

Nevada State Emergency Response Commission (SERC) Planning and Training Subcommittee Meeting Meeting Minutes

Tuesday, April 30, 2019
9:00 am - 12:00 pm

Meeting Location: Nevada Board of Professional Engineers and Land Surveyors
Board Room
1755 East Plumb Lane Suite 135
Reno NV 89502

1. Call to Order (Non-action Item)

Chair Carolyn Levering called the Nevada State Emergency Response Commission Planning and Training Subcommittee Meeting to order at 9:00 AM.

2. Introductions (Non-action Item)

Introductions were made. **Quorum was established.**

Attendees:

Carolyn Levering, Chair and Emergency Manager for the City of Las Vegas
Chief Bart Chambers, Nevada State Fire Marshal
Alex Lanza, NDEP, Chemical Accident and Prevention Program
Kelly Thomas, SERC Commissioner and Nevada Division of Environmental Protection
Cherie Nevin, Storey County
Aaron Kenneston, Washoe County Emergency Manager
Mark Olsen, CAPP
Nathan Hastings, Attorney General's Office
Wendi Wyatt, SERC Administrator
Christina Wilson, SERC Coordinator
Patricia Brownfield, Esmeralda County

3. Public Comment (Non-action Item)

There were no comments from the public.

4. Approval of May 3, 2018 Meeting Minutes (Discussion/For Possible Action)

Chair Levering announced that the complete meeting Minutes were not available for their review so they would move on to the next Agenda item.

5. SERC Administrator Report (Non-action Item)

Ms. Wyatt reported that they've received all the planning and training exercises from each of the counties. They're all ready to go except for two that are missing their questionnaires and one's missing a promulgation letter. Ms. Wyatt says she will be following them up with an email and a phone call every day until they send it what they need to.

6. Review of Exercise/Incident Reports Submitted by Local Emergency Planning Committees (LEPCS) and State Agencies (Discussion/For Possible Action)

One of the duties of the Planning and Training Subcommittee is to do a check and review of the annual exercise reports or real incident reports to make sure that the LEPCS or agencies are compliant and that they've conducted a test of their hazardous materials response plan in some way, shape or form. Every LEPC or agency is required to submit a report on a standardized form for approval and it is up to Members to review and make a determination on whether the report meets the criteria of having exercised the plan. LEPC's need to be very clear about what elements of the plan were tested, and actually cite the hazardous materials response plan so that they know that that's actually the plan that was tested. The subcommittee will vote on each report individually as being compliant or not compliant. Members will then notify whether agencies are compliant or not. Those not compliant will have 45 days to meet the compliance criteria so that they're not out of compliance with their requirements as a LEPC.

Members got to work and reviewed the reports. The results of the reviews were as follows:

Carson City

Conducted a radiological event where there were 14 people present, one from Emergency Management, seven from Fire and Health, two from Radiological, two Federal agencies and two from volunteer groups. It was a full-scale exercise with radiological response, with training, and what they were doing is they were using the new Identifier 1400 which was funded by LEPC money. They were using their Emergency Action Plan as a guide. They carried out some different combinations. They carried out some pre and post incident reviews. Their reviews seemed comprehensive. The training that took place was functional and afterwards they reviewed the training. The exercise seems comprehensive and they clearly described what elements of their HAZMAT plan they utilized.

Motion: Approve the Carson City Hazardous Materials Exercise Report for 2018

By: Cherie Nevin

Second: Aaron Kenneston

Vote: Passed unanimously

Churchill County

Conducted a full scale exercise in coordination with NAS Fallon. The drill was designed to address multiple parts of their Comprehensive Emergency Management Plan that includes Annex Q for hazardous materials response. The primary focus of this drill was an active shooter scenario, and the base was put on lockdown and there was a suspicious package that prompted them to identify a hot, warm and cold zone. The report doesn't make it particularly clear what elements that their HAZMAT annex were utilized. So, it's difficult to make a recommendation to approve this as a HAZMAT exercise. Also, the report was not signed. The other exercise reports were signed by the LEPC Chair and this one has not been signed. Their narrative says that they tested communication, shelter, mass care, health and medical service, HAZMAT response, and terrorist incident response, but it doesn't go into significant detail on how any one of these was tested.

Motion: Return the Churchill County Hazardous Materials Exercise Report for 2018 (**see note)

By: Carolyn Levering

Second: Bart Chambers

Vote: Passed unanimously

(**LEPC to provide additional information about how specific elements of Annex Q were utilized in this exercise to give a more clear understanding of how this tested their plan and report needs to be signed)

6. Review of Exercise/Incident Reports Submitted by Local Emergency Planning Committees (LEPCS) and State Agencies (Discussion/For Possible Action) (continued)

Clark County

Conducted an exercise known as Las Vegas Thunder Tabletop Exercise in October. It had a fairly broad community involvement including Fed agencies and the military. The scenario was theft of radioactive materials from a hospital, 94 participants, 18 different local, state and Federal government agencies. They had a detailed review of the eight action items that they addressed in their exercise. Six sections of their HAZMAT plan were referenced from agency duties, response, warning methods, cleanup, recovery, evacuation as well as their appendix on Radiation Response Plan. They make a couple comments on quality of plan that they did an after-action review to discuss needed improvements for the plan.

Motion: Approve the Clark County Hazardous Materials Exercise Report for 2018

By: Aaron Kenneston

Second: Cherie Nevin

Vote: Passed unanimously

Douglas County

Douglas County conducted a Quad County HAZMAT exercise in Minden. The exercise evaluation was limited to requesting and transportation of CHEMPACK assets to the sites. It was a response with agencies. There was a communication disconnect which they identified. Motu County had sent apparatus to the state line in the event that there was a need. Operational coordination, this was to test the resource requesting of CHEMPACK assets, notification and transportation of CHEMPACK and the chain of custody forms to be filled out and completed according to the county's protocols. It was an accidental release of a chemical base, insecticide. Local extermination company was spraying undiluted insecticide. The Quad County public health preparedness East Fork Fire Protection District and the Quad County HAZMAT team were the sponsors and participating agencies along with Carson City Health and Human Services Division of Public and Behavioral Health and DEM, Carson Valley Medical Center. Very good detail on after action, very informative.

Motion: Approve the Douglas County Hazardous Materials Exercise Report for 2018

By: Bart Chambers

Second: Cherie Nevin

Vote: Passed unanimously

Elko County

Elko County worked with Ormat, which is a geothermal plant up in Tuscarora. They had about 28 people participating in this. It was an exercise that involved a delivery of sulfuric acid that they had an employee that became exposed and received chemical burns. They had several medical patients. It was very clear what their objectives and core capabilities were being operational coordination, public information and warning, communications and situational awareness.

Motion: Approve the Elko County Hazardous Materials Exercise Report for 2018

By: Cherie Nevin

Second: Bart Chambers

Vote: Passed unanimously

6. Review of Exercise/Incident Reports Submitted by Local Emergency Planning Committees (LEPCS) and State Agencies (Discussion/For Possible Action) (continued)

Esmeralda County

Esmeralda County did a functional exercise, technological manmade hazards. The primary was the hazardous materials transportation scenario. Secondary hazardous materials facility and transportation accidents as a secondary. They had six fire personnel and two health and medical personnel there. At this training session functional exercises were conducted to demonstrate and test the efficiency of the trainings and the students. There was no information on an after-action review on the event.

Motion: Approve the Esmeralda County Hazardous Materials Exercise Report for 2018 (**see note)

By: Carolyn Levering

Second: Cherie Nevin

Vote: Passed unanimously

(**LEPC to provide a summary about after-action items, corrective actions that they identified)

Eureka County

Eureka County did not send in an exercise report.

Motion: Request a valid Hazardous Materials Exercise Report for 2018 from Eureka County

By: Carolyn Levering

Second: Cherie Nevin

Vote: Passed unanimously

Humboldt County

Humboldt County conducted a tabletop exercise involving a transportation incident. They had 27 people attend and the elements of the plan that they looked at were communications, ICS, operations, response and DECON and public information. It was just a demonstration, so they were looking at the program and the capabilities that that has, especially as it comes right through their town on Interstate 80. After action that they identified was future response plans to incorporate more of that WIT program along that I80 corridor.

Motion: Approve the Humboldt County Hazardous Materials Exercise Report for 2018

By: Cherie Nevin

Second: Bart Chambers

Vote: Passed unanimously

Lander County

Lander County submitted a narrative, but it was incomplete. It just described they did an exercise, here was the topic of the exercise, but there was no level of detail on what occurred during the exercise and there was no exercise form included.

Motion: Request a valid Hazardous Materials Exercise Report for 2018 from Lander County

By: Aaron Kenneston

Second: Bart Chambers

Vote: Passed unanimously

6. Review of Exercise/Incident Reports Submitted by Local Emergency Planning Committees (LEPCS) and State Agencies (Discussion/For Possible Action) (continued)

Lincoln County

Lincoln County conducted a tabletop exercise. It was a fixed facility exercise and it revolved around an earthquake that caused a fuel spill in Caliente. They filled out the form correctly. They provided an after-action narrative. They involved 16 different agencies, had 22 participants. They identified gaps in corrective actions and discussed and they'll be focusing their efforts on those resources.

Motion: Approve the Lincoln County Hazardous Materials Exercise Report for 2018

By: Cherie Nevin

Second: Aaron Kenneston

Vote: Passed unanimously

Lyon County

Lyon County conducted an Operations level hazardous materials drill at the Carson City Regional Fire Academy. Fifteen Operations level personnel from Central Lyon and East Fork along with three Technician level instructors and two Operations level instructors completed the drill. Drill functions included an initial dispatch to the incident with establishment of command structure. After command was established initial isolation zones were determined positioning apparatus and personnel outside the contamination reduction zone to prevent secondary contamination. Does not state what they went to. Did not identify a substance. On their Level of Response Questionnaire there was one area that was missed.

Motion: Return the Lyon County Hazardous Materials Exercise Report for 2018 (**see note)

By: Bart Chambers

Second: Cherie Nevin

Vote: Passed unanimously

(**LEPC to provide additional information about identifying the hazardous material substance and clarifying how the HAZMAT plan was tested)

Mineral County

Mineral County conducted a full-scale exercise. They had 47 people, a good turnout there for Mineral County. This was a very well-done report and they even provided a PowerPoint slide presentation. Some of the things that they tested out of their plan included mass notification systems. They also tested response times and adherence to standard operation procedures. The HAZMAT element in this plan was a toxic inhalation hazard with a fire and asbestos tiles involved. Their biggest elements testing were communications, public safety and security response; on-site incident management were the biggest elements. It was clearly a HAZMAT exercise and in their after-action review they put some pretty detailed items regarding that toxic inhalation hazard and how to have a stand-off distance from that. Their mass notification system worked as intended.

Motion: Approve the Mineral County Hazardous Materials Exercise Report for 2018

By: Carolyn Levering

Second: Cherie Nevin

Vote: Passed unanimously

6. Review of Exercise/Incident Reports Submitted by Local Emergency Planning Committees (LEPCS) and State Agencies (Discussion/For Possible Action) (continued)

Nye County

Nye County's reporting form was not signed. They carried out functionality testing of their Emergency Response Plan and the focus was on mitigation. They removed hazardous materials out of a high school science lab with the help of U.S. Ecology, a private industry. They were testing was the coordination. They literally mentioned the HAZMAT plan coordination, notification of part of the plan, the command and control part of the plan, the containment and control of the hazardous part of the plan, evacuation, cleanup, disposal of hazardous materials.

Motion: Approve the Nye County Hazardous Materials Exercise Report for 2018 (**see note)

By: Bart Chambers

Second: Aaron Kenneston

Vote: Passed unanimously

(**Exercise Report needs signature)

Pershing County

Pershing conducted a full-scale exercise with an airplane fuel leak. Their primary issues were patient decontamination, isolation and prevention of potential fire hazard with use of foam. They also were specific about the use of Annex Q, which is their HAZMAT annex in their larger plan, and identified notification utilized. They were very specific. Their exercise objectives were clearly utilized to test their plan. After-action plans were detailed.

Motion: Approve the Pershing County Hazardous Materials Exercise Report for 2018

By: Carolyn Levering

Second: Cherie Nevin

Vote: Passed unanimously

Storey County

Chair Levering said they have receipt of the report, but they're unable to review it today. So they will table it for now and will take action on this at a later meeting.

Washoe County

Washoe County conducted a radiological transportation incident to validate the LEPC Hazardous Materials Plan. Items identified during exercise orientation, radiological incident specific indicators discussed in the triad strategic plan are in concert with the state radiological and WIT guidelines. RADCON listed in LEPC Section 7 are current, however, recently released March 2018 PR&D Plan has additional telephone numbers that should be incorporated. Also noted that maps in the plan, Section 8, need to be updated and Mr. Kenneston is working on that. Good after-actions for follow up.

Motion: Approve the Washoe County Hazardous Materials Exercise Report for 2018

By: Carolyn Levering

Second: Bart Chambers

Vote: Passed unanimously

6. Review of Exercise/Incident Reports Submitted by Local Emergency Planning Committees (LEPCS) and State Agencies (Discussion/For Possible Action) (continued)

White Pine County

Exercise report was submitted, but it was not signed. Additionally, they need to include in their exercise report form how they utilized their hazardous materials plan, identified capability gaps and plan to correct.

Motion: Approve the White Pine County Hazardous Materials Exercise Report for 2018 (**see note)

By: Aaron Kenneston

Second: Bart Chambers

Vote: Passed unanimously

(**Report needs signature. Report needs to demonstrate how they utilized their hazardous materials plan, identify capability gaps and plans to correct.)

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)

- **Carson City:** Level Response Questionnaire by Carson City dated 12/4/2018. The Carson City LEPCs declare a Level of Response as Technician. The rest of the form is fully filled out. Able to confirm that question number 1, question number 3 and question number 9 were answered. Question number 2, 4, 5, 6, 7 and 8 did not have attachments to their responses.

Motion: Accept the Level of Response Questionnaire Technician Level (** see note)

By: Carolyn Levering

Second: Cherie Nevin

Vote: Passed unanimously

(** verified Items 1, 3 and 9 on the NRT1A in their plan)

- **Churchill County:** They did submit a Level of Response Questionnaire at Operations, but did not submit a NRT1A. Was not able to validate any materials in their plan. They did not complete how many responders have been trained at this level on their form.

Motion: Return the Level of Response Questionnaire (** see note)

By: Carolyn Levering

Second: Aaron Kenneston

Vote: Passed unanimously

(**needs to complete Question 2 and 3 on how many responders are trained at the operations level and to turn in an NRT1A that includes their plan updates)

- **Clark County:** Submitted a very detailed binder. Level of Response of Technician which given the data, is very appropriate. They submitted NRT1A. All the sections were validated. They are compliant.

Motion: Accept the Level of Response Questionnaire Technician Level

By: Aaron Kenneston

Second: Bart Chambers

Vote: 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) (continued)

- **Douglas County:** Level of Response of Technician. They have listed all their areas of training from Awareness to Specialist level. They are in compliance with their NRT1A checklist.

Motion: Accept the Level of Response Questionnaire Technician Level

By: Bart Chambers

Second: Cherie Nevin

Vote: Passed unanimously

- **Elko County:** Level of Response Questionnaire Technician Level. Submitted the NRT1A Checklist which was validated. No hard copy of Tier 2 facilities.

Motion: Accept the Level of Response Questionnaire Technician Level (** see note)

By: Cherie Nevin

Second: Bart Chambers

Vote: Passed unanimously

(** county needs to provide a printed copy of their Tier 2 facilities.)

- **Esmeralda County:** Level of Response for Esmeralda County is Awareness. They do have a list of the Responders that were trained and so the form is moving forward. The NRT1A checklist was complete. All the different items were identified within the Hazardous Materials Response Plan. Changes that were made to the plan were attached as appendices. But all the information was compliant.

Motion: Accept the Level of Response Questionnaire Awareness Level

By: Carolyn Levering

Second: Cherie Nevin

Vote: Passed unanimously

- **Eureka County:** Level of Response for Eureka County is Awareness. Question two breaking out Responders trained in accordance with OSHA standards. Their have an awareness level of Personnel. Item numbers 1, 3, 6, 8 and 9 are complete and found within the document. Elements 2, 4, 5 and 7 could not be found.

Motion: Accept the Level of Response Questionnaire Awareness Level (** see note)

By: Carolyn Levering

Second: Bart Chambers

Vote: Passed unanimously

(** staff needs to verify compliance on NRT1A for Items 2, 4, 5 and 7)

- **Humboldt County:** They did not turn in an NRT1. And there is no Level of Response Questionnaire submitted. Their plan has updates, but it's unable to be verified.

Motion: Return the Level of Response Questionnaire as Noncompliant (** see note)

By: Cherie Nevin

Second: Aaron Kenneston

Vote: Passed unanimously

(**needs to submit the NRT1 and the Level of Response Questionnaire and sign the form)

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) (continued)

- **Lander County:** Did not submit an NRT1A or a plan.
Motion: Return the Level of Response Questionnaire as Noncompliant (** see note)
By: Aaron Kenneston
Second: Bart Chambers
Vote: Passed unanimously
(**needs to submit the NRT1 and the Level of Response Questionnaire and a plan for review)
- **Lincoln County:** Level of Response for Lincoln County is Operations Level. The NRT1 is from January of 2018.
Motion: Accept the Level of Response Questionnaire Operations Level (** see note)
By: Cherie Nevin
Second: Aaron Kenneston
Vote: Passed unanimously
(** county needs to provide an updated NRT1A)
- **Lyon County:** Level of Response for Lyon County is Technician Level. NRT1A was submitted and has been validated and verified.
Motion: Accept the Level of Response Questionnaire Technician Level
By: Bart Chambers
Second: Cherie Nevin
Vote: Passed unanimously
- **Mineral County:** Level of Response Questionnaire is complete, Response Level of Operations. They have completed Items 1, 8 and 9. Could not verify 2, 3, 4, 5, 6 and 7.
Motion: Accept the Level of Response Questionnaire Operations Level (** see note)
By: Carolyn Levering
Second: Bart Chambers
Vote: Passed unanimously
(** staff needs to verify compliance on NRT1A for Items 2, 3, 4, 5, 6, and 7)
- **Nye County:** Level of Response as Technician. The form is fully filled out. They submitted the Hazardous Materials Emergency Response Plan dated 2019, and all the different items were validated.
Motion: Accept the Level of Response Questionnaire Technician Level
By: Carolyn Levering
Second: Bart Chambers
Vote: 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) (continued)

- **Pershing County:** Pershing County’s Level of Response is Awareness. Their NRT1A Checklist form was filled out. Able to validate updates Items 1, 6, 8 and 9. Cannot validate Items 2, 3, 4, 5 and 7.
Motion: Accept the Level of Response Questionnaire Awareness Level (** see note)
By: Carolyn Levering
Second: Cherie Nevins
Vote: Passed unanimously
(** staff needs to verify compliance on NRT1A for Items 2, 3, 4, 5, and 7)
- **Storey County:** Level of Response Questionnaire is Technician. Validated Items 1, 6, 7 and 8. Unable to review Items 2, 3, 4, 5 and 9.
Motion: Accept the Level of Response Questionnaire Technician Level (** see note)
By: Aaron Kenneston
Second: Bart Chambers
Vote: Passed unanimously
(** staff needs to verify compliance on NRT1A for Items 2, 3, 4, 5, and 9)
- **Washoe County:** Level of Response Questionnaire is Technician. The form is complete. They’ve sent an entire copy of their plan with updates and validated the NRT1A as complete.
Motion: Accept the Level of Response Questionnaire Technician Level
By: Carolyn Levering
Second: Bart Chambers
Vote: Passed unanimously
- **White Pine:** Level of Response is Awareness. Plan was complete but they need to redo the NRT1, fix the numbers and sign it. Their fixed facility list is from 2016, so that needs to be updated.
Motion: Accept the Level of Response Questionnaire Awareness Level (** see note)
By: Aaron Kenneston
Second: Bart Chambers
Vote: Passed unanimously
(**county needs to provide an updated, signed NRT1A and an updated fixed facility listing)

8.Public Comment (Non-action Item)

None.

9.Adjournment (Discussion/For Possible Action)

Motion: Adjourn
By: Bart Chambers
Second: Carolyn Levering
Vote: Passed unanimously