



Local Emergency Planning Committee (LEPC)

Executive Committee Meeting

Minutes

March 16, 2023, 10:00 A.M.

Regional Emergency Operations Center
5195 Spectrum Boulevard, Reno, Nevada

1. CALL TO ORDER/ DETERMINATION OF QUORUM

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

PRESENT: Chair Andy Ancho – RFD; and Brian Taylor – REMSA;

ABSENT: Tracy Moore – RTAA;

Also Present: Wade Carner - Legal; and Francisco Ceballos - Secretary/Treasurer.

2. PUBLIC COMMENT –

There was no public comment.

3. APPROVAL OF January 19, 2023, EXECUTIVE COMMITTEE MEETING MINUTES – (FOR POSSIBLE ACTION) – Andy Ancho, Chair

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

There was no public comment.

The motion passed unanimously.

4. LEPC GENERAL MEMBERSHIP AGENDA REVIEW – (FOR POSSIBLE ACTION) – A review and approval of the agenda for the next General Membership Meeting. – Francisco Ceballos, LEPC Secretary\Treasurer

Francisco shared the agenda with members. He explained that after Call to Order, Public Comment, and Approval of Minutes, Team Rubicon will be doing a presentation on their capabilities and how they can assist Washoe County. Francisco said he would then do his Secretary/Treasurer Report. Next will be the formal approval of FY 24 OPTe and UWS. Brian Taylor asked if those will be discussed in the Grants and Finance meeting today. Francisco confirmed. Next, he said there would be Update on Regional Emergency Management

Events, followed by an update from the Radiological Task Force and Washoe County Citizen Corps. He then said there would be an update on State Emergency Response Commission, a Training Review, Board Member Announcements, Public Comment, and Adjournment.

It was moved by Brian Taylor, seconded by Andy Ancho to approve the agenda as presented.

There was no public comment.

The motion passed unanimously.

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

Francisco explained that there have not been any new membership applications to discuss. He added that there has only been one absence so far. He said he has reached out to members to ensure a representative will be attending, which has likely assisted in attendance.

Andy Ancho clarified with Wade Carner that action was not necessary for this item.

Brian Taylor explained that sometimes people attend meetings and say they are here for someone who is on the list of members. He asked Wade if this counts them as present. Wade explained that they have to be listed as an alternate for their attendance to count.

Francisco asked if he could discuss membership changes to the Grants and Finance Committee. Wade explained that because of the wording of the item, it is only referring to changes in General Membership.

Brian Taylor said that certain members of the Committee are changing their representatives so often that if they only vote on membership once a year it is not enough. He asked Wade if there is a way to address that issue. Wade explained that he would need to address the bylaws again, but it would likely be okay to vote on membership more than once a year. Brian said he wants people to be able to participate. Wade said he would check the bylaws, however he believes that someone needs to be listed as an alternate in order to be considered a voting member. Andy Ancho agreed that it would be helpful to be able to vote on membership more than once a year. Brian also suggested changing the bylaws in that area if necessary.

6. LEPC CHAIR/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 who will be attend the SERC quarterly meeting. Andy Ancho and Francisco Ceballos said they would be attending, as well as Tracy Moore. In total there will be five members attending. Francisco asked if Wade would like to attend. Wade said he would let him know.

7. PUBLIC COMMENT –

Wade said he looked at the bylaws and it says that each agency can appoint a primary and a maximum of two alternatives. Francisco asked what the process is for changing alternates. Wade explained that the bylaws do not designate a process for changing alternatives, so if members reach out to say they are changing their alternates, that should suffice.

Andy Ancho asked if it is necessary to read the literature after public comment at meetings. Wade said it is only necessary at meetings where there is public, like the General Membership meetings.

Andy Ancho then asked if there needs to be a vote on adjournment. Wade said no.

8. Andy Ancho adjourned meeting at 10:16am.