

NEVADA HAZARD MITIGATION WORKING GROUP CHARTER

I. Authority

The Nevada Hazard Mitigation Working Group (“Working Group”) is established through the authority contained in Nevada Revised Statutes (“NRS”) Chapter 414, which authorizes the Chief of the Nevada Division of Emergency Management (“DEM”) to carry out the emergency management program for the State of Nevada.

II. Purpose and Mission

The purpose of the Working Group is to advise the Chief on hazard mitigation assistance (“HMA”), which includes planning, projects, and policies. All hazards, including natural and man-made, may be considered, and the Working Group should adhere to the State Hazard Mitigation Plan prepared in accordance with the federal Disaster Mitigation Act of 2000. Specific charges to the Working Group are to:

1. Provide recommendations for the implementation of the State Hazard Mitigation Plan, through the following actions:
 - a. Encourage local and regional, multi-jurisdictional governmental agencies, and the private sector to prepare their own hazard mitigation plans; and
 - b. Support the preparation of appropriate proposals from state agencies and encourage local and regional, multi-jurisdictional governmental agencies to submit proposals for HMA in Nevada; and
 - c. Review and rank proposals submitted for HMA and make recommendations to the Chief for priorities for funding; and
 - d. Assist DEM in the preparation of formed proposals to FEMA for HMA; and
 - e. Promote activities that contribute toward building disaster-resistant communities throughout Nevada; and
 - f. Assess risks from hazards in Nevada and use risk assessments in the development of Hazard Mitigation Plans and in the evaluation of proposals for HMA.
2. Review and recommend revisions to the State Hazard Mitigation Plan, as requested by the Chief and/or required by state or federal law, or as needed.

III. Membership

Members will be appointed by, and serve at the pleasure of, the Chief of DEM. Working Group members will serve a three (3) year term with no limit to the number of terms, provided they are reappointed by the Chief of DEM.

The Chief may appoint membership to meet the following minimum representation:

1. An individual representing local government emergency management within Nevada.
2. An individual representing economic development.
3. An individual representing land use development.
4. An individual representing housing.
5. An individual representing health and human services with a statewide view.
6. An individual representing infrastructure within Nevada.
7. An individual representing natural and cultural resources, preferably from one of Nevada's 27 federally recognized tribes.
8. A subject matter expert for each of Nevada's key hazards:
 - a. Earthquake
 - b. Wildland Fire
 - c. Flood
 - d. Pandemic
9. An individual representing weather and meteorological expertise.
10. Any other members the Chief finds to be beneficial for the discussion to improve Nevada's resilience.

The Chief of DEM expects that members will attend every meeting of the Working Group. If a member demonstrates a pattern of non-participation, the Chief of DEM will conduct appropriate membership actions, up to, and including, removal from the Working Group.

IV. Officers and Duties

The Officers of the Working Group shall consist of the Chair and Vice Chair.

- a) Chair – The Chair is appointed by, and serves at the pleasure of, the Chief of DEM. The Chair is the leader of the Working Group and will be the presiding officer at all meetings.

The Chair shall provide reports to the Chief of DEM on or before December 31 of each year detailing the activities of the Working Group.

- b) Vice Chair – The Vice Chair is elected by the membership of the Working Group. The Vice Chair will serve a one-year term starting on January 1. In the absence of the Chair, the Vice Chair will assume the responsibilities of the Chair.

There is no limit to the number of terms that a member can serve as the Chair or Vice Chair. Only members of the Working Group are eligible to serve as the Chair or Vice Chair of the Committee.

V. Meetings

Working Group meetings will be called quarterly or at the request of the Chief.

All meetings are subject to the Nevada Open Meeting Law contained in Chapter 241 of the Nevada Revised Statutes.

VI. Voting

A simple majority of voting members present at a Working Group meeting constitutes a quorum for the transaction of business pursuant to the Nevada Open Meeting Law.

Proxies are not recognized by the Nevada Open Meeting Law; proxies do not count toward a quorum and are not permitted to vote.

VII. Administrative Support

The State Hazard Mitigation Officer will be responsible for administrative support to the Working Group with assistance from the Chief's Administrative Assistant or designee.

VIII. Communications

DEM will maintain a portion of their webpage to present Working Group meeting materials to the public in accordance with Open Meeting Law provisions. This webpage will also include items the State Hazard Mitigation Officer and/or this Working Group finds useful to share with our Nevada community to enhance our resilience through hazard mitigation tools, techniques, and practices.