



**NEVADA EMERGENCY MANAGEMENT COORDINATING COUNCIL  
(EMCC)**

State of Nevada

**Regular Meeting Minutes – September 8, 2010**

The regular EMCC meeting was called to order by EMCC Chairman Page at 9:00 am.

Lawanda Fred conducted roll call. Eight voting EMCC members were present:

Terry Bohl, Joe Curtis, Mike Cyphers, Stacey Giomi, Carolyn Levering, Aaron Kenneston, Jeffery Page, and Russel Peacock were present.

A quorum was declared by Chairman Page.

EMCC members not present: Craig Nixon and Pat Jim.

DEM staff present: Kelli Baratti, Glade Myler, Hanne Epstein, Lawanda Fred, Shelley Horton, Bud Marshall, Pete Reinschmidt, Kirsten Sherve, Frank Siracusa, Darlene Loff, Michele Candee, Valerie Sumner, Tim Cary, Bill Elliott, and Paul Burke.

## **AGENDA ITEMS**

### **1) Consideration of the minutes for approval from the EMCC Regular Meeting – May 12, 2010 (Discussion/Action)**

Co-chair Page called for a motion to approve the minutes from the meeting held on May 12, 2010. M. Cyphers moved to approve the minutes. J. Curtis seconded the motion, no discussion, all in favor, none opposed, motion carried.

### **2) Progress reports from Division of Emergency Management (DEM) on the following subjects:**

#### **Nevada Credentialing Plan (Kelli Baratti)**

**K. Baratti** provided an update for the last three months which includes the months of June, July, and August of the credentialing program. There was a presentation to the Lyon County Local Emergency Planning Committee (LEPC) in July that included an overview of what credentialing meant as well as National Directives and what was being proposed in the State of Nevada. A similar presentation was also made to Carson City Emergency Management Department Heads in August. Over the last three months there were meetings conducted with the State Fire Marshall, State Emergency Medical Services (EMS), as well as one scheduled with the Peace Officer Standards Training (P.O.S.T). The purpose of these meetings is to determine the qualification and certification licensing agencies for Emergency Responders within the State. We are interested in knowing their feelings not only on credentialing, but how they would fit into a process as it was being developed. There is a lot of support from these agencies.

Individual meetings with subject matter experts from fire, hazmat, law enforcement, public works, emergency medicine, and the health department in Carson City regarding issues and challenges that may be faced when identifying first responders and what the processes might be, as well as the impact to their potential workload. Lyon County and Carson City have agreed to participate in a pilot project. The participation of these entities provides perspectives from a small municipality as well as a rural county. Before moving this project statewide, this representation offers a good pilot project where and issues can be resolved prior to rolling this out statewide.

There has been an identification of the participants of the National Incident Management System (NIMS) Technical Working Group. There are a minimum of five members from each discipline, 1 from the Rural area, 1 representing the Urban area, 1 from professional organizations. The Nevada Fire Chiefs and the Sheriff and Chiefs Association are interested in participating. Smaller groups from each discipline will work with NIMS related topics, Non-NIMS typing for resource management, and the credentialing process. One member will then be selected to make up the NIMS Technical Working Group.

In reference to the development of the First Responder Authentication Credentialing Card Process, the form has been developed as well as the establishment of the application process. All is in "draft" form at this time. A part of the process and for this program to be successful, local buy-in is necessary. One challenge presented is determining who should be credentialed in the State of Nevada. Input from the EMCC is desired regarding this issue. Federal guidelines are based upon recognized job titles that are most requested for interstate deployments and are broken down by each discipline. On the other end of the spectrum, perhaps anyone who has the potential to be deployed should be credentialed which would increase the number of people who would need to be credentialed. Credentialed groups would include first responders, critical infrastructure, and key resource groups, as well as National Government Organizations (NGO's). Currently, the focus is on the group of first responders. The project plan has been completed per working group guidelines for Federal Fiscal Year 10 (FFY10) grants. There is the desire to put together a regional working group. Talks are also in process with the five neighboring states to develop an inter-state program as well.

**C. Levering** noted that Southern Area hospitals have been working towards a shared badging system for some years.

**P. Reinschmidt** mentioned that there will be a need for financial support for the credentialing system. The Homeland Security Commission has tasked the EMCC to put this credentialing program in place. As this process has continued, it is questioned whether a member from the EMCC has received information to take back to the Homeland Security Commission to provide the process so that funding may continue. It is important that this group remained informed especially when funding for the future is requested to potential put funds towards what is being done. With NIMS and Credentialing, FFY10 funds have been allocated directly towards initiatives that help support that.

**K. Baratti** concluded that it is important to show that progress is being made and any issues that arise are being worked through in a timely manner. We feel good about the funds that have been allocated and put towards credentialing.

### **State Preparedness Report (Paul Burke)**

**P. Burke** provided an update regarding the State Preparedness Report (SPR). As of early Spring, 2010, the SPR has been completed with the help from most of the County Emergency Managers and was submitted on May 9, 2010. At the conclusion of the SPR process, an e-mailed report will be available to the counties that participated. The information provided by communities and county reports will be on the F: drive at DEM. If a county would like another copy of this report, one will be available upon request.

A sub-jurisdiction Comparison Report gives an indication of a county's preparedness levels or target capability level. From the Planning, Training, and Exercise (PTE) perspective, this report allows for a visible means of improvement and how to improve the target capabilities for that county as well as a summary of the current capabilities; the highest capability vs. the lowest level of capability. The SPR process included as 138 page document filled out on-line. Many partners viewed this process as overwhelming. In the process, PTE has worked with counties and EMS, also going out to sites to work with them to try to move through the system. This was one of the most comprehensive processes for determining what a target capability is for a community. It also gives a very good picture in term of the State's capabilities.

**P. Burke** also stated, in August, he has the opportunity to be one of 50 to go to Denver to participate in the SPR process with the Federal Emergency Management Agency (FEMA). The tool that is going to be used to access the SPR for the target capabilities is going to be similar to this tool and possibly the same for the next five year period. The SPR is one of the components in the Homeland Security strategy and the desire is to get the best assessment possible.

**C. Levering** questioned when attending this meeting in Denver, if there were any ties made regarding the new system being put together for the SPR vs. the cost of capability program. Are these programs the same and how will they work.

**P. Burke** said at the time of this conference, each person worked in operational groups. The cost of capability issues were handled by another group. A document will be prepared regarding that and sent out by the end of September. Once that is received it will be distributed.

**Co - Chair Page** stated that when it comes to completing the SPR, with counties having difficulty completing them, it is necessary to put forth more effort to let them know that there is help available. It is very important. Accuracy helps down the road with grant funding as well as giving the people at public safety an idea of where we are as a state.

**A. Kenneston** questioned whether the SPR was the same as the Homeland Security Strategy Report, which has not been updated since 2007.

**P. Reinschmidt** offered that this is not the same report.

### **National Incident Management System (NIMS) Compliance (Pete Reinschmidt)**

**P. Reinschmidt** stated that since September, 2004, as a state all jurisdictions that receive grant funding have submitted an assessment to gauge compliance. NIMS 2010, have new objectives to achieve. In 2008, a 40 question matrix was developed as it relates to 32 objectives within the six sections of NIMS. These questions are answered based upon their relationship to the objectives. It is the responsibility of the county to complete the National Incident Management System Compliance Assistance Tool (NIMCAST) report that would include a compilation of the cities as well as other jurisdictions, considering that the cities that reside within the boundaries of the counties who receive federal funds “umbrella” within the jurisdiction of the county. It is requested that local governments have their NIMCAST completed by September 15, 2010, so that the State will have time to review this information. The process of the NIMCAST allows for this information to be forwarded to State who then passes the information up to the Federal Government. This information is not changed from the local level to the federal level. When funding for 2010 becomes available with Homeland Security funds, there will be a representative from the State who will go to each jurisdiction to assist in the completion of the 40 question matrix. The goal is to determine that what is reported is accurate according to the prior year’s NIMCAST.

NIMS implementation must be considered prior to allocation of any federal preparedness awards in 2011. DEM is responsible to determine whether the sub-grantee has demonstrated sufficient progress to disperse these awards. Many of NIMS compliance requirements are planning initiatives. The other part of it is to process these initiatives with visible proof. In 2008, with the NIMS five year training plan, these initiatives are becoming more visible and needs to be followed by the state level jurisdiction.

### Training (Michelle Candee)

**M. Candee** presented two handouts, the first being a time sensitive document based upon NIMS all-hazard, position specific, historical recognition for instructors. This initiative has been sent out by FEMA. This document allows for instructors to be able to be recognized to teach all-hazard, position specific courses. If instructors are not on this list as certified instructors as of mid September, any courses that you have instructed, or were attended by your students will not be recognized on a national level. An instructor must be certified by FEMA. As of this date, 14 applications have been received, although this does not include the Incident Command System (ICS) 300 and ICS 400 courses. If you are already certified to teach these courses, this information does not apply to you.

**K. Baratti** questioned FEMA instructor recognition to gain clarification regarding this list and all hazard teaching. Being on this list qualifies one to teach all-hazard, position specific incident management team courses. At the present time, there is a big push for these courses and these courses are being taught by contractors coming into the state. The state has the material to teach, but is not recognized as a legitimate course until the instructor is on "the list." There is a desire to build instructors within the State of Nevada.

**M. Candee** specified that the goal is to offer train the trainer courses for ICS 300 and ICS 400 courses which will train and certify each in the field.

### Exercise (Tim Cary)

**T. Cary** reported on upcoming exercises throughout the state. Tuesday and Wednesday of next week at DEM in Carson City and in Clark County at the Southern Nevada Counter Terrorism Center (SNCTC) we will be having the State Improvement Planning Workshop and the Training and Exercise Planning Workshop (TEPW). The TEPW is also set up to not only help with state plans but also helping county emergency managers finalize their own plans. The State represents the TEPW at FEMA Region 9.

Upcoming exercises include the Department of Energy (DOE) and Nevada Test Site Sidewinder Series. This exercise will include a series of exercises including one scenario. These exercises are focused and approximately five agencies will play including Nye County and DOE.

Recently there was a meeting with Clark County to discuss the concerns with a potential biological as well as cyber threat. To effectively exercise both of these elements, it was decided to separate the threat. The biological element exercise will be continued as there is a knowledge regarding the response. The cyber element will be more difficult as it is accepted that a majority of people outside of Information Technology (IT) experts in the public realm don't understand it well. There is a desire to have a seminar/workshop first so that these issues can be explained as well as having the right people available to work through the issues who will understand what needs to be accomplished from each jurisdiction to be able to respond to a cyber event. FEMA does not deal with cyber threats. The Department of Homeland Security (DHS) has a cyber security division. Before the end of the year, there will be a cyber response plan available. When the State of Nevada gets a copy of that plan, they will be working with the State Department of Information Technology Chief Information Security Officer, who is already familiar with city and county contacts. There is a desire to have a seminar with senior officials and expose them to potential threats, as well as what is happening and what can potentially happen in the State of Nevada.

Later on this month, DEM will be traveling to Ely to offer a programmatic presentation which will focus on a question and answer format regarding issues that are faced rural counties within Easter Nevada. Following this presentation, DEM will create a “to-do” list of issues that are important.

### **3) Membership: Discussion of the possibility of increasing the membership from 11 to 13 – Aaron Kenneston**

**A. Kenneston** proposes to increase the membership from 11 members to 13. At this time, Emergency Manager, Sandy Munns from Reno Fire is interested in being a part of the body of the EMCC. The intent of this committee was to offer representation of the cross-section with enough and fair representation of the Emergency Management community, statewide.

**M. Cyphers** stated that there has been a request to DEM to send out the minutes from these meetings to all emergency managers throughout the state so that they may be informed.

**G. Myler** offered that it is necessary to have 14 days notice when amending the bylaws.

**Co - Chair Page** stated that according to the bylaws, the Chief of DEM has the ability to appoint a representative to this position. It may be necessary for the EMCC to provide a recommendation to the Chief as to who should be in that position. This will be placed in the agenda for the next EMCC meeting.

**A. Kenneston** made a motion to increase the membership of this committee form 11 to 13. This motion was seconded and passed by a roll call vote.

**S. Giomi** commented that at the next meeting, it may be necessary to place an agenda item that includes all interested parties and approving/inviting new members.

### **4) Discussion/Action to address the grandfathering in of select trainers throughout the State of Nevada pertaining to the instructing of Emergency Preparedness Courses - Jeff Page**

**M. Candee** stated that to alleviate the costs and offer qualified instructors for the State of Nevada, already POST certified instructors may be available to instruct opposed to contractors. By the end of 2012, the State of Nevada would like to have 150 to 200 instructors throughout the State of Nevada to deliver these courses. The desire is to use funds from Homeland Security to pay for these courses and use this money within the State as opposed to high-priced instructors to come out of state.

**Co - Chair Page** stated that a motion authorizing DEM to utilize personnel that have instructor certification throughout the State Fire Marshall Office, the State EMS Office, or POST is desired.

**A. Kenneston** stated that it is the personal preference of his County to use a disinterested third party who is not emotionally attached to local organizations.

**Co – Chair Page** stated that it is difficult to have people come to other organizations outside of Washoe and Clark Counties. Bringing people in from outside can eliminate the local perspective. A FEMA teacher will have a FEMA perspective and what is happening in another state will be different from what is happening in the State of Nevada.

## **5) Recommended Bylaw Change – Pete Reinschmidt**

**P. Reinschmidt** stated to offer clarification of Article 2, Section 1, the intent of this committee was to have an Emergency Manager from a local jurisdiction on this committee, not an Emergency Management Staff Member. There is a 14 day requirement necessary to make a bylaw change. 14 Days prior to the next meeting, proposed language will be sent out regarding this issue.

## **6) Emergency Management Accreditation Program (EMAP) Standards – Jeff Page**

**P. Reinschmidt** stated that the Emergency Management Program Grant (EMPG) guidance indicates an assessment tool needs to be used to gauge local and state EMPG work plans. EMAP is the only assessment tool that is used here in the State

**B. Marshall** explained that each jurisdiction should evaluate their work plans each year.

## **7) Status Report – An update from Clark County regarding the EMPG grant funding research and funding models – Carolyn Levering**

**C. Levering** explained that Clark County took the task of building a project proposal and work plan to steer this project for future funding models for EMPG in Nevada. At this time, there is an interest to determine the progress of this proposal.

**T. Bohl** stated that the initial funding a proposal request was supposed to be through DEM. After the EMPG funding was dispersed, there was \$70,000 that was not reallocated.

**S. Giomi** said that Jim O'Brien offered a proposal to potentially contract with IAEM to research the potential to fund a study which may lead Nevada to become a funding model for EMPG throughout the country. Jim O'Brien specified that IAEM was very interested in this project.

**T. Bohl** stated that DEM was the project manager of this proposal.

**P. Reinschmidt** stated that DEM did not have a clear method of distribution of funding, there was a request from the EMCC to offer a recommendation of a funding formula for distribution. It was decided that an independent contractor would come in and make recommendations to the EMCC.

**Co – Chair Page** said that this process was to run through the EMCC. As of this time, there has not been any updated information from IAEM regarding this study. There were several discussions with Co – Chairs Page and O'Brien with IAEM. Issues were look at regarding how the state is set up with counties, cities, and tribal entities; as well as how the state operates as an Emergency Management organization. The EMCC is awaiting an initial report from IAEM regarding funding mechanism provided by DEM and the EMCC. Co – Chair Page stated that it has been between 45 – 60 days since he has last spoken with IAEM and at that time, they were working on the proposal. Co – Chair Page also requested that an item regarding a progress report of this issue be included on the agenda for the next meeting.

**M. Cyphers** commented that considering this has not been done, this money needs to be reallocated and spent.

**C. Levering** noted that this discussion is tied to 2009 funds that have not been reallocated and spent. Has this \$70,000 been awarded to Clark County to assist in moving the IAEM project forward, or has the state retained this money?

**S. Horton** stated that this money was not re-obligated anywhere else and that DEM has retained it, and she will research that.

**S. Giomi** said that before the next meeting, it is necessary to contact IAEM and examine this proposal and make a decision to move forward or not.

### **Public Comments**

**P. Reinschmidt** stated that the EMCC needs to offer an appointment consideration for the vacant Co – Chair position. Although Frank can appoint an individual based on the EMCC Bylaws, he is interested in obtain a recommendation from this body.

**M. Cyphers** offered that the South would not be opposed to having two representatives from the Northern part of the State.

**Co- Chair Page** clarified that it is ideal the representatives of this council should have representatives from the South, North, Urban, as well as from the Rural areas. Recommendations can be sent to the Co – Chair of this group as well as the Chief of Emergency Management.

**K. Baratti** presented a report regarding the Incident in Fallon.

**Co – Chair Page** stated that a HazMat Team responded to Fallon from Washoe County in response to a 10,000 gallon Hydrochloric Acid Spill. The City of Fallon and Churchill County were very happy with the response from the State of Nevada considering there was skepticism at first. This mission has been deemed a huge success for Nevada. The HazMat Team and the Triad & Quad Counties do not normally work together, but this allowed for a pleasant experience.

There were some Emergency Management issues including:

- The City of Fallon's reluctance to declare and emergency politically in regards to the recent cancer cluster associated with Fallon.
- There were challenges with the suits and 100 degree weather.
- The Hydrochloric Acid venting over the building caused a white cloud.
- One emergency responder was sent home for dehydration.

**K. Baratti** commented that the WebEOC program is not as complex as initially expected. After the training process, it offers wonderful guidance for the State to view incidents and gain information that may be needed at the State level. She offers a challenge for other jurisdictions to become familiar with it and use the system. Lyon County has deemed WebEOC a success for that jurisdiction and has and will continue to use for incidents that arise in that area.

**Next Scheduled Meeting:** A regular EMCC meeting was scheduled for November 10, 2010 from 9:00 a.m. to 1:00 p.m. at the following site:  
State Emergency Operations Center, 2478 Fairview Drive, Carson City, NV 89410

### **Adjournment:**

**Co chair Page** declared the meeting adjourned.