

**BYLAWS**  
Of the  
**STOREY COUNTY LOCAL EMERGENCY PLANNING COMMITTEE**  
**Adopted January 10, 2024**  
**Reviewed on January 8, 2025**

**ARTICLE I. NAME**

This organization shall be known as the Storey County Local Emergency Planning Committee, herein called and known as the LEPC.

**ARTICLE II. PURPOSE**

The State of Nevada Emergency Response Commission (SERC) has established Local Emergency Planning Committees (LEPC) in each of Nevada's 17 counties. The purpose of the LEPC is to:

- The management and oversight of all appropriate provisions of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA), and NRS Chapter 459;
- The delegation of duties and responsibilities to staff and members for the purpose of carrying out the provisions of those laws;
- 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 and the Storey County Board of Commissioners;
- Facilitate the development of a community chemical emergency preparedness and planning program for hazardous materials, other technological emergencies/disasters, natural disasters; emergencies such as earthquakes, flood and fire;
- Involve state and local governments and private industry in developing and exercising emergency plans;
- Work with the State of Nevada SERC and the Fire Marshal's Office to maintain a database on the Nevada Chemical Facility Database;
- Provide local residents with access to information concerning hazardous materials under the "Community Right-to-Know" portion of the Emergency Planning and Community Right-to-Know (EPCRA) the law;
- Improve Public Safety capabilities to respond to and deal with the impact of Hazardous Materials Incidents, accidents, or releases on our activities and the environment.

## **ARTICLE III. MEMBERSHIP**

### **Section A: Members**

The Local Emergency Planning Committee (LEPC) shall consist of voting members from the following categories, as provided in 42 USC 11001:

- Elected State and Local Officials
- Law Enforcement
- Civil Defense/Emergency Management
- Firefighting
- District Health Department
- First Aid/Emergency Medical Services
- Environmental
- Transportation and Infrastructure Personnel
- Broadcast and/or Print Media
- Community Groups
- Owners and Operators of Facilities Subject to the Requirements of Emergency Planning and Community Right-To-Know Act (EPCRA)
- State/Local/Tribal Governments
- Public Safety Communications

The committee shall consist of a minimum of one (1) voting member from each of the designated categories. The committee chairman may, in his/her discretion, establish additional categories of representation as the need arises. Every effort shall be made to maintain a membership balance which represents the county and its cooperative commercial industry partners.

Each designated agency/entity within a category will be asked to specify a primary and an alternate representative. Each agency/entity is entitled to no more than one vote per category. If the primary representative is unable to attend, one alternate representative will be permitted to vote. If all designated representatives of an agency/entity are unable to attend, the primary representative may be present by phone for the purposes of establishing a quorum and voting.

Members will receive no personal compensation for their service on the LEPC, including the executive committee and all sub committees.

### **Section B: Terms of Membership**

Members may serve until they give notice to the LEPC that they no longer wish, or are able, to serve on the membership or their company representation changes.

## **ARTICLE IV. OFFICERS AND SUBCOMMITTEES**

### **Section A: Chairperson and Vice-Chairperson**

The Chairperson of the LEPC shall be the Storey County Director of Emergency Management as appointed by the Storey County Commissioners. The Chairperson will serve in this capacity as long as in the position of Director of Emergency Management.

The Vice-Chairperson shall be the Storey County Assistant Director of Emergency Management. The Vice-Chairperson will serve in this capacity as long as in the position of Assistant Director of Emergency Management.

In the absence of the Chairperson, the Vice-Chairperson will assume the duties of the Chairperson. In the event that both the Chairperson and Vice-Chairperson are unable to perform their duties, the Storey County Manager will appoint an interim Chairperson.

### **Section B: Establishment of Subcommittees**

The LEPC Chairperson may establish subcommittees as necessary to assist with the completion of its work and objectives. Subcommittee Chairpersons shall be appointed by the LEPC Chairperson. All subcommittee action is subject to the approval of the LEPC.

### **Section C: Secretary**

Administrative support shall be provided by the Storey County Office of Emergency Management and shall be overseen by the Chairperson.

## **ARTICLE V. MEETINGS**

### **Section A: Regular Meetings**

The LEPC shall meet at least once per quarter in each calendar year. The Nevada Open Meeting Law shall be observed for all meetings.

### **Section B: Special Meetings**

The LEPC may call additional meetings beyond its regular schedule as necessary to conduct business. Such meetings may be called by the Chairperson, Vice-Chairperson, if the Chair is not available, or by a quorum of the active LEPC members. The Nevada Open Meeting Law shall be observed for all meetings.

### **Section C: Subcommittee Meetings**

Subcommittees may meet as necessary or as required by the Committee or its members.

### **Section D: Quorum**

A quorum is defined as a simple majority of the constituent membership of a public body.

**Section E: Meeting Procedures**

The deliberations at all meetings of the LEPC shall be in accord with Robert's Rules of Order- Newly Revised and the Nevada Open Meeting Law.

**SECTION VI. VOTING**

Only active members or their designee may vote on matters of the LEPC of subcommittee deliberation. Each member or designee may only have one (1) vote. Actions may be determined by the majority vote of those present.

**SECTION VII. ADOPTION AND AMENDMENTS**

**Section A: Initial Adoption of the Bylaws**

These Bylaws shall be adopted initially by a majority vote of the committee present at a scheduled meeting.

**Section B: Amendments to Bylaws**

These Bylaws may be amended or replaced upon the affirmative vote of a majority of the active LEPC members at any regular meeting of the LEPC provided that any proposed changes have been distributed to members at least 30 days prior to such action.

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No changes by the committee at the meeting of January 8, 2025

Signed: Adam Wilson, Chairperson  
Adam G. Wilson



# Storey County Emergency Management

Adam Wilson  
Director

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State Emergency  
Response Commission  
107 Jacobsen Way  
Carson City, NV 89711

January 16, 2026

SERC,

This letter is to confirm Storey County LEPC did not make any changes to the Local Emergency Planning Committee Bylaws during the 2025 calendar year.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Wilson".

Adam Wilson  
Director of Emergency Management

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*Office of the Director - Storey County Emergency Management*



# LEPC Bylaws