, and Mr. Nolan expressed an interest in being on a sub-committee. Mr. Cage assured everyone that work was going forward and he thanked Chief Chambers for spearheading the extension request.

**12. FUNDING COMMITTEE**

**1. REVIEW FY2019 HMEP GRANT APPLICATIONS**

Mr. Brenner reported the Funding Committee met on 3/12 to review four grant applications. Ms. Wyatt shared the details.

- Clark County: \$29,000 for training . APPROVED.
- Douglas County: \$26,000 for training from Emergency Management. APPROVED.
- Mineral County: \$14,000 for planning and for a proper location to store materials for training drills and exercises. APPROVED.
- Washoe County: \$30,000 for training, requesting a triad regional hazardous materials team. APPROVED.

Mr. Brenner explained that Hazardous Materials Emergency Planning grants come from U.S. DOT and deal with preparedness and training. SERC puts a grant cycle out and asks all the LEPC's and state agencies if they'd like to apply. There's a cap on each one of the grants of \$30,000 for training or preparedness. The remaining money becomes a mid-cycle grant, first-come/first-serve. Ms. Wilson added some administrative details (dates, cycles etc.)

Mr. Bakkedahl asked when would this be posted and what was the turnaround time? And how do counties get assistance in getting the funding they need for the reciprocity costs? Ms. Wyatt responded that she'd have it out tomorrow.

Mr. Nolan opened a sidebar discussion about the training classes that are approved through SERC or being put on by DEM or the State Fire Marshal's Office. Those classes can be used for CEU's available for Federal CE credit, CAPSE credits, through State EMS or Clark County EMS. Once a course is approved and receives a CAPSE number (a federal certification from National Registry) ,

then the individual can go back when they're recertifying and plug that number in and they'll automatically get those points. Chief Chamber's thought that info could also go through the State Fire Marshal. It could go on the website for SERC when they apply for grants. Mr. Bakkedahl stated they have done that for the MERRTT training, so everybody gets their EMS as well as post credits for the courses for law enforcement as well.

**MS. CAGE MADE A MOTION TO APPROVE THE RECOMMENDATION FROM THE FUNDING COMMITTEE . THE MOTION WAS SECONDED BY MS. CROWLEY. THE MOTION PASSED UNANIMOUSLY.**

### **13. 2018 NASTTPO CONFERENCE OKLAHOMA CITY, OK, APRIL 16-19 2018**

Mr. Brenner gave some details: SARA Title III Program Official Conference is a forum to discuss changes that are occurring with SARA Title III and EPCRA, the Emergency Planning Community and Right to Know Act. Attendees include OSHA, DHS, EPA, as well as representatives from all the states. Mr. Brenner, Ms. Wyatt, and Ms. Wilson are hoping to attend.

**MS. CROWLEY MADE A MOTION TO APPROVE SENDING CO-CHAIR AND STAFF TO THE 2018 NASTTPO CONFERENCE. THE MOTION WAS SECONDED BY MR. NOLAN. THE MOTION PASSED UNANIMOUSLY.**

### **14. EXECUTIVE REPORT - SERC AUDIT**

The mid-cycle HMEP '18 is underway and applications should be submitted ASAP.

Ms. Wyatt gave an extensive account of the SERC Audit. They have been playing catch-up and have covered fiscal year '14 through fiscal '17 on all the grants that they can. Next year they will be caught up and ready to go. So far they have conducted on-site audits in six counties so far, with more on the horizon.

Chief Chambers had some information about a SERC internal audit conducted in April 2017. DPS headquarters conducted an internal audit with SERC on many of the grants and processes that SERC had been doing over the years. The Chief detailed exact examples (see meeting transcript), but in general, the audit findings concerned travel, revenue and receivables, and administrative costs. The findings included human errors such as wrong dates/addresses/money amounts, lack of receipts, lack of background information and supporting documentation, billing claims coded incorrectly, and so forth. The Chief said local processes are in place, but if it's pertaining to state monies for the grants and the process, the state administrative manual needs to be followed for these monies and the time frames that are there.

The Chief has informed the Director that:

- Fiscal staff from State Fire Marshal is working with SERC staff to establish better internal controls and accountability.

- The SERC's internal controls will mirror State Fire Marshal and have the required review as outlined in DPS policies and state administrative manual.
- All travel claims are being reviewed before submission.
- The retention schedule per SERC will mirror State Fire Marshal and the custodian of record from State Fire Marshal will work with SERC staff.
- State Fire Marshal, fiscal staff has converted SERC purchase order format to the version utilized by State Fire Marshal Division.
- SERC will also be utilizing the same purchase request documentation as State Fire Marshal Division to facilitate all proper levels of approval and maintain consistency across both agencies.

The Chief stated that for the most part, the cleanup has been done. Ms. Wilson reminded everyone that the official training module for these changes is available and all LEPC's are welcome to view the training at any time.

## 15. PUBLIC COMMENT

Joe Curtis from Storey County asked what ever happened to the NDOT commodity study? Mr. Brenner responded it's still in the works. They are going to award that contract to one of two companies. Bill Thompson is the point of contact.

Ms. Luna commented about the late notice for meetings and how that might impact establishing a quorum. Mr. Cage suggested that since they had a quorum, why not put on record the next meetings, July 12 2018 and November 8 2018. Ms. Wilson reminded everyone that since last October, there has been a calendar on the home page of the SERC website that shows dates for various events.

Mr. Brenner said the only public comment he would like to make is that there was much work to be done moving forward. They will review 17 SERC OPTE grants as well as United We Stand grants, FireShowsWest grants, and state grants. There will be a planning & training meeting to review the plans and the exercises and make sure they are in compliance. There may have to be a by-law meeting. In short, there will be many meetings to look forward to.

## 16. ADJOURNMENT

**CHIEF CHAMBERS MADE A MOTION TO ADJOURN. THE MOTION WAS SECONDED BY MR. BAKKEDAHL. THE MOTION PASSED UNANIMOUSLY.**