

EMERGENCY PREPAREDNESS WORKING GROUP (EPWG)
Special Meeting Minutes
Conference Call
Carson City Location: Division of Emergency Management
March 5, 2014 at 8:00 a.m.

Members Present:

Ken Elgan (Esmeralda County)
Jeff Knudtson (Elko County)
Rick Martin (NDEM)
Irene Navis (Clark County)
Vance Payne (Nye County)
Russell Peacock (White Pine County)
Rick Stever (Lincoln County)

Staff/Others Present:

Kelli Anderson (NDEM)
Janell Woodward (NDEM)
Sonja Williams (NDEM)
Sophia Long (NV DAG)
Carol Dinsman (NNSA - DOE)
Elaine Zimmerman (Lincoln County)
JD (Esmeralda)
Tammy (Esmeralda)

Members Absent:

None

1. CALL TO ORDER AND ROLL CALL

Chair, Rick Martin called the meeting to order at 8:05 a.m. and Janell Woodward called roll. A quorum was present.

2. PUBLIC COMMENT

Rick Martin asked for any public comments in from anyone on the phone; there were none.

3. COMMENTS BY THE CHAIR

Rick Martin stated that he would like everyone to see if they could carve out a regular line item for planning, training and exercises (PT&E). Rick suggested twice a year or perhaps anywhere from 1-4 times per year, anywhere from discussion to full scale exercise.

The Nevada Division of Emergency Management (NDEM) has had a very successful program for helping those on the I-80 corridor. A budget would be needed. Rick stated that NDEM has utilized Dave Drew, a contractor who is a retired fire chief from Douglas County. He has been setting up training and assisting jurisdictions along the I-80 corridor with recalibrating of equipment. He picks up the equipment, takes the equipment to the vendor and then

delivers them back. Rick asked to see if the group might be interested in obtaining this type of help from the agency. Dave Drew has worked directly with DOE in setting up training courses for local jurisdictions. He is available to help with annual calibrations if anyone has that equipment. If equipment needs to be purchased, he can also assist with that. Kelli Anderson had the idea of utilizing some of the \$76,000 in funds that was being held back from the \$576,000 money to be distributed.

Irene Navis stated she thought this was a great idea. She gave an example of how Clark County has received technical assistance through DOE. They arranged for a couple of workshops, public appearances and a tabletop exercise at no cost to Clark County.

Rick Martin stated he was also thinking of the MERRTT training. Dave Drew has been setting up this training and the entire process for training.

Jeff Knudtson asked about what type of budget Rick had in mind. The budget is approximately \$34,600 annually. There is a question of the Clark County component because of its size. This is for the 6 counties of EPWG. Jeff Knudtson stated he had the MERTT training recently and Rick Stever was in attendance.

This amount covers the Dave Drew assistance to the jurisdictions. This will be focused on the 6 counties of EPWG only and not the entire state. There is separate funding for the other counties.

Russ Peacock asked about the MERTT training. Jeff Knudtson stated it was a 16-hour course with about 3-1/2 hours of exercise on use of all instruments. In the past, Russ stated the classes took too much time. Jeff stated it is a very good class at this point and fully recommended it to everyone.

There was some confusion about where the money would come from. The clarification was that there was \$576,000 that had been held back in the past. From the last meeting, \$500,000 of that money is being distributed but \$76,000 is being held back. It was out of that \$76,000 being held back that it was suggested to take \$34,600 for the Dave Drew aspect of training and such device calibration assistance.

Vance Payne felt this concept was a good idea. Device calibration has been built into the budget. This is an expensive process for the counties so this would be a big help. This allows for standardization. Vance also asked for a general scope of work so that everyone understands what is being done. Rick Martin stated this will also require DOE approval. Rick Martin stated that NDEM will provide a scope of work and budget to everyone and then NDEM would report quarterly to the group.

Russ Peacock in the past DOE was supposed to give recommendations on equipment and wondered if anyone had heard anything back from DOE. Rick Martin stated that he had not heard anything but that Dave Drew has a good handle on this information and can make recommendations. Dave has dealt with several different types of equipment and also has worked closely with DOE. Dave is going to Caltech for calibration.

There were no other comments.

4. **FFY2014 ALLOCATIONS**

Rick Martin asked for a motion on the discussion above. Irene Navis made a motion to include planning, training and exercise up to \$34,600 pending review and approval of the scope of work and pending review and approval by DOE as well as budget approval. Jeff Knudtson seconded. The motion carried.

Kelli Anderson stated the spreadsheet with input was sent out yesterday. At the last meeting, vote decided that a base amount would fund priority number one for Clark County and Elko which were one item each, and then two items for Esmeralda, Lincoln, and White Pine for the emergency managers and travel to EPWG meetings. Nye County did not have an emergency manager line item or EPWG trips. A base was taken of how much would be funded off the top of the \$500,000. The rest of the funds would be divided equally among the other four counties as they had other items to be funded. Clark County and Elko were not included as they only had one item to be funded which was covered in priority one. Yellow showed prior one funded projects. The pink showed the rest of the priorities funded to a total of \$87,840.

Vance Payne commented that line 11 for equipment, EMS HAZMAT vehicle was \$30,000 but now was at \$27,840. They had to subtract some money in order to net down to the \$87,840.

Vance Payne made a motion to adopt the funding allocation as stated. Jeff Knudtson seconded and the motion passed.

As an update, Kelli Anderson stated she received the first modification and it is about \$99,000 so we are real close to being able to fund priority one for next year. As soon as we receive the modification for the next quarter, an update will be provided. This ensures we know that we will be okay for the next year.

Jeff Knudtson asked about the \$39,000 split at the last meeting and asked for an update. The paperwork is in draft currently and should go out this Friday.

5. **NEXT MEETING DATE:** April 16, 2014 at 1 pm

6. **PUBLIC COMMENT**

Rick Martin asked for any public comment. Vance Payne wanted to take the opportunity to thank everyone, especially NDEM for all the hard work. Jeff Knudtson echoed the thank-you to NDEM. Rick Martin reiterated that if anyone needs technical assistance either at NDEM or at their location, that it is available.

7. **ADJOURN**

Rick Martin proposed the meeting adjourn with Jeff Knudtson making the motion and Rick Stever seconding. The meeting was adjourned at 8:45 a.m.