



# Local Emergency Planning Committee (LEPC)

Executive Committee Meeting

Minutes

March 17, 2022, 10:00 A.M.

Regional Emergency Operations Center  
5195 Spectrum Boulevard, Reno, Nevada

## 1. CALL TO ORDER/ DETERMINATION OF QUORUM

Chair Brian Taylor called the meeting to order at 10:00 a.m. A quorum was established.

**PRESENT:** Chair Brian Taylor – REMSA; Andy Ancho - RFD

**ABSENT:** Roy Anderson – WCSD

Also Present: Wade Carter - Legal; Francisco Ceballos - Secretary/Treasurer

## 2. PUBLIC COMMENT –

Francisco Ceballos showed the award Kelly Echeverria sourced for Eric Millette to celebrate his participation in LEPC. He asked how the members wanted to present the award. Wade Carter said that this topic would be better dealt with outside of the meeting.

## 3. APPROVAL OF JANUARY 27, 2022 EXECUTIVE COMMITTEE MEETING MINUTES – (FOR POSSIBLE ACTION) – Brian Taylor

*It was moved by Andy Ancho, seconded by Brian Taylor to approve the minutes as written.*

There was no public comment.

*The motion passed unanimously.*

## 4. REVIEW AND POSSIBLE APPROVAL OF THE LEPC BY-LAWS UPDATE – FOR POSSIBLE ACTION – Review compliance notes from the State Emergency Response Commission (SERC), update, and approval of the Washoe County Updated By-Laws – Francisco Ceballos, Secretary/Treasurer

Francisco explained that an email was received from the SERC administrator to say that LEPC has been deemed deficient in their annual submission. There was missing information on the subjects of bylaws and public requests for information, bylaws and distribution of the HAZMAT plan, and bylaws and distribution of LEPC. This will be discussed at the coming SERC meeting in April. They have been in continued communication for clarification on what is missing.

Wade Carter presented the SERC bylaws reviewed from the last meeting. It showed that only three counties were found compliant. He explained that the LEPC bylaws have been approved since 2004.

Brian Taylor added that it appears that while LEPC has been found non-compliant, no clarification on how has been shown as of yet. Wade clarified that LEPC has always been compliant and further discussion is needed with the SERC administrator to determine where this decision is coming from. Brian Taylor added that LEPC is always seeking to be in compliance and has always been in the past.

Francisco Ceballos said that a vote on this item would be to approve continued communication with SERC on this topic. Wade clarified that a motion would not be necessary as the bylaws, as written, are unchanged and more time is needed to discuss changes that may need to be made to be in compliance with SERC.

**5. LEPC GENERAL MEMBERSHIP AGENDA REVIEW - FOR POSSIBLE ACTION – A review and approval of the agenda for the next General Membership Meeting. – Francisco Ceballos**

Francisco asked if he could send the agenda for the next General Membership Meeting to the members for their review through email. Wade said that would be fine, as long as discussion only happened within the meeting on the agenda.

Brian asked if the agenda needed to be approved in this meeting. Wade said that it did not.

**6. LEPC MEMBERSHIP REVIEW (FOR POSSIBLE ACTION) – A review of new members, members unable to attend and possible actions regarding absences. – Francisco Ceballos**

Francisco said that there were not many people who were absent so far this year so more time may be needed to make a conclusion on who may be habitually absent. He asked that the item be moved to a later meeting.

Brian Taylor said that would be a good idea and asked that Francisco present on attendance at the next Executive Meeting.

**7. LEPC CHAIRMAN/BOARD MEMBER ANNOUNCEMENTS/ITEMS AND SELECTION OF TOPICS FOR FUTURE MEETINGS - No discussion among committee members will take place on this item.**

Brian Taylor asked Andy Ancho if there would be a presentation at the next General Membership Meeting for the FY20 and FY21 grants. Andy said there would be.

**8. PUBLIC COMMENT –**

There was no public comment.

**9. Brian Taylor adjourned meeting at 10:17am.**

