

BY-LAWS OF LYON COUNTY

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

Article I - Name

This organization shall be known as the Lyon County Local Emergency Planning Committee

Article II - Purposes

The purposes of the Local Emergency Planning Committee are:

1. The management and oversight of all appropriate provisions of Title III of the Superfund Amendments and Re-authorization Act of 1986 (SARA), NRS Chapter 459.
2. The delegation of duties and responsibilities to staff and members for the purpose of carrying out the provisions of those laws.
3. Other such duties may be assigned to the LEPC by acts of the United States Congress, the Nevada State Legislature, the Governor of the State of Nevada through the Nevada State Emergency Response Commission (SERC), and the Lyon County Board of Commissioners.
4. Facilitate the development of a community chemical emergency preparedness and planning program for hazardous materials, other technological emergencies/disasters, and natural disasters; emergencies such as earthquakes and floods.
5. Make available upon request the identification, quantity, location and properties of hazardous materials, as well as data on the annual release of certain hazardous materials.
6. Pursuant to Lyon County Code 3.03.07 perform the functions of the Emergency Management Advisory Board.

Article III - Membership

Section 1 - Members

The LEPC may consist of, but is not limited to, representatives from the following categories suggested by SARA Title III: elected state/local officials, fire, law enforcement, emergency management, public health, environment, emergency medical, transportation, media, community service organizations, manufacturers, retail businesses, public utilities and education.

One person may represent more than one category. Representatives may be designated by job title/position rather than individual name to ensure continuity of membership of the LEPC and to make the appointment of replacement members easier.

LEPC membership shall consist of voting and associate members. Voting members are those who participate by attending or sending their designees to LEPC meetings. Associate members are individuals who wish to contribute and participate on a limited basis. Voting members will be designated by position to be:

Local Government Representative(s)

1 Lyon County Commissioner or designee (Elected Official)

1 Yerington City Councilman or designee (Elected Official)

1 Fernley City Councilman or designee (Elected Official)

1 Planning and Zoning Representative

1 Transportation Representative

¶

Emergency Management Representative(s)

1 Emergency Management Representative

Fire Protection District Representative(s)

4 Fire Department Representatives (Firefighting/Emergency Medical Services) – One representative of each Fire Protection District or designee

Law Enforcement Representative(s)

1 Law Enforcement Agency Representative

Health Representative(s)

~~2 Fire Department Representatives (Firefighting) ¶~~

~~1 Emergency Management Representative ¶~~

~~1 Fire Department Representative (Emergency Medical Services) ¶~~

1 Public Health Representative

1 Hospital Representative

1 Local Environmental Representative

¶

School District Representative(s)

1 School District Representative

Private Sector/Industry Representative(s) ~~*1 Planning and Zoning Representative ¶*~~

~~*1 Transportation Representative ¶*~~

~~*1 Local Environmental Representative ¶*~~

~~*1 Hospital Representative*~~

¶

- ~~1 Community Group Representative~~¶
- 21 Facility Owner/Operator Representatives¶
- 1 Local Industry Representative
- 1 Agricultural Representative

Tribal Representative(s)

- 1 Tribal Representative

Community Group/Nongovernmental Organization Representative(s)

- 1 Community Group Representative

Broadcast/Communication Media Representative(s)

- 1 Media Representative

There are 1920 total voting members of the LEPC.¶

- 1 Agricultural Representative

A change in status of voting or associate membership may be made by a member, and will be approved by the majority vote of members.

New members should be accepted as members in the LEPC by a majority vote of the active members present. The membership list shall be submitted to SERC through the Lyon County Board of Commissioners or their designee for approval and appointment.

A current membership list shall be kept by the Administrative Office of LEPC.

A representative to LEPC by Lyon County shall be designated by the Lyon County Board of Commissioners.

Upon majority vote of eligible LEPC members present at a meeting, a member may be recommended to the Board of Commissioners for removal from membership.

Section 2 – Co-Chairpersons

The Emergency Management Coordinator shall be a permanent co-chairperson. One shall be elected by the voting membership annually with elections to be held each year in January.

Section 3 – Terms of Membership

Members may serve until they give notice to the LEPC that they no longer wish to be part of the membership, their representation changes, or they are replaced by the Board of Commissioners.

Article IV – Staff

Section 1 – Establishment of Subcommittees

The LEPC may establish subcommittees as necessary to assist with the completion of its work and objectives.

Section 2 – Appointments

Subcommittee appointments may be made by the LEPC or a Co-Chairperson. Appointments are to be distributed as equally as possible among Committee members.

Section 3 – Subcommittee Chairpersons

Subcommittee Chairperson shall be appointed by a LEPC Co-Chairperson.

Section 4 – Subcommittee Action

All subcommittee action is subject to approval by the LEPC.

Article V – Meetings

Section 1 – Regular Meetings

The LEPC shall meet at least once quarterly. The Nevada Open Meeting Law shall be observed.

Section 2 – Special Meetings and Subcommittee Meetings

The LEPC and its subcommittees may call additional meetings beyond the regular schedule as necessary for the conduct of its business. The Nevada Open Meeting Law rules shall be observed.

Section 3 – Quorums

A quorum for the purpose of the LEPC to conduct business shall consist of a simple majority of members eligible to vote or their official designee approved in writing.

Section 4 – Rules of Order

The deliberation of all meetings of the LEPC, or their designees, shall be governed by Robert's Rules of Order, Newly Revised.

Article VI – Voting

Only voting members or their official designee may vote on matters of the LEPC or subcommittee deliberation. Each member may have one vote. Action may be determined by a majority of the voting membership.

Article VII - Amendments

These by-laws may be amended or replaced upon the affirmative vote of a majority of the LEPC membership, or their official designee at any regular or special meeting of the LEPC provided that any proposed changes have been distributed to all members at least 30 days prior to such action.

Article VIII - Address

The official address for all correspondence shall be 27 S. Main Street, Yerington, Nevada 89447

Article IX - Public Request for Information

Any person may submit a written request for information under Section 311, 312, and 324 of EPCRA. Requests shall be addressed to the Lyon County LEPC, 27 South Main Street, Yerington, NV 89447. The LEPC shall respond to requests for information no later than 45 days from the receipt of request. The LEPC Chairman shall serve as the Coordinator of Information.

Article X - Distribution of the Hazardous Materials Response Plan

Routine distribution of the Response Plan will be in accordance with operational needs. Copies of the most recent published plan will be available for public review in the County Managers Office during normal office hours.

Article XI - Dissolution of LEPC

In the event that the Lyon County LEPC is dissolved or becomes inactive as determined by the Lyon County Board of Commissioners; all equipment and LEPC responsibilities shall revert to the Lyon County Board of Commissioners.

APPROVED/REVIEWED: **January 10, 2024**

APPROVED & AMENDED: **April 4, 2022**

State of Nevada
Emergency Response Commission (SERC)
County Local Emergency Planning Committee Membership List

LEPC: Lyon County

<u>Category:</u>	<u>Agency/Member Name:</u>	<u>Attempted:</u>
1. Elected State Official	<u>Senate Dist. 38 Robin Titus, MD</u>	<input type="checkbox"/>
2. Elected Local Official	<u>Lyon County Commissioner, Dave Hockaday</u>	<input type="checkbox"/>
3. Law Enforcement	<u>Sheriff Brad Pope, Commander Ryan Powell</u>	<input type="checkbox"/>
4. Civil Defense (Emergency Management)	<u>County Emergency Manager Taylor Allison</u>	<input type="checkbox"/>
5. Firefighting	<u>Fire Chief Tim McHargue, Fire Chief Matthew Nightingale</u>	<input type="checkbox"/>
6. First Aid	<u>Fire Chief Scott Draper, Batallion Chief Joe Mendoza</u>	<input type="checkbox"/>
7. Health	<u>Quad-County Public Health, Cari Rioux</u>	<input type="checkbox"/>
8. Local Environmental	<u>Vacant</u>	<input checked="" type="checkbox"/>
9. Hospital	<u>South Lyon Medical Center, Toni Inserra</u>	<input type="checkbox"/>
10. Transportation	<u>Lyon County Road Dept., Dustin Homan</u>	<input type="checkbox"/>
11. Broadcast/Print Media	<u>Nevada Appeal, Jessica Garcia</u>	<input type="checkbox"/>
12. Community Groups	<u>Search and Rescue, Patty Polish</u>	<input type="checkbox"/>
13. EPCRA Facility Owners/Operators	<u>Plant Manager Polyglass. Sandy Cassinelli</u>	<input type="checkbox"/>
14. Additional Members:	<u>Yerington City Manager Jerry Bryant, Fernley Deputy City Manager Lydia Altick, Blake Smith School District</u>	<input type="checkbox"/>

A person may represent more than one category. Attach additional pages as necessary. The current LEPC membership roster with identified categories may be submitted as an attachment to this form.

On behalf of the **Lyon County** LEPC, I certify diligent attempts have been made to obtain membership representation as indicated above and recommended by the EPA. Pursuant to EPCRA, Section 301, the LEPC hereby petitions the SERC to modify membership consistent with the represented categories.



Signature of LEPC Chairman

01/9/2026

Date