

## Minutes

### Nevada State Emergency Response Commission (SERC)

#### Funding Committee Meeting

Tuesday, April 12, 2022 - 9:00am

**1. CALL TO ORDER**

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

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

Roll was taken of the members and a quorum was present

**3. PUBLIC COMMENT**

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

**4. APPROVAL OF MARCH 17, 2022 MINUTES**

TJ Qualls made a motion to approve the March 17, 2022 Funding Committee meeting minutes. Susan Crowley seconded the motion which was approved unanimously.

**5. REVIEW OF FY23 SERC OPERATIONS, PLANNING, TRAINING AND EQUIPMENT (OPTE) GRANT APPLICATIONS**

Tami Beauregard provided a synopsis of how she reviewed the grant applications with regards to the needed items and then explained the spreadsheet.

Ms. Beauregard advised that Esmeralda County and Washoe County grant applications were not received by the due date and were added to the worksheet because the grant application was not specific on the consequence of not turning it in by the due date, as noted in policy.

Patricia Brownfield, Esmeralda LEPC agreed the application was late; she had meant to send it on March 23<sup>rd</sup> but realized she forgot the next morning and sent it first thing.

Discussion ensued with regards to whether or not the LEPC automatically receives the \$4,000 Operations funds, with or without a submitted application, as long as they are compliant.

Ms. Beauregard advised she received an application from the University of Nevada Reno (UNR) that the SERC was unable to accept due to UNR not being in compliance. Ms. Beauregard reached out to Mr. Brenner asking if the application could be forwarded to the Washoe County LEPC to see if they could absorb the request. After Mr. Brenner agreed on March 24<sup>th</sup> Ms. Beauregard forwarded the UNR application to Washoe County and advised the SERC had not received their grant application and asked if it was mailed. Francisco Ceballos, Washoe County LEPC advised the application was emailed on March 23<sup>rd</sup> but was likely blocked by their email firewall and promptly sent the application from a different email.

Ms. Crowley noted leniency can get out of hand, but the SERC has the funds and the past several years have been difficult. Ms. Crowley thought the Committee could be lenient about this. Ms. Beauregard added when the next grant applications are put on the SERC website, she will include the consequence of not turning in the application timely in the application packet. Nathan Hastings advised against anything that can be characterized as arbitrariness in terms of discretion; you have to be consistent and not arbitrary in the way you treat different applications. Mr. Hastings added to first establish what is already in policy and bylaws to address discretion, and if there is not, then the Committee must make a decision, but be consistent.

Discussion ensued with regards to language in the policy, bylaws and on the grant application and the discretion this Committee can take.

Mr. Brenner questioned if there were enough funds to cover the total cost of the grant applications and Ms. Beauregard advised there are enough funds.

Carson City LEPC – Ms. Crowley made a motion to recommend approval to the full SERC of the Carson City LEPC OPTe grant application. Lance Chantler seconded the motion which was approved unanimously.

Clark County LEPC – Carlito Rayos asked for clarification on items Clark County LEPC was deficient on, and Ms. Beauregard advised Mr. Rayos of all the deficiencies. Ms. Crowley made a motion to recommend approval to the full SERC of the Clark County LEPC OPTe grant application with the following contingencies: updated bylaws, grant application LEPC approval minutes, signatures on applications and first quarter UWS financial report. Discussion ensued with regards to corrections needed to the grant application and the LEPCs Level of Response Questionnaire as noted by the Planning and Training Subcommittee. Karen Luna seconded the motion which was approved unanimously.

Douglas County LEPC – Ms. Luna questioned the dollar amount on the spreadsheet for the equipment adding it should not be more than \$25,000. Ms. Beauregard stated the spreadsheet needs to be corrected to reflect only \$25,000 for equipment. Ms. Luna noted they are requesting radios and Mr. Brenner added there is a questionnaire that needs to be filled out when requesting radios. Ms. Beauregard advised the questionnaire was not submitted with the application and will need to be considered a contingency. Mr. Brenner made a motion to recommend approval to the full SERC of the Douglas County LEPC OPTE grant application with the equipment funds being \$25,000 and the following contingency: submission of the Communications Interoperability Questionnaire. Ms. Lunda seconded the motion which was approved unanimously.

Esmeralda County LEPC – Discussion ensued with regards to what decision this Committee can take. Ms. Luna made a motion to recommend approval to the full SERC of the Esmeralda County LEPC OPTE grant application with the following contingency: the full SERC to decide if the late submission of the grant application is cause for denial. Mr. Chantler seconded the motion which was approved unanimously.

Eureka County LEPC – discussion ensued with regards to any non-compliance items and the item justification received, as requested by the Planning and Training Subcommittee. Ms. Crowley made a motion to recommend approval to the full SERC of the Eureka County LEPC OPTE grant application with the following contingency: approval of the LEPCs updated Bylaws. Ms. Luna seconded the motion which was approved unanimously.

Humboldt County LEPC – Carol Lynn, Humboldt County LEPC advised a meeting is scheduled for April 25<sup>th</sup> to approve the updated Bylaws. Ms. Crowley made a motion to recommend approval to the full SERC of the Humboldt County LEPC OPTE grant application with the following contingency: approval of the LEPCs updated Bylaws. Mr. Qualls seconded the motion which was approved unanimously.

Lander County LEPC – Mr. Brenner questioned if the \$3,000 is correct under Operations and Ms. Beauregard advised it is correct. Ms. Beauregard added the item justification had been received, as requested by the Planning and Training Subcommittee. Ms. Crowley made a motion to recommend approval to the full SERC of the Lander County LEPC OPTE grant application with the following contingency: correction of the LEPC Membership List. Mr. Chantler seconded the motion which was approved unanimously.

Mineral County LEPC – discussion ensued with regards to any non-compliance items and the item justification received, as requested by the Planning and Training Subcommittee. Ms. Crowley made a motion to recommend approval to the full SERC of the Mineral County LEPC OPTE grant application with the following contingencies: approval of the LEPCs updated Bylaws, provide meeting minutes for the last three quarters, provide LEPC meeting minutes approving the Hazmat Plan, provide LEPC meeting minutes approving the grant application and submit the Affidavit of Publication. Mr. Rayos seconded the motion which was approved unanimously.

Pershing County LEPC – discussion ensued with regards to if the LEPC had forwarded the needed items to come into compliance. Ms. Crowley made a motion to recommend approval to the full SERC of the Pershing County LEPC OPTE grant application with the following contingencies: LEPC meeting minutes approval of the LEPC updated Bylaws. Ms. Luna seconded the motion which was approved unanimously.

Storey County LEPC – Ms. Crowley made a motion to recommend approval to the full SERC of the Storey County LEPC OPTE grant application with the following contingencies: approval of the LEPC update Bylaws and submit meeting minutes approving the updated Bylaws. Mr. Chantler seconded the motion which was approved unanimously.

Washoe County LEPC – discussion ensued with regards to the non-compliance items and what the motion should contain. Ms. Crowley made a motion to recommend approval to the full SERC of the Washoe County LEPC OPTE grant application with the following contingencies: LEPC update their Bylaws, submit meeting minutes approving the updated Bylaws, meeting minutes approving the grant application and the SERC to review the application considering its lack of timeliness in submittal. Ms. Luna seconded the motion which was approved unanimously. After discussion Ms. Crowley added to her motion to have staff reach out the Washoe County LEPC to ask for proof of application submittal prior to the deadline noted on the application as the SERC will take this into consideration at the Quarterly meeting in two days. Ms. Luna agreed with the motion addition which was approved unanimously.

White Pine County LEPC – Mr. Brenner noted the dollar amount under the equipment needs to be changed to \$25,000. Discussion ensued with regards to the non-compliance items and the items justification received, as requested by the Planning and Training Subcommittee. Ms. Crowley made a motion to recommend approval to the full SERC of the White Pine County LEPC OPTE grant application, including the Equipment dollar amount being at \$25,000 and with the following contingency: submit meeting minutes of LEPC approving updated Bylaws. Mr. Chantler seconded the motion which was approved unanimously.

Ms. Beauregard advised the \$33,200 under SERC is for the maintenance of the Hazconnect Database and noted there is a sixty / forty percent split between the contingency funds and state funds. Ms. Crowley made a motion to recommend approval to the full SERC of the database maintenance funds. Discussion ensued with regards to receiving training on the database. Mr. Rayos seconded the motion which was approved unanimously.

## **6. REVIEW OF FFY22 HMEP MID-CYCLE GRANT APPLICATIONS**

Mr. Brenner advised Clark County LEPC submitted two mid-cycle HMEP grant applications and asked Ms. Beauregard if the Chemtrec application would have to be approved by HMEP. Ms. Beauregard advised if Chemtrec training is not in the original grant application to HMEP, then yes, an activity request will have to be submitted and HMEP will have final approval.

Ms. Crowley made a motion to approve the two mid-cycle applications from Clark County LEPC with the following contingencies: LEPC meeting minutes approving the grant application, signatures on the grant application and final approval from HMEP on Chemtrec application. Dennis Nolan seconded the motion which was approved unanimously.

## **7. PUBLIC COMMENT**

Ms. Crowley thanked Ms. Beauregard for her work on the spreadsheets and showing all the information related to the applications and compliance issues for the difference LEPCs. Mr. Nolan echoed Ms. Crowley statement.

## **8. ADJOURNMENT**

Mr. Nolan made motion to adjourn the meeting at 11:05am. Ms. Crowley seconded the motion which was approved unanimously.