

Minutes

Nevada State Emergency Response Commission (SERC)

Planning and Training Sub-Committee Meeting

February 17, 2022 at 9:00am

1. CALL TO ORDER

Kimberly Ferguson called the meeting to order at 9:00am.

2. ROLL CALL, CONFIRM QUORUM, AND INTRODUCTIONS

Role was taken of members and a quorum was present.

Members Present:

Richard Brenner
Kelly Echeverria
Kimberly Ferguson, Chair
Mike Heidemann
Patty Polish
Carlito Rayos

Guests:

Patricia Brownfield, Esmeralda

3. PUBLIC COMMENT

Ms. Ferguson called for public comment. There was none.

4. APPROVAL OF APRIL 22, 2021 MEETING MINUTES

Richard Brenner made a motion to approve the April 22, 2021 Planning and Training Subcommittee meeting minutes. Kelly Echeverria seconded the motion which was approved unanimously.

5. Discuss which Local Emergency Planning Committee's (LEPC's) have submitted the needed documents to stay in compliance with SERC policies – Level of Response Questionnaire, Hazardous Materials Response Plan, and Exercise/Incident Report. Assign Subcommittee members the task of reviewing specific LEPC submissions using the Planning and Training Subcommittee Check-Off List form to verify compliance.

- a. Identify which LEPC's have submitted the proper documentation to stay in compliance with SERC policies and make assignments for the submissions to be reviewed by Subcommittee members.

Tami Beauregard reviewed the spreadsheet which listed the LEPCs and state agency that had submitted the required documentation. Ms. Beauregard noted Mineral County was the only LEPC who did not submit anything. Ms. Ferguson requested committee members be assigned hazmat plans while reviewing the spreadsheet.

The following assignments were made:

Kimberly Ferguson – Carson City, Churchill County, Clark County

Patty Polish – Douglas County, Elko County, Esmeralda County

Kelly Echeverria – Eureka County, Humboldt County, Lander County

Carlito Rayos – LCB, Lincoln County, Nye County

Richard Brenner – Lyon County, Storey County, Washoe County

Mike Heidemann – Pershing County, White Pine County

Mike Heidemann advised he will reach out to Mineral County with regards to no documentation being submitted.

- b. Train Subcommittee members on the Check-Off List and process for evaluating LEPC's submission of Hazardous Materials Response Plan, Exercise/Incident Report, and Level of Response Questionnaire.

Ms. Ferguson reviewed the Check-Off List to be used by the committee members while evaluating the submitted documentation by the LEPCs and state agency. Ms. Ferguson advised the information on the List will be used at the next meeting when presenting the findings. Ms. Beauregard asked if the List should be sent to her after completed and Ms. Ferguson said yes.

6. PUBLIC COMMENT

Ms. Ferguson called for public comment. There was none.

7. ADJOURNMENT

Mr. Brenner made a motion to adjourn the meeting at 9:32am. Patty Polish seconded the motion which was approved unanimously.