



Meeting Minutes Resilience Commission

Attendance	DATE		October 25, 2018						
	TIME		9:00 A.M.						
	LOCATION		Nevada Division of Emergency Management State Emergency Operations Center 2478 Fairview Drive Carson City, NV 89701						
	METHOD		Video-Teleconference						
	RECORDER		Karen Hall						
Commission Member Attendance									
Member Name	Present	Member Name	Present	Member Name	Present	Member Name	Present	Member Name	Present
Caleb Cage	X	Cassandra Darrough	X	David Hunkup	X	Carolyn Levering	X	Rachel Skidmore	X
John Steinbeck	X	Craig dePolo	X	Jeremy Hynds	X	Connie Morton	X	Corey Solferino	X
Roy Anderson	X	Michael Dietrich	X	Aaron Kenneston	Abs	Todd Moss	X	Malinda Southard	X
Solome Barton	X	Dave Fogerson	Abs	Graham Kent	X	Shaun Rahmeyer	X	Mike Wilson	X
Bunny Bishop	X	Jeanne Freeman	X	Annette Kerr	X	Andy Rasor	X	Stephanie Woodard	X
Felix Castagnola	X	Melissa Friend	X	Mary Ann Laffoon	X	Carlito Rayos	X		
Bart Chambers	Abs	Mike Heidemann	X	Chris Lake	X	Misty Robinson	X		
James Chrisley	X	Eric Holt	X	Bob Leighton	X	Jim Seebeck	Abs		
Legal Representative				Entity				Present	
Samantha Ladich – Sr. Deputy Attorney General				Nevada Attorney General's Office				X	
Support Staff Analyst				Entity				Present	
Karen Hall - Analyst				Nevada Division of Emergency Management				X	
Robert Plant - Tech Support				Nevada Division of Emergency Management				X	
Paul Burke – Tech Support				Nevada Division of Emergency Management					

1. CALL TO ORDER AND ROLL CALL

Chief Caleb Cage, State Administrative Agent (SAA) called the meeting to order. Meagan Werth-Ranson, Division of Emergency Management and Homeland Security (DEM) performed roll call. Quorum was established for the meeting.

2. PUBLIC COMMENT

Chief Cage opened discussion on public comment. No comment was presented in either venue.

3. INTRODUCTION OF THE RESILIENCE COMMISSION ESTABLISHED BY EXECUTIVE ORDER (EO) 2018-4, IMPLEMENTATION OF NEVADA'S STATEWIDE RESILIENCE STRATEGY

Chief Cage welcomed the Commission members and went over administrative instructions for the Commission and public attendees. Deputy Chief John Steinbeck, Urban Area Administrator (UAA) spoke changes before the Commission that will affect the business of emergency management throughout the state with the goal of being a national model. The bar is set high due to the risks involved with strategic change. It was noted that there will be challenges and unknowns in this process, but the goal is to look for solutions. The committee functions absorbed by the Commission addressed funding associated with vital projects and the process entailed fighting over funds for quality projects. The Homeland Security Working Group process has worked extremely well in past years; however, it is not focused on statewide strategies or building relationships. With the new structure, the Commission can more readily share resources and maximize

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relationships. Whereas before, when committee actions remained non-actionable, those functions now have a path to move toward the Commission or the Governor. Barriers can be removed, and the process and predictability can be improved through efficiency. Chief Cage spoke to specific goals for this meeting to help frame this path. The Commission meetings are intended to be organizational with numerous actions that will lead to putting in place the strategy approved by the NCHS earlier this year. This meeting is information heavy on purpose, and dialogue is welcome. Moving forward, the intention is to ensure dialogue continues. Chief Cage spoke to the large number of boards and committees both absorbed and remaining outside of the Commission, and the difficulties in taking the fruits from those bodies and move them toward a single focus. Where there used to be multiple meetings per month, that energy will now be focused into a single meeting. Setting expectations early, the Commission will meet monthly, and the meetings may be lengthy.

Chief Cage provided an overview of the historical events leading up to the creation of this Commission emphasizing the emergencies and disasters that occurred in 2017. The response to such occurrences could be looked at as an anomaly or as an opportunity to strengthen Nevada via a paradigm shift. Included in the overview was the approval of a resilience model by the NCHS, the creation of Executive Order 2018-4 and its associated requirements, and budget recommendations put forth to address changes required. The primary component of the Statewide Resilience Strategy is this Commission, and the objectives include streamlining the public body structure and the administrative grant process. Emphasis was placed on the importance of the public body work done previously, and the necessity in leveraging capabilities and elevating policy changes. The goal is to reduce duplicative efforts and create a transparent system of systems that brings experts together to address issues facing Nevada. The membership of the Commission brings expertise of grant project history and the knowledge to address significant issues facing emergency management in Nevada. As part of the shift, Nevada has developed a Disaster Recovery Framework designed to address what emergency support functions need to do short term, mid term, and long term to recover from disasters and emergencies, and the Commission will be used to respond to identified capability gaps and enhance resiliency in a whole community approach. Planning, training, and exercise efforts will be crucial to resilience efforts. An ongoing annual assessment will be developed to capture the collaborative efforts associated with achieving desired goals. Momentum is crucial to move this model forward, and the Commission is the driver of that success. Overviews, updates, after actions, and lessons learned will be integral in upcoming meeting agendas, and opportunities will be given to address hazard and discipline specific issues.

In November, there will be a more structured agenda moving forward. Time is not on our side regarding transformation. In order to make sure the Commission is in sync, it needs to meet with objectives and deliverables for every meeting and prepared to make decisions at that time. For the Homeland Security Grant Program, one of the things the Co-Chairs are tasked to do is to come back with a list of sustainment projects believed too costly to not continue for the state. These are established and proven projects that have grown over time. The Commission will be asked for input on 10 projects that are the most crucial. This process started six months ago with the Threat and Hazard Identification Risk Assessment, and the ball kicks in gear in January 2019. The goal is to move into 2019 with a full set of recommendations for the NCHS. Instead of just voting on specific core capabilities, voting will move toward sustainment of capability. Anything that comes in beyond that will be competitive. Discussion ensued with requests from Dr. Craig dePolo, University of Nevada Reno Mines and Geology, to provide examples of sustainment projects. Chief Cage spoke to Community Emergency Response Team (CERT) efforts as an example of a force multiplier to assist with response and recovery efforts.

Additional information was provided on efforts to crosswalk statewide emergency management strategic plans within the resilience strategy. Processes put in place need to be responsive, accountable, and collaborative. Timelines will be developed to drive monthly deliverables of this Commission, and will be provided for input. There are several areas that still require discussion and clarification, specifically with the Emergency Management Performance Grant and Hazard Mitigation requirements. The Commission will be

asked for activity updates, and will have the capability to create subcommittees for limited 6-month periods, to address specific projects. The Commission, as a result of absorbing numerous functions, will be the voice for activities and deliverables associated with the public bodies absorbed.

Jeannie Freeman, Carson City Health and Human Services, presented concern on familiarity of acronym usage, and expressed interest in obtaining an acronym glossary that can be included with the meeting materials. Deputy Chief Steinbeck spoke to concerns of absorbing many of the public body functions, and he did not want to minimize those concerns. He urged communication moving forward if things need to change. This Commission is comprised of the best talent throughout the state, and there will be homework. It will not be a Commission that is idle. Carolyn Levering, City of Las Vegas, spoke to concerns on whether all of the members had institutional knowledge on what many of the absorbed functions bring to the table, and this would be an opportunity to share that knowledge. At this time, Ms. Levering requested that in addition to presentations, if Commissioners could receive a written summary from these groups noting history of concerns, hot topic items, and immediate concerns that would be extremely helpful to increase awareness. Carlito Rayos, Las Vegas Valley Water District, spoke to the courage and determination to push this framework forward, and he is honored to be a part of this Commission. Mr. Rayos spoke to specific concerns on how technical expertise will interact with the Commission stating an example from hazard mitigation. Chief Cage spoke to this being the difficult stage of this process. What is envisioned is that the Hazard Mitigation Grant Program will rely on the State Hazard Mitigation Officer, the function of the planning subcommittee, asking for presentations on each body absorbed, and any other tool necessary. The goal is to create a foundation, with the state staff administering the process. Nevada retained its enhanced mitigation status resulting in real projects being put in place at the community level, and it's important to maintain the that function.

Graham Kent, University of Nevada Reno Seismology, asked if everyone could introduce themselves for visibility. Chief Cage agreed, and postponed that request after a short break. Upon return from break, roll call was performed.

** Meeting Break at 11:20am; Meeting resumed at 11:30am with quorum **

The meeting reconvened, and Chief Cage called for members to introduce themselves as requested. Members provided their introductions including their positions and current roles. Chief Cage spoke to the roles of the absent members, and requested that all members provide DEM administrative staff with short 3-5 sentence biographies that can be used for reference and be included in the annual report.

4. APPROVAL OF RESILIENCE COMMISSION BYLAWS

Chief Cage presented the Commission with the draft bylaws for review. Emphasis was placed on the mission and purpose of the Commission. An initial motion to approve the bylaws as presented was given by Mike Heidemann, Churchill County, and a second provided by Jeremy Hynds, City of Henderson. Discussion ensued to include the following highlights:

- David Hunkup, Reno Sparks Indian Colony, spoke to the necessity of creating a meeting schedule moving forward for planning purposes in addition to clarification on attendance requirements within Section VIII of the bylaws. Chief Cage indicated that the attendance requirement is meant to address members missing 2 or more consecutive meetings; however that is up for discussion. Graham Kent suggested a language change in Section VIII reflecting the following in the event absence was due to circumstances beyond the Commissioner's control: "Any member who misses more than two (2) consecutive meetings *may* be removed from the Commission.";
- Chief Cage indicated that the first sentence of Section II be amended to include Mitigation and correction to NRS reference;

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- Dr. Craig dePolo, University of Nevada Reno Mines and Geology, inquired on the process should there be a need for a tie breaking vote as a result of motions presented. Samantha Ladich indicated that motion fail under law if there is a tie vote;
- Dr. Chris Lake, Nevada Hospital Association, addressed Section VI and whether the language presented leaves enough room for the Commission to address important issues. Samantha Ladich, Senior Deputy Attorney General, indicated that this Commission is tasked with performing the majority of work required, and Chief Cage indicated that as the Chief of DEM, he has the ability to create committees under his authority. If necessary, an additional committee could be added to the bylaws. Dr. dePolo indicated that as long as there is that ability, the bylaw's current language is good. Additional concern was presented by Annette Kerr, Elko County, in adding more committees as the goal of resilience is to streamline the process. Ms. Kerr believes the bylaws should stay at two maximum subcommittees;
- Discussion on fixing any reference to Resiliency Commission to Resilience Commission;
- Carlito Rayos inquired how open meeting law affects this body if there is a need for an emergency meeting and the need for quorum in that event. Samantha Ladich indicated there are qualifications under law governing that issue in addition to explaining to the group that it cannot convene outside of an open meeting or talk about issues under this authority. Chief Cage indicated his wish to have Ms. Ladich provide an Open Meeting Law presentation at the next meeting;
- Jeanne Freeman spoke to Section IV with concern on whether January 1st allows enough time each year to do the report indicated. Chief Cage indicated that the components of the report will be developed throughout the year, so the final product will be more easily developed and reviewed prior to submitting the report; and
- Additional discussion was presented to allow non-substantive or grammatical corrections as necessary in addition to how bylaws would be amended in the future. Per Chief Cage, bylaw changes would have to be amended. The suggestion to have bylaws as an amended item quarterly was well received.

Chief Cage called for a new motion based upon the changes discussed, and Mike Heideman motioned to approve with changes stated in sections II, VIII, and X in addition to non-substantive or grammatical corrections. Jeremy Hynds seconded the motion. All were in favor with no opposition. Motion passed unanimously. Bylaws will be updated with approved changes and distributed to the Commission as well as put on January 2019's agenda for any revisions.

5. GRANT PERFORMANCE REVIEW

Chief Cage referred to previous discussion on this topic and added that future meetings will address full updates on all grants administered by DEM including grant performance to pursue changes or necessary requirements moving forward. Additional discussions will include Emergency Management Performance Grant (EMPG), HSGP, and Hazard Mitigation grants. Carolyn Levering inquired on how the Commission would interact with the Nevada Commission on Homeland Security (NCHS) its Finance Committee. The Commission is intended to advise for all grants administered including HSGP based on sustainment requirements per the Statewide Resilience Strategy. That process includes absorbing the previous Homeland Security Working Group vetting and recommendation process, and then forwarding that to the Finance Committee and NCHS. Other changes focus on sustainment and critical input from advisory functions including cybersecurity and communications. The Cyber Security Committee will become advisory to the Office of Cyber Defense Coordination (OCDC), and Shaun Rahmeyer will report to the Resilience Commission those findings. The function of the Nevada Public Safety Communications Committee (NPSCC) will be absorbed by this Commission.

6. PUBLIC BODY MONTHLY UPDATES

Chief Cage spoke in reference to much of the information regarding this agenda item as covered already, but emphasized future agendas will include ongoing standing updates for ongoing standing committees, commissions, and boards in addition to presentations from absorbed bodies to provide baseline information to the Commission. Misty Robinson, Southern Nevada Health District, offered updates from the State, Local, Tribal, and Territorial Government Coordinating Council (SLTTGCC) with Chief Cage agreeing that would be a good idea. Dr. Lake asked for clarification if the Hazard Mitigation Planning Committee would be an outside body, with Chief Cage clarifying the function of that body will be absorbed.

7. DISCIPLINE SPECIFIC MONTHLY UPDATES

Chief Cage spoke to the discipline specific monthly updates moving forward for those initiatives not covered under existing public bodies. Annette Kerr inquired if updates would include the State Emergency Response Commission, with Chief Cage indicating that would be added for consideration.

8. DIVISION OF EMERGENCY MANAGEMENT (DEM) OPERATIONS BRIEFING UPDATES

Chief Cage spoke to future agendas including updates on current DEM, local, and tribal operations in the areas of planning, training, exercise, emergency or disaster information, and after action reports developed.

9. PLANNING SCENARIO UPDATES

Chief Cage spoke to the number of emergency response plans DEM receives and various due dates. Current work is being done to update legislation to make due dates more cohesive. Additional efforts are being applied to address wide-ranging due dates for many other planning reports, and the goal is to inform the Commission on that process moving forward to be more proactive and less reactive. Mike Heidemann indicated that school plans are confidential per NRS 388, and if there's a way for the Commission to review such plans under state law. Chief Cage indicated that DEM's current role is compliance only, and there is no provision in current statute to approve such plans. The Chief has no intention of bringing confidential plan information to the Commission.

10. DISCUSSION ON IMPLEMENTING THE RESILIENCE COMMISSION MEETING SCHEDULE

Chief Cage opened discussion on the implementation of the Resilience Commission meeting schedule. Emphasis was placed on establishing a 30-day meeting cycle, and the input required from the Commission on establishing how to make that happen. Discussion ensued on methods to establish dates moving forward with agreement on polling the Commission for the best day of the week and week of the month. DEM administrative staff will perform the polls necessary to establish a meeting schedule for November, December, and meetings throughout in 2019.

11. PUBLIC COMMENT

Chief Cage opened discussion for public comment. Deputy Chief Steinbeck requested a contact list be distributed to Commissioners listing business contact information.

12. ADJOURN

Chief Cage called for a motion to adjourn the meeting. A motion was presented by Dr. dePolo, and a second provided by Annette Kerr. Meeting adjourned.