



Minutes Nevada State Citizen Corps Council Quarterly Meeting

ATTENDANCE

DATE	July 19 th 2012
TIME	2:00 PM –3:00 PM
LOCATION	Legislative Counsel Bureau 401 S. Carson Street, Room 3137 Carson City, NV 89701 Grant Sawyer Building 555 E. Washington Ave., Room 4412 Las Vegas, NV 89101
METHOD	Open Meeting Conference
RECORDER	Jodi Bass

Council Members	Present	Ex-Officials, Staff & Others	Present
Adam Garcia	X	Valerie Sumner (Staff)	X
Annette Kerr	X		
Betsy Hambleton	X		
Carolyn Levering	X		
Cherie Nevin	X		
Christine Springer			
Dave Hunkup	X		
Irene Navis	X		
Jeffrey Brewer			
Karli Epstein	X		
Kelsey Piechocki			
Kimberly Ferguson			
Paula Martel	X		
Rick Diebold			
Rick Martin	X		
Russ Peacock	X		
Stacey Belt	X		
Tanya Milelli	X		
Tim Soule			

CALL TO ORDER – Rick Martin - Meeting called to order at 2:00PM

ROLL CALL – Valerie Sumner - We have a quorum

PUBLIC COMMENT: Karli Epstein Volunteer Organizations Active in Disasters (VOAD) discussed the recent quarterly VOAD meeting. VOAD consists of Faith based organizations, non-profit agencies and representatives from the Medical Reserve Corps (MRC) and Citizen Corps.

Tanya (Northern Nevada Red Cross Representative and VOAD member) stated that the primary question VOAD has for the Citizen Emergency Response Teams (CERTs) is how CERTs can be activated. Whether that has to come from the County government or whether CERTs can be integrated and able to be activated through the VOAD group. The Northern Nevada VOAD currently has

representation from the Citizen Corps/CERTs active in Washoe County and they are working toward gaining representatives from the Citizen Corps programs throughout Northern Nevada.

Karli: VOAD is working on the notification processes for the Volunteer Organizations. Do the CERTs have to be activated through the County, through the state or can VOAD activate the CERTs?

Rick: So should we get together during this next quarter and outline a to-do list or a “how to” operate list between the VOAD and the Community Organizations Active in Disasters (COAD) located in Southern Nevada.

Carolyn Levering: I was interested in hearing the young ladies address us on this particular question. Just historical clarification we had a number of years ago issues with VOAD activations. The National Voluntary Organization Active in Disasters is very clear that the organization as VOAD in and of itself is not an operational body. The member organizations that comprise VOAD may have an operational role in responses and community emergencies just wanted to make that clarification before we get too far down the path on this. In our community we have actually moved away from the VOAD description and become a little bit broader community based and we call it Community Organizations Active in Disasters (COAD). Here it's our COAD and we have a set of convening protocols to “convene the member organization of COAD” to give them a situational awareness overview and understanding of what the situation is, what the needs are that we are aware of, open up the lines of communication and collaboration with individual member organizations and have specifically defined roles. Then move forward into inserting them into the appropriate portions of the response and recovery aspects of that particular event. I just want to make sure we were clear VOAD in of itself is not an operational group does not direct activities related to an emergency or disaster as a VOAD but the member organizations do.

Karli: Thanks for that clarification. So basically what we are looking at is not necessarily an activation in terms of “you will do this”, we're looking more at activation in terms of making sure that all of our member agencies are getting that situational awareness. Right now not all of them here in the North are VOAD members. The question then for the North become does Citizen Corps want that situational awareness, want that dialogue through VOAD or do they want to get it from somewhere else. It's going to look a little different for each organization and it's going to look a little different for each government whether we're talk about state, local, tribal, etc. One example I will give you is for the Red Cross is in the Washoe Co Emergency Management Plan, Red Cross is going to automatically be activated when there is an evacuation or sheltering need. Where there is kind of a shortcoming is that the same level of detail does not exist for all of the voluntary organizations and the question becomes, “Working with our government partners do you want to speak with every voluntary agency separately and activate them separately or do you want to go to a single VOAD representative who can then communication your message for you to communicate those government needs back to the voluntary organization who can then say this is what we can and can't bring to the table?”. You tell us how you want us to proceed. So again it's a big collaboration with government, state government and of course with the Citizen Corps Programs it's really not operational but it's more so communication.

Carolyn: I would be proud to give a copy of our convening protocol if they may be of use for what the Red Cross and VOAD are looking to do up there. I think they clearly define that Red Cross is a unique organization in most of our communities because of the historical role and the congressional recognition the agency has at all levels of government. Smaller less equipped and less recognized organization can't bring to bear the same types of resources that groups like Red Cross, Salvation Army or Southern Baptist might be able to bring to the table. For us the whole point for having a COAD or VOAD is so that as a body their meeting routinely and understanding amongst each other what resources each member/organization can bring to bear, who has expertise in what area. This also plays into having a detailed volunteer management plan as well. Not just spontaneous volunteers but volunteers that are affiliated with an organization. So we are happy to share whatever materials we have here for assisting your project up North and feel free to give us a call.

Valerie: I think part of the confusion is that some people are calling it activation instead of a situational awareness.

Carolyn: That's why we went through this exercise ourselves and that's why we have those convening protocols that establishes from the beginning of the relationship, communication and information flow so that everybody who has a need to know for information is in that loop and kept in that loop through the duration of the incident. I think you will find that useful.

Rick: We would like to have the protocol procedures.

APPROVAL OF MINUTES: Minutes for October 20, 2011 and February 19, 2012 approved.

OPENING COMMENTS – Rick Martin (Chairman) – Introduced Betsy Hambleton who will be representing Washoe County; Stacy Belt, who will be representing Carson City; Tim Soule is representing Douglas County; and Mr. Harry Ward is the Deputy Attorney General Representative.

REPORT FROM REGION IX FEDERAL REPRESENTATIVE: - Angela Nak. Hoping to obtain extra funding, but, still no definitive answer from FEMA. We did put in a proposal for the extra funding; however, we don't know how much we may be getting. It's not part of any grant but it is extra funding that might be available. Also, there is a conference call about Citizen Corps funding and structuring a program for sustainability; it's scheduled for next week on Tuesday, July 24th to focus on the alternative ways to sustain Citizen Corps programs. They are going talk about becoming 401-C3 non-profit as well as other alternative strategies that will sustain a program. The National Preparedness month theme is going to be "Pledge to Prepare". If there are any upcoming activities coming at the local level and state level we would like to know what they are.

There are few other things we are trying to push out according to the National Drill that Headquarters is trying to put on, but, we don't know what that drill looks like yet. And then with Region 9 we have the Great Shakeout here so we are looking to put some of the funds towards that as well. We are also looking at holding two huge workshops, one in the states and one in the Pacific office area. Right now we don't have any answers; we may get more information within the next couple of weeks and I will try to keep you in the loop.

Rick: Angela could you please convey to Region and Headquarters the importance of these local Citizen Corps groups. I know you guys have done that but I'm sure other states are in a situation where they have lost a substantial amount of money and Citizen Corps has taken a hit for that. So could you please convey the importance of these groups, we sure would enjoy any opportunity in the future.

NEW CERT TRAINING: Valerie Sumner – The Tribal Nations completed a week long CERT Training comprised of three days of "Train the Trainer" and two days of "Program Manager" training; this training took place in Reno. People from Nevada and neighboring states attended this training. We are look in to having a similar training in the North and the South.

REPORT ON CITIZEN CORPS/VOLUNTEER ACCOMPLISHMENTS:

Betsy: Looking over our summary of activities we did 12 training sessions including CPR and First Aid, Traffic Flagging, Emergency Communications, CERT Leadership, Helicopter Safety, Homeland Security, a Search and Rescue exercise that we did at UNR and two different animal rescue trainings. We also held a CERT Academy this quarter. We did have 9 non-emergency activations; one included a "knock and lock" that we did in the Virginia Foothills area, we canvassed the area and we talked to 320 home owners, giving out information concerning personal safety, burglar prevention and the alert ID and child safety program and we will be doing that again this quarter. We also held 26 teen meetings this quarter with our various teens here and we have had a number of interagency contacts. We will also be involved with the upcoming US Post Office biological detection system exercise they are going to be doing in August and Derek has been very active in attending those planning meetings. We also took part in the mass fatality table top exercise and the FEMA Regional IX national donation

management network exercise. One of our teenage volunteers Ryan Hood (he is 17) just received an award for bravery from the Sheriff's office for his efforts in the Washoe Fire evacuation. He actually went door to door helping people evacuate we also gave out one life saving award that was at the Reno Air Races and a number of Certificates. Then, outside of this quarter we had one of our CERT Volunteers save a life when she preformed the Heimlich maneuver at a restaurant that she was having lunch at and it made national news.

Annette Kerr (Northeast Nevada Citizen Corps) this last quarter we complete our second CERT Training; we now have 20 members and we are continuing to work with the various schools. We are hoping to set up CERT clubs in the schools throughout Elko County. We participated in a huge three day exercise called Operation Desert Torch. It was coordinated with the US Army North and we used support teams from Las Vegas, Utah and California so our CERT team was involved with doing evacuation helping transport people and helping with decontamination. All three exercises each day incorporated those units as well as our local entities and CERT also participated in as scribes, victims and also helped with some traffic control. There was the Nevada 92nd Civil Support Team composed of 22 active Air National Guard and Army National Guard forces that we worked with. The team specialized in Weapons of Mass Destruction and HazMat response and the level and response they would provide to the local entities all worked together and coordinated together. The other thing we did and that I've been working on we are now in Wendover to do CERT training there; we are also making a presentation to the City Council to use that as one of their primary focus groups for volunteers and start training in that area. We now have had the opportunity to venture out into Humboldt County. I spoke with Humboldt County's Sheriff Ed Kilgrave and he is ready to schedule additional CERT Training in Winnemucca, Nevada, McDermitt, and Kings North. We did an outreach program with a new group: Western States Property Management. This is a group from Utah, California and Nevada that manages a lot of apartment complexes and housing operations so we are trying to get the word out to those people. We originally did our presentation hoping we will continue with our CERT academies with those management groups so they know how to help out from an individual or management company if there were a disaster or some sort where they might be needed. We are getting ready for National Night Out on August 7th. We've been busy with wild fires and CERT was called in to help with a wild fire that was actually set by some kids with fireworks and not only did we evacuate the housing section in a rural area but we also helped with crowd control and build some fire lines. In one particular community called Spring Creek there are only three firemen for the whole area so they were very appreciative we were there to help.

Carolyn Levering (Southern Nevada Area) I can update you on the Community Emergency Response team of course; Paula Martel is here from the Medical Reserve Corp and Sharon Harding from Metro Volunteer Programs. We are such a big community we require a lot of people and a lot of volunteers. Just in the last quarter we conducted a number of trainings, over 500 people were trained between our offerings and the Emergency response teams. We also have been conducting the basic ICS classes. We find even though you can be self instructed on-line, a lot of our volunteers really like a classroom setting so we have offered Incident Command System (ICS) 700 and 800, 100 and 200. We also have been active in a variety of awareness and education seminars, parades, etc. We have 256 volunteer hours just in supervision support hours, that doesn't even include the ground volunteers. Our supervisors have donated 256 hours of time assisting with all of our various community activities and the 500 students we have trained in the last quarter. Last week we graduated a CERT class out of our new Emergency Operations Center facility in Las Vegas which was very exciting for us to get to break in that center as well. The class appreciated it so much they gave us a plaque and themselves the first Sauer Drive students. We have been working with our magnet high school that is a program for students interested in public safety careers and many of our local Emergency Management Offices are taking on high school students as interns in the fall. We had two interns this past year that were seniors and very much enjoy the interaction with them and we are going to be training students at that school in the Teen CERT program so they can institute a CERT program on campus. With that Public Safety career mindedness that they have, we anticipate it will take off as a school wide program very quickly, they will embrace and pass it on from year to year.

Paula Martel (Coordinator of Medical Reserve Corp of S. Nevada) Volunteers are ramping up for the back to school immunization clinics. We have volunteers who augment and do both the administration of the vaccines and help with the support role. We are also very involved in a new project call Veterans Village which is a temporary housing project which is and Econo Lodge in downtown Vegas. Our volunteers will have a medical clinic set up and we are increasing our screening. We are still doing about four or five events every month. We did 52 events in total last year. Try to keep our recruiting to a manageable level for two people who are managing those folks. We are pleased to have about 200 volunteers.

Sharon Harding (Metro Volunteer Program) Last quarter our volunteers dedicated over 37,500 hours to the community and department. We have 445 volunteers they wrote over 1800 handicap parking citations assisted at 50 traffic calls, instructed preparedness at 14 elementary schools that almost 2000 children attended and we had also attended a first aid and CPR class. One thing we are making sure of is everyone has completed the ICS 100, 200 and 700. Right now about 85% have and we hope to have 100% compliance by the end of August. We also assisted 63,000 visitors on the strip and at the airport.

Valerie: Carolyn could you send a summary of your intern program and what you are working on to get the teen groups together. I would like to forward that to Angela to be able to use for the youth preparedness being pushed this year. I think that's a great program you are doing and I would like to let the nation know what is going on in Nevada from that perspective. I would like the information from Paula, Carolyn and Sharon because I do a summary on a quarterly basis to send to the Governor's office to show what the different Citizen Corps and Medical Groups are doing in the state. It is critical for him to see what is being done, also if I could get information from Carson City and some of the other areas.

Irene Navis (Clark County) The Simple Truth Exercise encompassed a lot of Volunteer support and I want to recognize the American Red Cross, the Medical Reserve Corp, and students from the Veterans Tribute Academy. We had 46 agencies involved with 430 registered participants. We participated in the County Fair in one of the booths; we gave away our last 200 weather radios from a grant several years ago and we gave away 100 CDs with preparedness information on them.

Dave Hunkup (Tribal Nations) Alfreida Jake who has the CERT Program they are still doing ongoing trainings. There is a CERT training this weekend in Woodford with the Washoe Tribe. In June we had our Disaster-in-a-Box training, we had an exercise with the Disaster-in-a-Box on June 1st where we involved all the tribes in Nevada. It's a box that has communication equipment a satellite device to hook up and go on-line to tie into the WebEOC. They did an exercise of the ICS form 214 and filled it out and sent it in. It worked out pretty well; there are a few glitches to be worked on. Another exercise on June 19th, it was a National Exercise and (Inter Tribal Emergency Response Commission (ITERC) participated on it with the Federal Emergency Management Agency (FEMA) and the Nevada Division of Emergency Management (NDEM) was involved.

Valerie: Would like update on what you are doing on a regular basis. What types of training you are doing with the tribes, approx. amount of people being trained in the different areas so I can add that to the summary report.

SUB COMMITTEES INITIATIVES: Valerie Sumner and sub-committee chairpersons

A - Program Committee, Progress on the below items the program committee is working on.

- (1) Gap analysis: Valerie; have had no time to look at this. Rick and I will have to get together and figure out how to move forward with this. The information that was in the Gap Analysis received before, Annette said that she was involved with it with Kaydie. Will have to get with Annette to see what they were trying to accomplish with the Gap Analysis. Would like to set up a different Gap Analysis to get better figures in different areas

depending on responses for different areas. Unless somebody has a better idea on a Gap Analysis we might want to do.

Annette Kerr: If we could get together I can give you an in-depth of how and where the numbers came from and what the methodology was and how that was put together.

Irene: Maybe the Earthquake Council or a National Earthquake Study group, UNLV or UNR may have some benchmarks or other places that have done similar Gap Analysis that can be used as a template, model or mythology to see if that will work for us.

Valerie: Rick and I work with UNR Earth Quake Council we can get with them after talking with Annette.

- (2) Manual for volunteers the liability document came out from FEMA and I would like to add that into the liability portion of the manual. I need to get with Kelli Barratti from our Operations Section and find out how far they are with the WEB EOC and the different modules. Those are the types of things we can use for the volunteers and have a brief summary in the manual on how to look it up, what to do to add people in so they are all included in the WEB EOC modules.

Rick: This isn't when we had to go in front of the Executive Committee and make a commitment to update the Gap Analysis and manual. It is part of our Executive Order, they have asked for specific dates and we have to give the Governor's an update every six months on what we're doing and how we are progressing. We will be getting a little more assertive with these two items in the future.

B - By-Laws Committee: Valerie Sumner – Sam wanted me to let everyone know that she wants to get with Rick and I to go over the By-Laws and make update to that before the next meeting.

Rick: We are going to get Harry involved; we did the Earthquake Safety Council yesterday. Sam is going through our entire office all the Committees and Councils that we are involved with and we are standardizing and simplifying all of the By-Laws. We will get with you and have this for the next quarterly meeting.

Annette: Would like to thank all of the people who got some of the de-obligated fund to the Northeast.

C – Finance Committee, Rick Diebold – No information at this time.

FINANCIAL OVERVIEW OF FEDERAL DEPARTMENT OF HOMELAND SECURITY (DHS) GRANT FUNDING FOR CITIZEN CORPS PROJECTS: (Discussion) – NEVADA DIVISION OF EMERGENCY MANAGEMENT (NDEM) Staff:

FY12 FUNDING FOR CITIZEN CORPS PROJECTS: No discussion of comments at this time.

PUBLIC COMMENT: Irene: The Office of Emergency Management of Clark County is re-locating to the Fire Department, not official Fire Department employees but working on it. We will get the new address up to Valerie. Our emails and phone number will stay the same. Everything else stays the same.

Rick: The quarterly reports are extremely important because we submit those into Quarterly Report to the Federal Government. They like to hear what is taking place in these areas. Make sure they are complete and give a good picture of what you are doing. What you do is critical and I would like FEMA Region IX and FEMA headquarters to know that.

Dave Hunkup: On the quarterly reports is there some kind of format template that you want these in to assist me in putting this information together.

Valerie: No, just a summary of what you have done, what was done, how many people, what type of exercise. Just email it to me that would be great.

Rick: We do quarterly reports for all type of programs so we do have a template if you would like to have one.

Paula: Valerie could you please send us a date when you would like those so that I can put on my calendar.

Valerie: I can send out a monthly or quarterly reminder to you.

ADJOURNMENT: Acting Chairman – Meeting Adjourned