



## Minutes Nevada State Citizen Corps Council Quarterly Meeting

<b>DATE</b>	21 July 2011
<b>TIME</b>	2:00 – 4:00 PM
<b>LOCATION</b>	Grant Sawyer Bldg, 555 E Washington, Las Vegas NV LCB, 401 S Carson St Carson City NV
<b>METHOD</b>	Open Meeting Conference
<b>RECORDER</b>	Larry Casey

### ATTENDANCE

<b>Council Members</b>	<b>Present</b>	<b>Ex-Officios, Staff &amp; Others</b>	<b>Present</b>
Rick Martin	X	Aaron Kenneston	
Adam Garcia		Chris Sproule	
Annette Kerr	X	Kelli Anderson	X
Caroline Punches	X	Nancy Weinberger	
Carolyn Levering	X	Robin Kelly	
Cherie Nevin		Ron Johnny	
Dr. Christine Springer	X	Sharon Harding	X
Dave Hunkup	X	Sonja Williams	X
Gary Dunn	X	Stan Smith	X
Irene Navis	X	Valerie Sumner	X
Kaydie Paschall	X		
Kelsey Piechocki	X		
Kimberly Ferguson	X		
Linda Sienko	X		
Paula Martel	X		
Rick Diebold			
Russ Peacock	X	Alec Tune (FEMA Region IX)	X
Scott Emerson	X	Larry Casey (Staff)	X
Tod Carlini		Samantha Ladich (AG Rep)	X

### CALL TO ORDER AND ROLL CALL

At 2:05 PM Chairman Rick Martin called the meeting to order. Larry Casey called the roll and a quorum was established.

### PUBLIC COMMENT

Chairman Martin thanked everyone for attending and asked if there were any individuals who might wish to make a public comment. Hearing none the Chairman moved to the next agenda item.

### APPROVAL OF MINUTES

Chairman Martin noted there were a number of sets of minutes to be approved. He then opened the process by asking the Council if there were any comments and asked for motions on each set of minutes. The minutes discussed were:

- a. July 15, 2009 where Ms. Annette Kerr made the motion to approve the minutes, the motion was seconded by Ms. Kaydie Paschall. Chairman Martin called for discussion and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.
- b. October 28, 2009 where Ms. Annette Kerr made the motion to approve the minutes, the motion was seconded by Ms. Caroline Punches. Chairman Martin called for discussion

- and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.
- c. July 29, 2010 where Ms. Irene Navis made the motion to approve the minutes, the motion was seconded by Mr. Scott Emerson. Chairman Martin called for discussion and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.
  - d. September 23, 2010 where Ms. Annette Kerr made the motion to approve the minutes, the motion was seconded by Mr. Scott Emerson. Chairman Martin called for discussion and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.
  - e. December 16, 2010 where Ms. Kaydie Paschall made the motion to approve the minutes, the motion was seconded by Ms. Annette Kerr. Chairman Martin called for discussion and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.
  - f. January 20, 2011 where Dr. Christine Springer made the motion to approve the minutes, the motion was seconded by Ms. Annette Kerr. Chairman Martin called for discussion and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.
  - g. April 26, 2011 where Ms. Caroline Panches made the motion to approve the minutes, the motion was seconded by Ms. Irene Navis. Chairman Martin called for discussion and any public comment – hearing none he called for a vote. After a unanimous voice vote the minutes were approved.

### **OPENING COMMENTS**

Chairman Martin noted that the draft Executive Order on the State Citizen Corps Council has been approved and will be issued with a December 2013 sunset date. He went on to introduce the new AG legal council, Ms. Samantha Ladich. From there he asked Mr. Alec Tune (FEMA Region IX) to make a few comments on upcoming programs and events.

Mr. Tune mentioned the upcoming workshop that will be held in Oakland during the week of 26 October. They will be discussing best practices. The Citizens Emergency Response Team (CERT) training pilot train-the-trainer-program has been updated and should be posted to the CERT website in September. They are also working on a short 30 minute long program on personal preparedness that can be used by both local government agencies and non-governmental agencies.

### **NATIONAL NIGHT OUT (NNO):**

Chairman Martin introduced Ms. Valerie Sumner who provided an overview on the upcoming NNO. She mentioned that the NNO is designed to show local communities what their Law Enforcement and Fire Protection authorities are working on. This year's annual event is scheduled for 2 August. Information on the NNO has gone out to a number of agencies including the Sheriffs and Chiefs Association.

Mr. Scott Emerson stated that the Nevada Statewide Apartment Association has some plans for the NNO – he stated he will forward the contact information to Ms. Sumner.

Ms. Irene Navis stated that because the NNO also falls on the “first Tuesday” it is likely the LVMPD will tie the NNO to their 1<sup>st</sup> Tuesday program. She will look into this and forward the information to Ms. Sumner. Ms. Sharon Harding from the LVMPD confirmed there are at least 10 NNO events planned to include work with Laughlin and Searchlight. NNO will be taking the place of 1<sup>st</sup> Tuesday.

Ms. Annette Kerr mentioned that Elko also has some plans for their 2<sup>nd</sup> NNO and will forward details to Ms. Sumner.

Ms. Sumner thanked everyone and stated the idea was for the future to be able to get a list of events and participants so they can coordinate ahead of time. This will help to make everyone aware early on.

### **NATIONAL PREPAREDNESS MONTH:**

Chairman Martin asked Mr. Tune to talk about the National Preparedness Month program.

Mr. Tune briefed this year's program with has a theme of “Time to Remember – Time to Prepare”. The intent is to honor 1<sup>st</sup> responders and promote volunteer programs. We need to spread the message that preparedness is a shared responsibility. There is lots of material on the website ([www.ready.gov](http://www.ready.gov)). There

is a calendar with associated events as well as various tools and programs that are available to organizations and members of the public.

Ms. Sumner mentioned that information has gone out and in the interest of information sharing would appreciate it if anyone who has a Preparedness Month event planned to please share the details. She reminded the group that she can help with ordering publications.

Mr. Tune mentioned that there is still a lot of material that is being developed and he will let everyone know when more things are released. Ms. Kerr asked Mr. Tune if it is better to register as individuals or as a group (answer – Best to register as an organization).

Chairman Martin mentioned that there would be material coming out on the 20 October “Shake Out” event.

### **REPORT ON CITIZEN CORPS/VOLUNTEER INITIATIVES**

Chairman Martin called for the activity reports from the regional representatives.

Ms. Kaydie Paschall stated that Washoe County is engaged in CPR training, traffic control training, and a School District exercise set for 28 July. We are also conducting driver safety training as well as Red Cross shelter operations training that will take place around the end of August. 10 September is our Neighborhood Night Out event. Also in September we will be working with TSA on an exercise involving their Bomb Squads. We are working on a new curriculum for our citizen’s academy so we can offer them more types of training this fall. We are coordinating with NV Energy to train and set up their CERT team and we will be adding the Jr. ROTC program at Hug High School to our training program.

Ms. Kerr stated they have been busy working with the other counties. They have been working with White Pine to put their resources into “Web EOC” as well as setting up CERT programs locally. They have also been working in Lincoln County to register their resources and set up CERT programs. Carlin has their first CERT class scheduled for August. They have been discussing training with the local Tribes. We also picked up 50 radios and have created a cache radio plan for our CERT teams (thanks to Douglas County Fire Department and UNR for their help with this).

Ms. Levering stated that in the last 6 months we have posted 15 new CERT programs with over 350 volunteers trained. Five people have been to Maryland for the “Train-the-Trainer” program. We have conducted some “Skywarn” training with the National Weather Service and worked on a number of events around the area (to include support to local NNO events). We have had a quiet summer but have a very ambitious schedule for the fall.

Mr. David Hunkup relayed that there isn’t a lot going on at the moment. The Inter-Tribal Emergency Response Commission (ITERC) did get their funding for their CERT teams. These funds will be used to develop programs for the Tribes. Ms. Alfreda Jakes will be the point of contact for this program. They will be working with local authorities for the NNO.

Ms. Sharon Harding stated they have conducted Incident Command System (ICS) 100 & 200 level training to 150 volunteers with an additional 200 scheduled later on. In August we will conduct ICS 700 training. We also have a disaster exercise planned up at Mount Charleston.

Ms. Paula Martel mentioned that the Medical Reserve Corps have been actively recruiting and been focusing on the upcoming flu season. In September we will be working with the Red Cross on a team building exercise for both of our groups.

### **DISCUSSION ON THREE REGIONS NORTH, NORTHEAST AND SOUTH:**

Chairman Martin opened this item with a comment that the issue of regions comes up every meeting and he posed the question – Do we need the regions? Should we use a programmatic approach or a regional one? Should we add a fourth region that would include faith-based or private groups?

Ms. Levering asked why we would want to segregate out our local faith-based or private sector groups?

Chairman Martin agreed and stated that he did not see any benefit for the creation of a separate 4<sup>th</sup> region.

Ms. Kim Ferguson stated that NV Energy would prefer to continue to work with their local partners and not be segregated into a separate region.

Mr. Hunkup stated that given the fact that the ITC has received funding for a Tribal CERT program and the fact that there has been local outreach to the Tribes it would be best if we worked within the three regions.

Chairman Martin stated that the opinion of the group indicated we should stick with the three region approach.

Ms. Sumner stated that the original concept behind the 4<sup>th</sup> region was to give private industry input however it looks like everyone is working together so that concept is out.

### **SUB COMMITTEES ACCOMPLISHMENTS**

Chairman Martin asked for the reports from the sub-committees.

#### **PROGRAM COMMITTEE**

Ms. Martel started her presentation by thanking Ms. Sumner (for her detailed efforts researching best practices for resource typing and Ms. Paschall for her efforts in assembling all stated they were looking into the issue of resource typing for volunteers). Ms. Paschall reported that they are still gathering information. Material for the gap analysis has been sent to Ms. Kerr out in the NE Region and the input should be complete in a couple of weeks. Las Vegas is complete.

Ms. Sumner stated that as far as resource typing is going they are looking at the system used in Arizona which looks like it can easily be adopted for Nevada. In Nevada we have a system in place to move resources and volunteers as well as legislation designed to provide volunteers with some liability coverage.

Ms. Martel noted that their efforts have been delayed because they did not want to duplicate any efforts from other projects.

#### **BY-LAWS COMMITTEE**

Ms. Paschall stated that she has met with a number of people and gotten their comments on changes to the April 2009 set of By-Laws. She had these comments with her for discussion by the NCSC.

Ms. Panches asked that when they review the By-Laws she would like to see the date and text of the changes. Ms. Sumner indicated that the changes would be annotated as a draft with the dates.

Mr. Hunkup stated he requested a red-lined set of changes to look at. We need to see the changes. (Southern Nevada agreed with this suggestion). This would give everyone a chance to compare the old version with the changes.

Ms. Paschall asked if we need to have a copy of the changes sent out. (Answer – yes) She requested all the changes be available to the Council by 15 September.

Ms. Kerr made a motion to table this item until the next meeting, the motion was seconded by Mr. Emerson – Chairman Martin asked if there was any discussion and hearing none called for a vote. The motion passed unanimously.

FINANCE COMMITTEE – No report.

### **FINANCIAL OVERVIEW OF DHS GRANT FUNDING FOR CITIZEN CORPS PROJECTS**

Chairman Martin opened the overview on the funding by introducing a spreadsheet that showed the status of the projects.

Mr. Emerson asked if the Council has any fiscal oversight on the use of these funds. (Answer from Ms. Kelli Anderson – the State Administrative Agency (SAA) has overall oversight on the programs. Individual members of this council have direct oversight on the funds they have been allocated).

Mr. Emerson asked a second question about the unspent funds from 2008 & 2009 and wondered what is being done to spend those funds. (Answer from Ms. Anderson – the grants are in a three year

performance period which is why there are still unspent funds). Ms. Anderson went on to note that the state does not get those funds for at least 6 to 8 months which is part of the reason why the performance period is so long.

### **NON-MONETARY ISSUES**

Ms. Sumner has now gotten the ACCESS database program loaded on her computer so she can now start to load information on any surplus equipment that is available. We will be working with the Council to distribute this data. We can also work as an agent to push publications out to the smaller communities. (NOTE – the committee agreed verbally that this was a good idea and were looking forward to the effort).

### **POTENTIAL PROJECT PROPOSALS – FY12**

Chairman Martin asked for any potential proposed projects for FY 2012. He noted that we will need to be prepared to do more with less.

Ms. Sumner noted that the federal guidance is looking for projects designed for the “Whole Community”.

Ms. Navis asked a question of Mr. Tune – Is there any funding we can tap into for youth, special needs and other projects? We are looking to leverage funds to cover other parts of the Whole Community. (Answer – The “Are you Ready website has some resources and he expects more will be coming out).

Mr. Tune went on to briefly touch on the Whole Community concept and stated he will send out a quick information sheet on the concept.

Discussion on potential project proposals for Citizen Corps projects. Proposals may only be completed by the registered Councils and Cert teams throughout the State. (Discussion)

### **PUBLIC COMMENT AND ADJOURNMENT**

Chairman Martin asked if there was any public comment.

Ms. Kerr mentioned that Elko has a new Emergency Manager (Deputy Sheriff Rick Kiwa). She noted that there seems to continue to be a duplication of efforts. Ms Sumner suggested they get together and merge their events and involve multiple groups coming together at one time rather than do many smaller events.

Chairman Martin hearing no further comments called for a motion to adjourn. Mr. Emerson made the motion that was seconded by Ms. Kerr and after a unanimous vote the meeting was adjourned.

Meeting notes completed by Larry Casey, for questions call (702) 486-0797 or email [LFCasey@dhs.nv.gov](mailto:LFCasey@dhs.nv.gov).