



## Meeting Minutes Emergency Preparedness Working Group

<b>Attendance Record</b>	<b>DATE</b>	Thursday, October 26, 2023	
	<b>TIME</b>	9:00 a.m.	
	<b>METHOD</b>	Zoom Teleconference Conference line #: (669) 219-2599 Meeting ID# 686 738 8625	
	<b>RECORDER</b>	Lisa Miller-Hobbs	
<b>Committee Members</b>	<b>Present</b>	<b>Non-Voting Membership</b>	<b>Present</b>
Lee Cabaniss—Esmeralda County	ABS	Jared Franco, Chair—NV Division of Emergency Management/Homeland Security (DEM/HS)	X
Eric Holt—Lincoln County	X	Gary Sampler-Department of Energy (DOE)/National Nuclear Security Administration (NNSA), Nevada Field Office	X
Scott Lewis—Nye County	X		
Paul Melendrez—Esmeralda County	X		
Michael Dalton—White Pine County	X	<b>Legal Staff</b>	<b>Present</b>
Billy Samuels—Clark County	X	Samantha Ladich—Senior Deputy Attorney General	X

### 1. CALL TO ORDER AND ROLL CALL

Chair, Jared Franco, Nevada Division of Emergency Management and Homeland Security (DEM/HS) called the meeting to order. Lisa Miller-Hobbs, DEM/HS performed roll call, and quorum was established for the meeting.

### 2. PUBLIC COMMENT

Chair Jared Franco opened the first period of public comment.

No public comment was provided during this period.

### 3. APPROVAL OF MINUTES

Chair Jared Franco

Paul Melendrez, Esmeralda County, moved for a motion to approve the draft minutes of the June 6, 2023, Emergency Preparedness Working Group (EPWG) Meeting. Scott Lewis, Nye, seconded the motion. Motion passed unanimously.

**4. ANNOUNCEMENT OF NEW EMERGENCY PREPAREDNESS WORKING GROUP (EPWG) CHAIR**

Chair Jared Franco introduced himself as the new Working Group Chair, indicating that he is the CFO for DEM/HS and is taking over for previous Chair Jon Bakkedahl, who has taken on a new position in Carson City. Chair Franco encouraged members to reach out to him with any questions or needs and indicated that he will be leaning on the members considerably in his new role as Chair.

**5. UPDATES ON THE NEW PROCESS FOR REIMBURSEMENT FOR THE EPWG GRANT**

Jared Franco, Chair, explained that up until now, DEM/HS has been trying to manage the EPWG grant the same way it manages the HSGP or EMPG grants, and noted that this has only resulted in creating more work for both DEM/HS and the grant applicants. As such, Chair Franco explained that DEM/HS will be changing the process to make it easier and more streamlined, indicating that because this is not a competitive grant, going forward, DEM/HS will sub-award the funds directly to the recipients on a five-year basis, and recipients will then continue to submit quarterly reimbursements and progress on the grant. Chair Franco shared the new sub-award form with the group, noting that recipients will still have to break out the budget of how the grant funds will be spent, the terms and conditions will appear below, and at the very bottom will be the incorporated documents, which include the scope of work, what funds will be spent on, the budget, and all the reporting requirements, along with the signature of the county representative. Chair Franco indicated his belief that this will streamline the process and make it significantly easier for recipients to receive their funds and continue the work being done to keep the county safe.

Pamela Hatty, Clark County, asked if EPWG '20 and '21 have gone away or if they are included in this process.

Chair Franco indicated that they have not gone away, and that this would be addressed in a later agenda item.

Billy Samuels, Clark County, asked if the five-year process will be affected if there is a change to the dollar amount.

Chair Jared Franco indicated that if there is a change, a new sub-award will need to be done.

Billy Samuels indicated that the issue when that occurs is that if there is a dollar amount change, Chief Samuels needs to check with his Board of County Commissioners to see the approval process on that side and indicated his desire to ensure that what to expect regarding changes be put into his agreement with the county commissioners.

**DRAFT MEETING MINUTES 10 26 2023 to be reviewed at Winter EPWG Meeting**

Eric Holt, Lincoln County, asked for clarification on how the variable amount from year to year will be handled.

Chair Jared Franco explained that DOE will provide a grant for a five-year period, EPWG will meet to spread out the money over the five years, DEM/HS will receive their management costs, and it will all be laid out so that there will not be changes in the amount received during each of the five years.

Eric Holt questioned if anything has changed from DOE's side on how funds are being allocated to the six counties.

Chair Jared Franco indicated that nothing has changed in that regard.

Paul Melendrez questioned if because there is a five-year period for issuing annually to the counties, does that increase the amount that the state or the counties potentially could receive.

Chair Jared Franco explained that it does not--the funding will remain the same and will be broken out equally throughout the five years.

Judith Lyman, DEM/HS, reiterated that when DEM/HS applies for the funds every five years, the amount is broken out per county per year for five years, and therefore, the award is received back the same way for which it was applied.

Chair Jared Franco explained that to submit for reimbursement, a new Smartsheet portal has been created. Chair Franco indicated that DEM/HS is still ensuring that everything works correctly and shared the dashboard with the Group.

Paul Melendrez asked if anything changes with the amount of time an entity has to spend the funding.

Chair Jared Franco indicated that money will still have to be spent within the five-year period.

Eric Holt noted his belief that this will alleviate some of the workload for both sides.

Billy Samuels concurred, noting that it does look like it will ease some problems, and indicated his hope that any unintended consequences will be caught.

Ms. Tiffany, DOE, indicated her uncertainty as to the lag time between the counties and DEM/HS to DOE, but indicated that there does appear to be a lag where DOE shows more money than is actually available.

Chair Jared Franco explained that this new process may clean that up somewhat.

**DRAFT MEETING MINUTES 10 26 2023 to be reviewed at Winter EPWG Meeting**

Eric Holt asked if this will be in effect from now moving forward or if it will be retro to the last couple of years, and if the funding will be issued in that manner, as well.

Chair Jared Franco explained that this will take effect no earlier than with next year's allotment so as not to make things more confusing.

Patrick Lazenby, Nye County Emergency Management, asked if counties will be able to provide their finance departments access to this dashboard.

Chair Jared Franco indicated that counties could provide access to anyone they chose, and further indicated that the Smartsheet is free for counties to use, DEM/HS merely needs to invite the users as collaborators to provide full access.

**6. UPDATES FROM THE NEVDADA DIVISION OF EMERGENCY MANAGEMENT/HOMELAND SECURITY (DEM/HS)**

Brent Harper informed the Group that in the beginning of last April, those doing calibrations were very cold in northern Nevada. As such, this year, DEM/HS will be going to southern Nevada for the first part of April, followed by the Washoe County/Carson City/Douglas County area mid-April, and then northern Nevada at the end of April. Mr. Harper explained that this year the concentration will be more on areas where meters have not come in for calibration, as well as on locating old meters. Mr. Harper explained that in southern Nevada, meters will be traded out with the 26-1s, noting that these are very simple to use, but problematic in that they only go up to one rim. As such, Mr. Harper indicated DEM/HS would like to do a combination of the 26-3s and the 224-1s, which go up to almost 10,000 REM. Mr. Harper next indicated that there is a large WIPP training exercise tentatively scheduled for the following fall along the I-80 corridor. Mr. Harper concluded his presentation by informing the group that DEM/HS will offer a refresher training on radiation and meters while doing the calibrations.

**7. UPDATES FROM THE NEVADA DIVISION OF EMERGENCY MANAGEMENT/HOMELAND SECURITY (DEM/HS) GRANTS SECTION**

Chair Jared Franco introduced Judith Lyman, Fiscal Manager at DEM/HS, who will be the new point of contact for the EPWG grant for the subrecipients.

Judith Lyman, DEM/HS, provided the group with the balances for the current awards, but explained that DEM/HS is still waiting on DOE's approval of the balance forward and therefore will hold off on addressing those amounts until receiving formal approval from DOE. Ms. Lyman provided the following information for the '21 award: Clark County still has \$77,367.93 available; Elko County has not used any of its funding and has the full allotment available; Esmeralda County has \$31,232.73 available; Lincoln County and Nye County have not used any of their funding and have the full allotment available; and White Pine County has used

their entire '21 allotment.

Chair Jared Franco added that the '22 allotments were approved so DEM/HS will work with the grant side to get those pushed out and will let counties know when they are available.

Judith Lyman informed the group that each allotment will be released on July 1 of every year going forward, but that counties will have the full five years to use all of the money, with everything needing to be used by June 30, 2026.

Pam Hatty, Clark County, asked if EPWG '20 is gone.

Judith Lyman indicated that EPWG '20 was part of the prior five-year award.

Patrick Lazenby, Nye County, indicated that Nye County has two PCRs pending for the fifth year '21 EPWG, one to extend the project period, and one to move money around within the budget, and asked if this was with the new process.

Chair Franco explained that with the new process, DEM/HS will not be doing PCRs and that if budget changes from the original scope, that needs to be justified inside of the quarterly reimbursement progress report, and the money needs to be spent within the five-year grant award period. Chair Franco clarified that this will be on the new award coming out next year and indicated that he would check on the Nye County PCRs, noting that he has not received those yet.

Patrick Lazenby explained that everything is waiting to be purchased, but that the finance department will not issue the PO until they hear from DEM/HS that it is okay to move money from one piece of equipment to another piece of equipment.

Ms. Tiffany, DOE, reiterated that the new process between DEM and the counties does not change how DOE gets the funding from this grant, which is that it is a fee based on the amount of low level waste disposed of at the NNSS and as such, the amount that is actually finally funded will depend on how much waste is received at the site.

## **8. UPDATES FROM THE NEVADA DIVISION OF EMERGENCY MANAGEMENT/HOMELAND SECURITY (DEM/HS) GRANTS SECTION**

Chair Jared Franco introduced Judith Lyman as the manager of the new EPGW Grant process and explained that Rebecca Hanzlik, who was not present for today's meeting, will be the accounting assistant on the EPWG grant, assisting Ms. Lyman.

## **9. EPWG JURISDICTION PRESENTATION**

Michael Dalton, Emergency Manager for White Pine County, introduced himself and

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discussed the geography and demographics of White Pine county, noting that it is a rural area with a population of less than 10,000 located in eastern Nevada, with a land base less than 9,000 square miles. Mr. Dalton indicated that the residential areas of White Pine are Ely, Ruth, McGill, Baker, and Lyon, and that the tribal areas are the Ely Shoshone Reservation and the Confederated Tribes of the Goshutes. Mr. Dalton explained that White Pine County's land base consists of the following: 77 percent BLM; 1 percent Park Service; 13 Forest Service; 1 Fish and Wildlife; 1 BIA; 2 State of Nevada Ministers; less than 1 local government; and 5 private. Mr. Dalton explained that White Pine's transportation infrastructure includes Highways 6, 50, and 93, the Nevada Northern Railroad, and County Airport. Mr. Dalton explained that the Emergency Department is open Monday through Friday, 7:00 to 3:00 with the main office at the Old Courthouse at 801 Clark Street, Ely, Nevada. Mr. Dalton indicated that the EOC is on the McGill Highway and provided his cell phone number to the group. Mr. Dalton next thanked Emergency Manager Assistants, Tabitha and Delaney, noting that they have helped him greatly with the grants and the transition. Mr. Delaney next discussed White Pine County's request to de-obligate 2016 funds, as well as White Pine's requests for funding with a breakdown of what the funds would be used for.

**10. PUBLIC COMMENT**

Chair Jared Franco opened the second period of public comment.

Billy Samuels congratulated Chair Franco on his new role.

Jon Bakkedahl, Carson City Emergency Manager spoke about upcoming training that will be offered, a radiation specialist class in northern Nevada. Mr. Bakkedahl indicated that Station 52 will be the facility hosting this 40-hour specialist course in either late April or early May. Mr. Bakkedahl explained that this is an excellent opportunity for hazmat specialists to become subject-matter experts on scene for radiological events, but warned that this is a fairly difficult, math-intensive training and as such, urged the members to choose someone with a good level of math and ability to make decisions on behalf of the county for the training. Mr. Bakkedahl explained that this is a regional training that will include Utah through Colorado, up through Wyoming, Montana, and the western states.

There were no additional public comments.

**11. ADJOURNMENT**

Chair Jared Franco called for a motion to adjourn the meeting. Scott Lewis motioned to adjourn. Eric Holt seconded the motion. Motion passed unanimously. Meeting adjourned.