

**Minutes
Nevada State Emergency Response Commission (SERC)**

Policy Committee Meeting

Wednesday, July 06, 2022 at 9:00am

1. CALL TO ORDER

Richard Brenner called the meeting to order at 9:24am.

2. ROLL CALL, CONFIRM QUORUM, AND INTRODUCTIONS

Role 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, 2021 MEETING MINUTES

Susan Crowley made a motion to approve the March 17, 2021 Policy Committee meeting minutes. Dennis Nolan seconded the motion which was approved unanimously.

5. REVIEW SERC POLICIES

Tami Beauregard reviewed each policy with the suggested changes, the forms related to each policy and any forms with suggested changes.

1. Policy 8.1, Hazardous Materials Response Plan and Exercise

Ms. Crowley made a motion to recommend approval to the full SERC of the suggested changes on policy 8.1, Level of Response LEPC, Level of Response State, Items due to the by January 31st (P&T checklist) forms. Mr. Nolan seconded the motion which was approved unanimously.

2. Policy, 8.3, Certified Assurances and Compliance Certification

Jon Bakkedahl made a motion to recommend approval to the full SERC of the suggested changes on policy 8.3, Compliance Certification LEPC and Compliance Certification State forms. Mr. Nolan seconded the motion which was approved unanimously.

3. Policy 8.5, Funding of Grants

During Ms. Beauregard's review of suggested changes, a discussion ensued with regards to the suggested requirements defining what proof of payment is. Ms. Beauregard explained the process of reviewing the reimbursement request packet and required items needed from the Local Emergency Planning Committees (LEPCs) before the reimbursement payment can be submitted. Ms. Beauregard noted detailed documentation is needed for proof of payment as an Auditor ruled the LEPC must prove the funds being requested for reimbursement must have been taken out of their bank account before the SERC can reimburse any funds. Mr. Bakkedahl advised he is not on board with all the suggested requirements.

Mr. Noland made a motion to recommend approval to the full SERC of the suggested changes on policy 8.5 and Instructions for Completing the Financial Report Form. Ms. Crowley seconded the motion. The motion passed with three approvals and one no approval.

4. Policy 8.7, Grant Change Request

Ms. Crowley made a motion to recommend approval to the full SERC of the suggested changes on policy 8.7. Mr. Bakkedahl seconded the motion which was approved unanimously.

5. Policy 8.9, LEPC Submission of Bylaws and Membership Lists

Mr. Bakkedahl made a motion to recommend approval to the full SERC of the suggested changes on policy 8.9 and Membership List form. Ms. Crowley seconded the motion which was approved unanimously.

6. PUBLIC COMMENT

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

7. ADJOURNMENT

Ms. Crowley made a motion to adjourn the meeting at 10:27am. Mr. Bakkedahl seconded the motion which was approved unanimously.