



Meeting Minutes

Emergency Preparedness Working Group

Attendance Record	DATE	Thursday, July 18, 2024	
	TIME	9:30 a.m.	
	METHOD	Zoom Teleconference Conference line #: (669) 219-2599 Meeting ID# 686 738 8625	
	RECORDER	Loren Borst	
Committee Members	Present	Non-Voting Membership	Present
Lee Cabaniss—Elko County	X	Jared Franco, Chair—NV Division of Emergency Management/Homeland Security (DEM/HS)	X
Eric Holt—Lincoln County	X	Tonya Moon-Department of Energy (DOE)/National Nuclear Security Administration (NNSA), Nevada Field Office	ABS
Scott Lewis—Nye County	X		
Paul Melendrez—Esmeralda County	X		
Vacant—White Pine County		Legal Staff	Present
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. Loren Borst, 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

Lee Cabaniss, Elko County Emergency Manager moved for a motion to approve the draft minutes of the April 18, 2024, Emergency Preparedness Working Group (EPWG) Meeting. Paul Melendrez, Esmeralda County Emergency Manager, seconded the motion. Motion passed unanimously.

4. EPWG BALANCE FORWARD UPDATE

Judith Lyman, DEM/HS Fiscal Manager, explained to the board that according to DOE the balance forward was still with legal and did not provide an exact date as to when it would happen.

Chair, Jared Franco, Nevada Division of Emergency Management and Homeland Security

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(DEM/HS), noted that this had been a work in progress for over a year, and that the word that the balance forward would be received was a couple of years ago. Chair Franco explained that they just wanted to bring to the table options of what would happen if the balance forward was not received. Chair Franco also noted the issue at hand is the longer it takes to get the balance forward, the less time is available to spend the money.

Judith Lyman, DEM/HS Fiscal Manager, agreed to send out a spreadsheet that indicates, if the balance forward is not received, what each jurisdiction would have left for the next two years.

Billy Samuels, Clark County Deputy Fire Chief, recognized the effort and expressed appreciation on behalf of all parties. Chief Samuels also offered assistance in any way possible.

Sam Ladich, Senior Deputy Attorney General, stated she was unaware of the issue but would be happy to get involved to help DEM work on it.

All parties agreed to talk about it offline and create an email chain to determine the direction to go.

5. NEW GRANT SYSTEM UPDATE

Chair Jared Franco, Nevada Division of Emergency Management and Homeland Security (DEM/HS), explained that DEM is implementing a new grant software. Chair Franco noted that DEM had done the procurement and started the kickoff meetings, being in the third kickoff meeting to implement it within the division. Chair Franco stated it is going well, looks amazing, and is going to be a huge positive direction for the division to take it into more of the 21st century of paperless and digitization. Chair Franco also said this new system will give DEM the ability to manage EPWG the way it needed. Chair Franco noted the new grant award will not be until July 1, 2026, but wanted the group to be aware that all financials will most likely be moving into this system to keep it straight across the board. Chair Franco also explained that, depending on how well implementation goes over the next few weeks, it might be brought back to the committee for opinions on trying to load this grant into the new software system after being used for the other grants that are managed. Chair Franco also noted that the name of the software was Submittable.

6. RADIATION PROGRAM

Brent Harper, DEM/HS, explained to the board that all calibrations had been completed in April, covering approximately 150 meters across the state. Mr. Harper noted that NHP transferred about seven of the 2241-2 and he would be distributing those next year. Mr. Harper also spoke about classes along the I-80 corridor in Storey County, Burnley, Winnemucca, and Elko that were completed. Mr. Harper discussed WIPP-TREZ upcoming dates, mentioning that the current plan is to spend September 4th in Elko, the 5th in Winnemucca, and the 7th in Fernley. Mr. Harper also noted that there should be one of the WIPP trucks there that hauls the radioactive waste and that they would also do classes and exercises.

7. PUBLIC COMMENT

Chair Jared Franco, Nevada Division of Emergency Management and Homeland Security (DEM/HS), opened the second period of public comment. Chair Franco noted that the next meeting would continue with the counties doing presentations on what they are spending the funding for and asked for volunteers.

8. ADJOURNMENT

Chair Jared Franco, Nevada Division of Emergency Management and Homeland Security (DEM/HS), called for a motion to adjourn the meeting. Billy Samuels, Clark County Deputy Fire Chief, motioned to adjourn. Eric Holt, Lincoln County Emergency Manager, seconded the motion. Motion passed unanimously. Meeting adjourned.

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