

Minutes

Nevada State Emergency Response Commission (SERC)

Bylaws Committee Meeting

March 03, 2021 – 9:00 a.m.

1. CALL TO ORDER

Christina Wilson called the meeting to order at 9:02am.

2. ROLL CALL, CONFIRM QUORUM, AND INTRODUCTIONS

Roll call was taken of members and a quorum was present.

Members present: Richard Brenner, Jess Lankford, Eric Santos, David Sellen, and Gus Farias

LEPC members present: Billy Samuels and Karen Taylor with Clark County, Matt Peterson and Jack Snyder with Elko County, Patricia Brownfield with Esmeralda County, and Blake Smith with Lyon County

Staff members present: Brandi Salisbury and Christina Wilson, SERC and Nathan Hastings, DAG

3. PUBLIC COMMENT

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

4. APPROVAL OF MARCH 29, 2017 MEETING MINUTES

Eric Santos made a motion to approve the March 29, 2017 Bylaws Committee Meeting minutes. Jess Lankford seconded the motion which was approved unanimously.

5. REVIEW OF LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) MEMBERSHIP LISTS FOR COMPLIANCE WITH THE EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW ACT (EPCRA)

Mr. Brenner stated he is going to combine item five and item six as it will be more effective to do the motions for each item at the same time.

Mr. Brenner explained the thirteen different agencies and/or categories on the LEPC membership list.

Mr. Brenner reviewed the Clark County Membership List and noted it states it is the 2008 membership and asked Billy Samuels and Karen Taylor if the form had been updated. Mr. Samuels stated the form has been updated and they are working on the vacancies. Ms. Taylor confirmed Mr. Samuels statement. Next, Mr. Brenner reviewed Clark County's Bylaws. Mr. Brenner made a motion to approve Clark County's Bylaws and Membership List, with the following contingencies; properly checked boxes, correct date on form and new signature with correct date. Gus Farias seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Elko County. David Sellen questioned why names were listed on the form as well as the 'attempted' box being checked. Jack Snyder, Elko County stated the names listed are current and the LEPC has reached out to the ones they don't have direct representation from, like the Nevada Health Centers. Mr. Brenner reviewed the Bylaws from Elko County, and they are good. Mr. Brenner made a motion to approve Elko County's Membership List and Bylaws. Mr. Sellen seconded the motion which was approved unanimously.

Patricia Brownfield reviewed the Membership List from Esmeralda County, noting the changes have been written in red. Ms. Wilson noted she appreciates the changes being in red and noticed the affidavit box had not been checked. Mr. Brenner reviewed the Bylaws from Esmeralda County and noted they are good. Mr. Sellen made a motion accept Esmeralda County Membership List and Bylaws, with the contingency of having the certification box on the Membership List checked. Mr. Brenner seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Carson County. Mr. Sellen stated it was good they included the contact list. Mr. Brenner reviewed the Bylaws from Carson County. Mr. Brenner and Ms. Wilson were questioning why some members were designated as non-members. Ms. Wilson stated she would ask the LEPC to clarify. Mr. Sellen made motion to accept the Membership List and Bylaws for Carson County. Mr. Brenner seconded the motion which was approved unanimously.

Ms. Wilson noted the only documentation received from Churchill County is the membership list, which seems to not be filled out correctly. Ms. Wilson also noted Mike Heidemann is working away from the office at this current time. Mr. Brenner asked Ms. Wilson to let Churchill County know the box needs to be checked on the Membership list and the Bylaws need to be submitted.

Brandi Salisbury stated Clark County submitted an updated Membership List. Mr. Brenner redid his motion to approve the Bylaws and Membership List for Clark County. Mrs. Santos seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Douglas County. Mr. Brenner reviewed the Bylaws from Douglas County. Mr. Santos made a motion to approve the Membership List and Bylaws for Douglas County. Mr. Lankford seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Eureka County. Ms. Wilson questioned the hospital being exempt. Mr. Brenner questioned if Eureka County has any kind of medical facility. Ms. Wilson stated she would check and let Mr. Brenner know. Ms. Wilson reviewed the Bylaws from Eureka County. Mr. Sellen questioned if it is a requirement that all LEPCs have the same standardized Bylaws. Mr. Brenner stated it is not a requirement for the Bylaws to be the same for all the LEPCs. Mr. Brenner made a motion to approve the Membership List and Bylaws for Eureka County. Mr. Sellen seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Humboldt County. Mr. Brenner reviewed the Bylaws from Humboldt County. Mr. Lankford made a motion to approve the Membership List and Bylaws for Humboldt County. Mr. Santos seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Lander County and noted the form needs to be corrected with regards to the checked or not checked boxes. Mr. Brenner reviewed the Bylaws from Lander County. Mr. Brenner made a motion to have Lander County LEPC correct their Membership List, review their Bylaws, and re-submit to the SERC for review and approval. Mr. Sellen seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Lincoln County. Mr. Brenner reviewed the Bylaws from Lincoln County. Mr. Sellen made a motion to accept the Membership List and Bylaws for Lincoln County. Mr. Santos seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Lyon County. Mr. Brenner reviewed the Bylaws from Lyon County. Mr. Farias made a motion to accept the Membership List and Bylaws for Lyon County. Mr. Lankford seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Mineral County. Mr. Brenner reviewed the Bylaws from Mineral County. Mr. Sellen made a motion to approve the Membership List and Bylaws for Mineral County. Mr. Farias seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Nye County. Mr. Brenner reviewed the Bylaws from Nye County. Mr. Lankford made a motion to approve the Membership List and Bylaws for Nye County with the contingency that the LEPC must approve the Bylaws. Mr. Santos seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Pershing County and noted the date is 2020. Mr. Brenner reviewed the Bylaws from Pershing County. Mr. Brenner made a motion to approve the Membership List and Bylaws for Pershing County, noting the LEPC minutes state when the Membership List was approved, so a new form with the correct date will need to be submitted to the SERC. Mr. Farias seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership List from Storey County. Mr. Brenner reviewed the Bylaws from Storey County. Mr. Santos made a motion to accept the Membership List and Bylaws from Storey County. Mr. Sellen seconded the motion which was approved unanimously.

Mr. Brenner reviewed the Membership from Washoe County. Mr. Brenner reviewed the Bylaws from Washoe County. Mr. Santos made a motion to accept the Membership List and bylaws from Washoe County. Mr. Lankford seconded the motion which was approved unanimously.

Ms. Wilson stated White Pine County did not submit their Membership List on the correct form and staff requested the list be on the correct form. Ms. Wilson added that at the time of this meeting the new form has not been received. Mr. Lankford questioned how a member can be both an elected official and work for Nevada Highway Patrol. Ms. Wilson stated she would get clarification from the LEPC on this member. Mr. Brenner reviewed the Bylaws from White Pine County. Mr. Santos made a motion to approve the Membership List and Bylaws for White Pine County with the contingency that the LEPC provide the Membership List on the correct form. Mr. Sellen seconded the motion which was approved unanimously.

6. REVIEW OF LEPC BYLAWS FOR COMPLIANCE WITH EPCRA

Refer to item #5.

7. UPDATE SERC BYLAWS FOR COMPLIANCE

Mr. Brenner reviewed the Bylaws for the SERC. Discussion ensued with regards to what the definition of 'community health organization' and it was decided that no action would be taken at this meeting. Mr. Brenner suggested having the two ex-officio members not be included in the quorum number and to add an additional member to each of the private and public sectors. Mr. Brenner noted the Radiological Committee mission statement needs to be added after the Policy Committee's mission statement. Brandi Salisbury questioned if the suggested changes need to also be changed in the SERC's NRS's or NAC's. Mr. Brenner stated he did not know. Ms. Salisbury noted she will look into it before making any of the approved changes.

8. PUBLIC COMMENT

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

9. ADJOURNMENT

Mr. Sellen made a motion to adjourn the meeting. Mr. Santos seconded the motion which was approved unanimously.