

Meeting Minutes

Nevada State Emergency Response Commission (SERC)

Planning and Training Subcommittee Meeting

Thursday, February 27, 2025 – 10:00am

Zoom Meeting

Go to ZOOM.com select join meeting

Meeting ID: 880 832 1251 / Password: hazmat

Dial in: 1-669-900-6833

Meeting ID: 880 832 1251 / Passcode for phone: 706628

Subcommittee Members: Kelly Echeverria, Michael Mallner, Patty Polish, Richard Brenner (Acting Chair)

The Subcommittee may take action on items marked "Discussion / For Possible Action". Items may be taken out of the order presented on the agenda at the discretion of the chairperson. Items may be combined for consideration by the Subcommittee at the discretion of the chairperson. Items may be pulled or removed from the agenda at any time.

1. **CALL TO ORDER (Non-action Item)**
 - Richard Brenner called the meeting to order at 10:05AM.
2. **ROLL CALL, CONFIRM QUORUM, AND INTRODUCTIONS (Non-action Item)**
 - Roll was taken by Baylee Hampton. Quorum was present.
3. **PUBLIC COMMENT (Non-Action Item)** – No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. Public comments are limited to three minutes unless the Subcommittee elects to extend the comments for purposes of further discussion. Comments will not be restricted based on viewpoint.
 - Mr. Brenner called for a public comment. There was none.
4. **APPROVAL OF APRIL 3, 2024 MINUTES (Discussion/For Possible Action)** The Subcommittee will review and may approve, with or without amendments, or deny the April 3, 2024, Subcommittee meeting minutes.
 - Mr. Brenner called for a motion to approve the April 3rd, 2024, Planning and Training Meeting Minutes. Patty Polish made a motion. Kelly Echeverria seconded that motion. The motion was approved unanimously.
5. **REVIEW DOCUMENTS SUBMITTED BY THE LOCAL EMERGENCY PLANNING COMMITTEES (LEPCs) AND STATE AGENCIES TO STAY IN COMPLIANCE WITH SERC POLICIES – HAZARDOUS MATERIALS RESPONSE PLAN, LEVEL OF RESPONSE QUESTIONNAIRE, AND EXERCISE/INCIDENT REPORT. SUBCOMMITTEE MEMBERS WERE ASSIGNED THE TASK OF REVIEWING THE SUBMISSIONS OF SPECIFIC LEPCs AND/OR STATE AGENCIES USING THE PLANNING AND TRAINING CHECK-OFF LIST FORM TO VERIFY COMPLIANCE (Discussion/For**

Possible Action) – The Subcommittee may approve LEPC submissions, or identify deficiencies which can be reviewed within 45 days for compliance regarding the compliance the hazardous materials response plan, level of response questionnaire and/or exercise/incident reports received by the LEPCs or State Agencies. LEPC and State Agencies submissions to be reviewed include, but are not limited to: Carson County LEPC, Churchill County LEPC, Clark County LEPC, Douglas County LEPC, Elko County LEPC, Esmeralda County LEPC, Eureka County LEPC, Humboldt County LEPC, Lander County LEPC, Lincoln County LEPC, Lyon County LEPC, Mineral County LEPC, Nye County LEPC, Pershing County LEPC, Storey County LEPC, Washoe County LEPC, White Pine County LEPC and Fire Marshal State Agency.

- Brandilyn Baxter assigned each subcommittee member county's to review.
- Richard Brenner: Carson, Churchill, Clark, Nye, Pershing and Storey County.
- Kelly Echeverria: Douglas, Elko, Esmeralda and White Pine County.
- Patty Polish: Eureka, Humboldt, Lander and Washoe County.
- Michael Mallner: Lincoln, Lyon and Mineral County.

6. **PUBLIC COMMENT (Non-action Item)** – No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. Public comments are limited to three minutes unless the Subcommittee elects to extend the comments for purposes of further discussion. Comments will not be restricted based on viewpoint.

- Mr. Brenner called for a public comment.
- Mr. Brenner asked if the next Planning and Training Meeting has been scheduled.
- Ms. Hampton stated the next meeting has been scheduled and sent out.

7. **ADJOURNMENT (Discussion/For Possible Action)**

- Mr. Brenner called for a motion to adjourn the meeting. Ms. Echeverria made that motion. Ms. Polish seconded that motion. The motion carried unanimously. The meeting was adjourned at 10:15AM.

This is a public meeting. In conformance with the Nevada Public Meeting Law, I, Brandilyn Baxter on behalf of SERC posted or caused the posting of this agenda on or before February 20, 2025, 10:00am, at the following locations:

State Emergency Response Commission – 107 Jacobsen Way – Carson City
Nevada State Library & Archives – 100 North Stewart Street – Carson City
Grant Sawyer Building – 555 E. Washington Street – Las Vegas
Department of Transportation – 123 East Washington Avenue – Las Vegas
Department of Transportation – 1263 Stewart Street – Carson City
Department of Transportation – 1951 Idaho Street – Elko
Department of Transportation – 1401 East Aultman Street - Ely
Nevada Legislative Counsel Bureau – 401 South Carson Street – Carson City
SERC web site – <http://serc.nv.gov>
Nevada Public Notice Website – <https://notice.nv.gov>

Pursuant to NRS 241.020(2) (c), a copy of supporting materials for the meeting may be obtained by contacting Brandilyn Baxter, Administrator, State Emergency Response Commission at (775) 684-7516, 107 Jacobsen Way, Carson City, NV 89711 or serc@dps.state.nv.us

*We are pleased to make reasonable accommodations for members of the public who are disabled. If special arrangements are necessary, please notify the State Emergency Response Commission at (775) 684-7511.
Twenty-four (24) hour advance notice is requested.*