

WHITE PINE COUNTY (WPC)
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) MEETING MINUTES

Meeting date: Tuesday, September 8th, 2020

Time: 10:00 am

Place: White Pine County Emergency Operations Center (EOC), 1150 North McGill Highway, Ely, Nevada, 89301

Present: Brett North, Pat Stork, Chris Garcia, Ed Spear, Scott Henriod, Tim Bunch, Jill Perez-Ward, Les Robison, Marian Perez, Mike Johnson, Bernadett Sena, and Tabatha Hamilton.

- I. Call to Order- **Called to order at 10:04 AM**
- II. Public comment- **Brett North asked if there was any public comment to which there was no response. No public comment was made.**
- III. Discussion for Possible Action: Approval of Agenda- **Ed Spear made a motion to accept the Agenda. Tim Bunch seconded the motion and the motion was carried.**
- IV. Discussion for Possible Action: Review & Approval of Minutes from 7/28/2020 Meeting- **Scott Henriod made a motion to accept the minutes. Tim Bunch seconded the motion and the motion was carried.**
- V. Discussion for Possible Action: Acceptance of Resignation by Ross Rivera- **This Item was not discussed.**
- VI. Discussion for Possible Action: Development of Contact list/ Flow Chart- **Brett North suggested that the list be sorted by entity like the State Emergency management call list. Tabatha Hamilton provided the group with an excel spreadsheet and suggested that it be used as it could be sorted by various items such as name, agency, or disaster type. Brett North suggested that it be all one list with divisions broken down for convenience rather than a bubble chart that tends to get large. Tim Bunch suggested more of a call tree that shows designation and flow of authority.**
- VII. Discussion for Possible Action: Development of Timeline for LEPC To-Do's- **Tabatha Hamilton brought a list of important events and dates that she knew of that could be combined in this timeline. Jill Perez-Ward asked if trainings would be included. Tabatha suggested that that anything that LEPC needs to remember be on it including trainings and annual membership renewals. Brett North asked when the next exercise needed to be done. Tabatha Hamilton clarified that SERC required at least a table top exercise by the first of each year. She explained that in previous years, the LEPC had used real-life events such as tanker roll-overs as an exercise for this but an actual exercise is required every three years and she was not clear on when the last non-real-event exercise was reported to SERC.**
- VIII. Discussion for Possible Action: Development of Community Key Entities List- **Tim Bunch suggested that entities such as the BLM, Airport, Mt. Wheeler, and**

Suburban Propane be included in case someone were to need to contact them in any event.

- IX. Discussion for Possible Action: Development of LEPC 5 Year Plan- Ed Spear made a motion to table this time. The motion was seconded by Tim Bunch and the motion was carried.**
 - I. Discussion for Possible Action: Development of LEPC Priorities- Scott Henriod made a motion to table this time. The motion was seconded by Ed Spear and the motion was carried.**
 - II. Discussion for Possible Action: Approval of HMEP Grant Application- Tabatha Hamilton updated that the Fy2021 HMEP grant that sends people to the annual Fire Shows West Training had opened for application but LEPC had just submitted an HMEP FY2020 Mid-Cycle application for Fire Shows West 2020. She explained that the dates were different this year with it stretching between fiscal years and that caused issues. She explained that there may be an extension for the LEPC's previous application so that the board does not have to do another application. She explained that she would report more at the next meeting.**
- III. Discussion for Possible Action: Potential Training/ Exercises- Tim Bunch suggested potential exercises that the LEPC could do. He mentioned things such as HAZMAT spills, gas line leak involving the assisted living or senior center, power outage combined with a massive fire and an earthquake with catastrophic results. Tim also suggested that the group needs to set a date and do an exercise. He explained that for over a year the group has been talking about an exercise but then nothing was done until time was limited. It was suggested that a date be chosen for the next exercise at the next meeting when a Co-chairman be selected. It was also brought up that the Fire Shows West is a HAZMAT training that is beneficial for most of LEPC and the first responders.**
- IV. Reports/ Updates from Committee Members- Tabatha Hamilton updated the group that she had talked to the County Clerk and was informed of the process to get the vacant member positions filled. She explained that any members that did not resign properly but are no longer on the board would need to have a letter from the board sent in for them. She explained that the letter would need to request that they be officially removed from the board. The Clerk would then advertise for the vacant positions in the following weeks. Tim Bunch volunteered to get the letter to the Clerk. After discussion of the procedure to get new members approved and sworn in, it was decided that an agenda item to approve a new co-chairman.**

Discussion for Possible Action: Future Agenda Items- A roll call item was suggested to help ensure that there are no issues with determining a quorum.
- V. Discussion for Possible Action: Next Meeting Date- It was suggested that a meeting within the next two weeks be planned in order to get a new chairman and get a date**

set for the next exercise. The next anticipated meeting date was planned for 9/22/2020 and would be a special meeting.

- VI. Public Comments- Bernadett reported that October 2nd, 2020 from 12:00pm -6:00pm is a tentative date for the upcoming flu shot drive through that will be held at the EOC. It was questioned whether or not this would work for an annual exercise required by SERC. Bernadett suggested that an after action report for the event be submitted to SERC supplementally as it is a preparation exercise for the current pandemic.**
- VII. For Possible Action: Adjournment- A motion was made by Ed Spear to adjourn the meeting at 10.59 AM. The motion was seconded by Scott Henriod and the motion was carried.**