



## Meeting Minutes Emergency Preparedness Working Group (EPWG)

<b>Attendance</b>	<b>DATE</b>	Wednesday, July 29, 2015	
	<b>TIME</b>	1:00 P.M.	
	<b>LOCATION</b>	Nevada Division of Emergency Management Training Rooms 2478 Fairview Drive Carson City, Nevada 89701	
		Clark County Fire Station #18 575 E. Flamingo Road, Second Floor Conference Room Las Vegas, NV 89119	
	<b>METHOD</b>	Teleconference - Videoconference	
	<b>RECORDER</b>	Janell Woodward	
<b>Committee Members</b>	<b>Present</b>	<b>Staff and Others</b>	<b>Present</b>
Richard Martin	X	Kelli Anderson (Staff)	
Ken Elgan (Esmeralda)		Sonja Williams (Staff)	X
Jeff Knudtson (Elko)	X	Marina Crounk (Staff)	X
Irene Navis (Clark)	X	Janell Woodward (Staff)	X
Vance Payne (Nye)	X	Sophia Long (DAG representative)	X
Rick Stever (Lincoln)	X	Dave Drew (Staff)	X
Brett Waters (White Pine)	X	Jon Bakkedahl	
DOE Representative		Melissa Molt	X
		JD Boteler	X
		Elaine Zimmerman	X
		Chudi Onowu	
		Carol Dinsman	
		Janet Appenzeller-Wing	
		Karen Taylor (Clark)	X
		Matthew Martin (White Pine)	X
		Jennifer Delgado (White Pine)	
		Justin Luna (NDEM)	
		Eric Wilson (NDEM)	
		Judith Lyman	X
		Tim Spencer	X
		Irene Sanzare	X
		Mike Schmidt	X
		Rose Marie Reynolds (DAG)	X

**1. CALL TO ORDER AND ROLL CALL.**

Chair, Rick Martin called the meeting to order. Janell Woodward called roll and a quorum was established. Rick also introduced the new Chief of Emergency Management, Caleb Cage, who gave a brief introduction of himself and thanked members of the EPWG for serving on this committee. Chief Cage is looking forward to working with each of the various boards.

**2. PUBLIC COMMENT.**

Rick Martin opened the meeting for any public comment. There were none.

**3. APPROVAL OF MINUTES.**

Rick Martin asked if everyone had a chance to review the minutes from the prior meeting and asked for any changes. Jeff Knudtson pointed out a spelling error on the last page where it stated "Victory" and should have been "Victoreen." Vance Payne made a motion to approve the minutes with the correction as noted and Irene Navis seconded the motion. There was no further discussion and the motion passed unanimously.

**4. UPDATE ON THE FFY2012-FFY2014 EPWG GRANT BALANCES.**

Sonja Williams read into record current balances for FFY12-FFY14 combined and they are as follows:

Clark County:	\$67,508.95
Elko County:	\$ 315.51
Esmeralda County:	\$109,809.64
Lincoln County:	\$159,968.83
Nye County:	\$ 13,087.13
White Pine County:	\$184,510.60

The FY15 balances were not included as those are the awards that everyone just received and those funds are in addition to what was just read into record.

Rick Martin asked about the last page that says FYF14 at the top should really be FFY15. Sonja confirmed that the very last page reflects the new awards that just went out and should say FFY15. Everything else on the page is correct.

No project change requests have been received at this time for any of these funds.

**5. UPDATE TO FFY15-FFY16 APPLICATION AND BUDGET STATUS.**

Rick Martin stated we just completed FFY15. The Department of Energy (DOE) requested Nevada Division of Emergency Management (NDEM) submit funding projects and that was done last year. The actuals were submitted for FFY15 and NDEM will begin working on FFY16 in the next several months.

Jeff Knudtson asked whether modifications that are received will be held until the end of the year as was done with this past year. Rick confirmed this is the case. This way everyone will know the exact amount to be distributed.

Rick also indicated that NDEM is at the end of a 5-year cycle with the Department of Energy which is called an Agreement in Principle (AIP). This agreement helps fund NDEM as well as giving instruction on how to administer the EPWG. NDEM will begin working on that soon as well.

NDEM is available for technical assistance for any of the counties that need this. Please let us know if you would like a site visit at your location or would like to come to NDEM for assistance.

An additional question was asked whether or not NDEM receives an estimate from DOE on their shipments. Rick stated NDEM does receive projections and puts together budgets based on needs hoping that DOE can meet those needs. Dave Drew added that in his experience, DOE's projects are nowhere near what is actually done.

Rick added that shipments under the Office of Secure Transportation (OST) will not provide any advance notice of shipments such as these. OST will not release information as they do not want to establish a pattern for these shipments.

A question from the EPWG to DOE was clarified as to whether the volume of projected shipments will increase over the next year based on OST and other streams of low-level waste coming through and whether that will affect the outcome of allocations to the Counties. Jon Bakkedahl and Mike Schmidt will help try to find out the answer for this question from DOE.

## **6. UPDATE ON THE NDEM ASSISTANCE IN PLANNING, TRAINING AND EXERCISE, AND CALIBRATIONS FFY15 APPLICATION REVIEW AND PRIORITIZATION.**

Dave Drew has been doing a great job with updating equipment and calibrating equipment throughout the state. Dave stated they did receive back the Victoreen 190s. Only one was not able to be calibrated. The week of August 10, Dave Drew will be making a trip through Nye and White Pine County to drop this equipment off and pick up other equipment to be calibrated. Lincoln County also has equipment that needs calibration. Dave will add Lincoln County to his trip. Vance Payne indicated his appreciation for Dave's help with the equipment for the counties.

Rick Martin stated he was at a meeting with DOE yesterday talking about an upcoming DOE exercise. The next DOE exercise is scheduled for November 5 with November 19 as a backup date. It is a tabletop exercise with a Public Information Officer (PIO) focus for an event in the Clark County area. There will be 6-hour PIO training two weeks prior to the exercise. This exercise will include participation by PIOs from Clark County, Las Vegas as well as the State.

Dave also asked the group whether anyone had the MERRT technician course scheduled in the future. There is a challenge with meeting the minimum required attendance for the course. However, Rick stated that Scott Wade gave assurance that Nevada would get the training needed.

## **7. WHITE PINE COUNTY UPDATE.**

Chief Brett Waters thanked the group for supporting White Pine County. He has only been the emergency manager for White Pine for 6 months and is still getting up to speed on everything. He has pictures of what he inherited. He indicated there was no transition from the prior emergency manager to him and he had no computer records. Brett would like to visit the Las Vegas area emergency operations centers (EOCs) so he can get an idea of what an EOC should look like. As well, he will visit Carson City and will bring the images with him when he visits.

Rick Martin offered technical assistance as needed to Brett as well as anyone else in the EPWG group that requires help.

## **8. REMINDER OF REMAINING 2015 QUARTERLY MEETING**

Rick Martin announced the following date for 2015 meetings which is October 28, 2015 at 1 PM. Next year's proposed quarterly meeting dates will be discussed and set at the October 28 meeting.

## **9. PUBLIC COMMENT**

Rick Martin asked for public comment in the north and the south. There were none. Rick thanked Janell, Kelli, Sonja and Marina for their help with EPWG.

## **10. ADJOURN.**

Jeff Knudtson made a motion to adjourn. Rick Stever seconded. All were in favor and the meeting was adjourned.