



Meeting Minutes Emergency Preparedness Working Group (EPWG)

Attendance	DATE	Wednesday, January 28, 2015	
	TIME	1:00 P.M.	
	LOCATION	Nevada Division of Emergency Management State Emergency Operations Center 2478 Fairview Drive Carson City, Nevada 89701	
		Clark County Fire Station #18 575 E. Flamingo Road, Third Floor Conference Room Las Vegas, NV 89119	
	METHOD	Teleconference	
RECORDER	Janell Woodward		
Committee Members	Present	Staff and Others	Present
Richard Martin	X	Kelli Anderson (Staff)	X
Jeff Knudtson	X	Sonja Williams (Staff)	
Irene Navis	X	Marina Crounk (Staff)	
Rick Stever	X	Janell Woodward (Staff)	X
Russ Peacock		Sophia Long (DAG representative)	
Ken Elgan		Dave Drew (Staff)	
Vance Payne	X	Jon Bakkedahl	X
		Melissa Molt	X
		JD Boteler	X
		Elaine Zimmerman	X
		Chudi Onowu	X
		Carol Dinsman	
		Janet Appenzeller-Wing	
		Karen Taylor (Clark)	X
		Sarah Bradley (DAG representative)	X
		Jennifer Delgado (White Pine)	X
		Justin Luna (NDEM)	X
		Eric Wilson (NDEM)	X

1. CALL TO ORDER AND ROLL CALL.

Chair, Rick Martin called the meeting to order. Janell Woodward called roll and a quorum was established.

2. PUBLIC COMMENT.

Rick Martin opened the meeting for any public comment. Rick Martin stated that Russ Peacock retired and Brett Waters is his replacement. Jennifer Delgado was in attendance to represent Brett Waters. Rick wished Russ well in his retirement.

3. APPROVAL OF MINUTES.

Rick Martin asked if everyone had a chance to review the minutes from the prior meeting and asked for any changes. The only change was that Elaine Zimmerman and Missy Molt were both in attendance. There were no other changes. Rick Stever made a motion to approve the minutes and Irene Navis seconded the motion. There was no further discussion and the motion passed unanimously.

4. UPDATE ON THE FFY2012-FFY2014 EPWG GRANT BALANCES.

Kelli Anderson provided the allocation and balances for FFY 2012 through 2014 per county.

FFY 2012a was the year that Rick Martin and Kelli Anderson first took over the EPWG grant program. Amounts are according to NDEM and not according to quarterly reports.

For 2012a:

Clark County: Total awarded \$32,456 with balance of \$9,446

Elko County: Total awarded \$37,760 and spent \$37,760

Esmeralda County: Total awarded \$104,166 with balance of \$42,828

Lincoln County: Total awarded \$69,000 with balance of \$69,000

Nye County: \$103,618 and spent \$103,618

White Pine County: \$82,000 with balance of \$21,666

For 2013:

Clark County: \$50,524 with balance of \$50,524

Elko County: \$71,636 with balance of \$5,244

Esmeralda County: \$116,470 with balance of \$50,656

Lincoln County: 111,150 with balance of \$49,517

Nye County: \$127,970 with balance of \$32,673

White Pine County: \$84,780 with balance of \$46,601

For 2014:

Clark County: \$30,000 with balance of \$30,000

Elko County: \$33,000 and spent all funds

Esmeralda County: \$106,840 with balance of \$56,840

Lincoln County: \$121,620 with balance of \$121,620

Nye County: \$87,840 and spent all funds

White Pine County: \$120,700 with balance of \$120,700

Kelli stated she has been working outside of the office so is unaware at this point of which quarterly financial reports (QFRs) have come through at this point.

Elaine Zimmerman, Lincoln County, had some questions regarding FFY2012 and Kelli stated that they have are pretty much to the penny on funding and expenditures moving forward. Kelli reminded everyone to contact NDEM if they need anything and that will often get a quicker response by email than on the phone.

5. UPDATE TO FFY12-FFY14 EPWG GRANT PROJECT CHANGES.

At the last meeting, Lincoln County stated they had funds remaining due to money donated by other counties and they wished to utilize this slightly over \$8000 for training. They would like to use unspent prior funds from supplies and operating category and move that money to training. Vance Payne made a motion as stated by Elaine Zimmerman and Irene Navis seconded. The motion passed unanimously.

Irene Navis stated that at the last meeting they asked for concurrence on a change to their work plan and allocation of funding for FY2013. The Southern Nevada Health Care Coalition was able to work out an arrangement with DOE for some free technical assistance and the \$17,000 amount is going to be adjusted. Clark County was made aware of an additional set of monitors for the Armor Team and last meeting they requested money for Armor Team monitors. They would like to include money for the same type of monitors for the Las Vegas Metropolitan Police Department Armor Team. This is a similar request for monitors as previous. They removed their original request for PHD6 monitors for Hazmat; they believe the funds will be a wash with no additional funding needed. If approved today from the committee, Clark County will submit their project change request utilizing 2013 funds.

Vance Payne made a motion to approve Irene's request, not to exceed 2013 award amount and possibly 2014 with the understanding that this process will be moving forward. Jeff Knudtson seconded the motion. The motion passed unanimously.

There were no other project change requests.

6. UPDATE OF FFY15-FFY16 APPLICATION AND BUDGET STATUS.

Rick Martin reiterated that only two modifications have been received and we are still waiting on two modifications. As discussed and approved in prior meetings, distribution of funds will come once all the modifications have been received. Kelli Anderson has been doing a lot of work on a new application and budget making it very user friendly.

Kelli Anderson explained that she took the existing information from award documents with the exception of the narrative and put it into an Excel document making it more user friendly for everyone to explain what they would like to do. The first modification that came in is \$260,000 with another modification for \$140,000. Estimates are unclear at this time but Kelli stated that we are looking at about the same amounts of about \$570,000. These applications will be going out to the counties soon. NDEM will collect those applications back and roll them into the new application and then come back to the group with the spreadsheet in priority fashion as last year so that the group can easily vote at the next meeting. The same priorities noted last year will be utilized and then they can be changed as needed. The federal application will need to be submitted in May. The goal is to allow the group to have only one grant award to manage instead of multiple awards which should be easier for everyone.

Rick Stever asked about when this would be available. Kelli stated she would like to get it out in February so that everyone had enough time to work on their applications. The goal is to get this information out the third week of February and give everyone a couple of months to work on it.

There was some confusion regarding what funding exactly was being discussed. Kelli Anderson explained the funding being discussed and the fact that the group had decided to wait for all modifications for the year to come in prior to distributing funds according to priorities. Kelli assured everyone that she would provide her spreadsheet and this would likely make it clear to everyone. Everything is on time as it is supposed to be. It was also decided that change in terminology has also helped to confuse things.

Kelli indicated that the 2015 funds will be available once the modifications are received which will be late summer. Funding will likely become available sometime in the Fall of 2015. The exact timing is unknown until the third modification is received. There was also confusion regarding the state and county fiscal years versus the federal fiscal year.

Kelli let Jennifer Delgado from White Pine know that they will receive a packet with all the historical information so they understand the EPWG since taking over for Russ Peacock.

7. DISCUSSION BY COUNTY REGARDING PERFORMANCE PERIOD NEEDED TO COMPLETE PROJECTS.

Kelli Anderson opened this agenda item up for discussion regarding challenges that each county is having with performance periods.

Elaine Zimmerman indicated that for Lincoln County, the issue has been with the environmental process. Kelli stated she felt the environmental issue is a unique situation and assured Lincoln County that she is working on their situation. Rick Stever asked about the timing. Some discussion ensued and Rick Martin assured Rick Stever that NDEM will be working with DOE to resolve this issue.

However, DOE originally wrote the grant with a one-year performance period in place and Kelli indicated that NDEM is working on trying to get a two-year performance period so that the counties are able to utilize the full two-year performance period in completing their projects. This was clarified in the fact that it would be two years from each modification and looking at the grant as one long grant, the performance period has really been somewhere around 15-16 years. Vance Payne from Nye County agreed that two years for a performance period would be great for the counties.

8. UPDATE ON THE NDEM ASSISTANCE IN PLANNING, TRAINING AND EXERCISE AND CALIBRATIONS PROJECT.

Rick Martin stated that another grant was received, the Waste Isolation Pilot Program (WIPP) protecting the I-80 corridor. Dave Drew has been working on getting classes in place in Reno and Sparks from February 9-26.

EPWG approved funds for Dave to help each of the counties with training, equipment and equipment calibration, etc, and Rick encouraged everyone to get in touch with Dave regarding what their needs are.

Jon Bakkedahl with the State of Nevada is also working with Clark County. Jon stated the Reno classes go from February 9 to March 19 for both the Compressed MERRTT and the technician level MERRTT and then in the South they are trying to schedule March 16 in Las Vegas for a healthcare course specifically for hospital decontamination teams. There will be training in Nye County they week before. They also are in need of first responders who do not have to be fire and Hazmat but can be NHP, CST and EMS groups to participate in a third day of training to correspond.

Dave and Jon are additionally trying to set up some more basic training that is needed.

Rick asked a question about an agreement between the Governor's office and the Energy Secretary's office out on December 23 wondering whether this would have a large impact on the EPWG and whether we should step up and expedite training and calibration opportunities. Jon stated this was regarding the U-233 shipments out of Oak Ridge that has been in the plans for several years. Jon felt it might be about a year before this happens and there is no specific date yet. Jon's office will be the office notified when the shipments will occur and they will notify Nevada Highway Patrol (NHP). The Governor did sign off on this so it will take place. These shipments are being called "cusp" shipments of U-233.

Rick Martin asked that an update for these shipments be made an agenda item going forward to ensure everyone receives the latest updates.

9. CLARK COUNTY UPDATE

Irene Navis asked that her update be deferred due to illness and difficulty speaking. The Clark County update will be moved to the next meeting of April 29, 2015.

10. LINCOLN COUNTY UPDATE

Rick Stever thanked the group for the opportunity to participate in the EPWG. Most of the Lincoln County Emergency Management office is funded by EPWG. Rick Stever sent a few handouts that were provided to everyone as an overview of the EPWG projects Lincoln County have completed. Lincoln County also provided a short video demonstrating their new ambulance power lift that has made it much easier for the female EMS staff. Rick also said the ambulance chassis that the group came together to fund in an unplanned situation has been greatly appreciated and been put to good use making a difference in saving lives.

Rick also discussed the training, shelter and communications projects and challenges they have had.

Kelli stated there is a program that NDEM helped to fund called "Disaster in a Box" which is a satellite phone and all ICS documentation needed to be rolled out on the hood of a car. Kelli stated she might be able to assist in the possibility of obtaining this item for Lincoln and/or other counties. She will work offline with Lincoln County for this.

Rick thanked Elaine Zimmerman for all of her help for Lincoln County. The group stated their appreciation for the great presentation from Lincoln County.

11. REMINDER OF REMAINING 2015 QUARTERLY MEETINGS

Rick Martin announced the following dates for 2015 meetings including April 29, 2015, July 29, 2015, and October 28, 2015, all at 1 pm.

12. PUBLIC COMMENT

Rick Martin asked for public comment in the north and the south and there were none. Rick thanked Chudi and Carol for all of their help. Rick also thanked Kelli, Sonja, Marina, and Janell for all of their help with EPWG.

13. ADJOURN.

Rick Stever made a motion to adjourn. Vance Payne seconded. All were in favor and the meeting was adjourned.