

Regional Hazardous Materials Emergency Response Plan
Washoe County Emergency Management and Homeland Security Program

SECTION 4: ROLES AND RESPONSIBILITIES

Section 4 describes the roles and responsibilities of the organizations, agencies, and departments involved in implementation of the Regional Hazardous Materials Emergency Response Plan.

4.1 Nevada State Emergency Response Commission (SERC)

- Review and approve the Regional Hazardous Materials Emergency Response Plan.
- Review the local recommendations and appoint membership of the Local Emergency Planning Committee (LEPC).
- Participate in LEPC planning.
- Set guidelines for grants, planning, training, and equipment.

4.2 Local Emergency Planning Committee (LEPC)

- Consist of, as a minimum, one voting representative from the following groups:
 - Elected state and local officials,
 - Law enforcement,
 - Civil defense/emergency management,
 - Firefighters,
 - Washoe County Health District, Emergency Medical Services, hospitals and first aid,
 - Transportation personnel,
 - Broadcast and print media,
 - Community groups and other public agencies,
 - Owners and operators of facilities subject to the requirements of SARA Title III,
 - Environmental, and
 - State, local, and Tribal governments.
- Provide a membership request form to agencies interested in participating in the LEPC. The authorized agent of the agency must sign the form. Membership groups may jointly nominate a single representative. Each member of the LEPC shall have only one vote.
- Submit a list of members annually to the SERC for their approval.
- Perform the following duties:
 - Conduct meetings at least quarterly.
 - Post LEPC executive and subcommittee meeting agendas in accordance with the open meeting law.
 - LEPC will operate on a July 1 through June 30 fiscal year.
 - Maintain minutes approved by LEPC, and provide a copy to SERC, LEPC members, and other interested parties.
 - Update the Regional Hazardous Material Emergency Response Plan annually and submit to SERC.
 - Conduct nominations and elect officers annually and as vacancies occur.
 - Plan, execute, and prepare post-incident reports on training exercises at least annually.
 - Review and make recommendations on SERC grant requests. Maintain an inventory of equipment items greater than \$500 purchased with SERC grant dollars.
 - Monitor grant expenditures and provide quarterly reports to SERC.
 - Approve grant amendment requests and forward to SERC for their approval.

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- The chairperson of LEPC or his or her designee will attend SERC meetings whenever possible, and act as the liaison with the SERC Chairperson and the SERC Executive Board.
- Develop and revise bylaws as needed.
- Make recommendations to the SERC for LEPC membership.

4.3 LEPC Subcommittees

Standing subcommittees are:

- Grants and Finance Subcommittee
- Radiological Task Force

Subcommittee Chairpersons are appointed by the LEPC Chairperson and will submit written reports to the LEPC Chairperson. The Chairperson may appoint ad hoc committees as needed.

4.3.1 Grants and Finance Subcommittee

The LEPC Grants and Finance Subcommittee is a group of individuals that meet during each grant application period to review and prioritize all grant applications submitted to LEPC. This subcommittee reviews and prioritizes each grant application submitted by disciplines of LEPC and then makes recommendations for final approval to the LEPC General Membership.

4.3.2 Radiological Task Force

The Radiological Task Force was originally designed to assist LEPC by providing information concerning proposed nuclear waste shipments traveling through Washoe County for final storage at the Waste Isolation Pilot Plant (WIPP) facility in Carlsbad, New Mexico. See Annex C.3.8 Local Emergency Planning Committee for information on WIPP and Yucca Mountain.

The current focus of the Radiological Task Force is to provide LEPC, responders, medical personnel, and law enforcement with training and equipment specific to the transuranic nuclear waste shipments that will be transported through Washoe County and eventually end up at the Waste Isolation Pilot Plant located outside of Carlsbad, New Mexico for final long term storage. Transuranic waste is legacy waste from the United States' involvement in the testing and creation of nuclear weapons during the Manhattan Project. This waste is made up of miscellaneous contaminated debris to include building rubble, gloves, gowns, and other forms of personal protective equipment. This waste is mostly low-level alpha, beta, and gamma emitters and is solid in form.

A release involving radiological/nuclear medicine shipments normally would not constitute a large scale hazard, but should an event occur, the Radiological Task Force will act as a liaison between the Emergency Management Office/LEPC and TRIAD to gather lessons learned and disseminate information for LEPC members and Regional Hazardous Materials Emergency Response Plan updates.

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4.4 Washoe County Emergency Management Director

3. Serve as Community Coordinator to implement this plan. Coordinate response, recovery, mitigation, and training activities.
4. Administer the County Emergency Management program.
5. Serve as a member of LEPC.
6. Coordinate planning and logistics activities for LEPC as needed.

4.5 Fire Services

- a. Participate in LEPC planning with representatives from all the fire protection agencies in the county.
- b. Establish working relations with facilities in their jurisdictions.
- c. Enter into any approved agreements necessary.
- d. Comply with all hazardous materials training requirements and verify their personnel receive the mandated amounts and types of training.
- e. Ensure the HAZMAT Incident Commander (IC) will coordinate the mitigation of the HAZMAT incident to the point when fire service assistance is no longer needed at the scene.
- f. Ensure at a fixed facility incident, the IC will be in charge of the emergency response effort and work jointly with the facilities on-scene coordinator.
- g. Ensure a LEAD AGENCY shall effect overall management and coordination of a HAZMAT incident.
- h. Activate the Regional Hazardous Materials Response Team as needed.
- i. Take appropriate action to mitigate the hazard, stabilize the situation, rescue any injured or trapped persons, and evacuate the area as necessary.
- j. Ensure control of the incident is turned over to the Washoe County Health District for further remediation and enforcement when the incident is no longer an emergency.
- k. Provide current resource lists for inclusion into the plan.
- l. Maintain TRIAD operating agreement for HAZMAT response.
- m. Review all materials sent to them by the fixed facilities.
- n. Utilize Incident Command System (ICS) in accordance with the National Incident Management System (NIIMS).
- o. Provide personnel to fill positions within the ICS as requested by the IC.
- p. Participate in Unified Command (UC) as necessary.

4.6 Regional Hazardous Materials Response Team (TRIAD)

The Regional Hazardous Materials Response Team (TRIAD) was formed through an inter-local agreement between Reno, Sparks, and Washoe County/Truckee Meadows Fire Agencies. The sole purpose of the team is for HAZMAT response within the jurisdictional areas of the participating agencies.

The LEAD AGENCY shall effect overall management and coordination of a hazardous materials incident. The appropriate City Fire Department on behalf of the City Manager or Truckee Meadows Fire Protection District on behalf of the County Manager shall assume the role of lead agency for all HAZMAT incidents within their jurisdictional boundaries.

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TRIAD will:

- a. Comply with all HAZMAT training requirements.
- b. Participate in LEPC planning
- c. Follow Regional Hazardous Materials Response Team Operating Guide (found on the LEPC website washoecounty.us/lepc) for HAZMAT response.
- d. Utilize ICS in accordance with NIIMS.
- e. Conduct regular drills to ensure readiness and participate in the annual LEPC exercise.

4.7 Law Enforcement

- a. Participate in LEPC planning with representatives from all of the law enforcement agencies in the county.
- b. Comply with all HAZMAT training requirements and verify their personnel receive the mandated amounts and types of training.
- c. Develop and maintain Standard Operating Procedures (SOP) for HAZMAT response.
- d. If first on the scene, act as the IC until relieved by the fire service (lead agency).
- e. Provide perimeter control, traffic control, and evacuation for the incident as directed by the IC.
- f. Provide security resources as required by the IC.
- g. Provide personnel to fill positions within the ICS as requested by the IC.
- h. Participate in UC as necessary.
- i. Utilize ICS in accordance with NIIMS.

4.8 Washoe County Health District

- a. Provide representatives to LEPC with regard to coordination of public health, medical services, HAZMAT, and other public health issues.
- b. Respond throughout Reno, Sparks, and Washoe County to HAZMAT incidents.
- c. Perform other duties as assigned by the IC.
- d. Assume remediation oversight in accordance with federal, state and local regulations.
- e. Perform HAZMAT team functions in coordination with law enforcement activities involving clandestine drug laboratories.
- f. Respond to outside agency requests for technical assistance to HAZMAT releases.
- g. Monitor injuries to the public and responding personnel, and coordinate debriefings with responding agencies and hospitals as appropriate.
- h. Coordinate planning for medical and health responses to HAZMAT releases.
- i. Monitor air and water quality and perform, as feasible, plume tracking and reporting.
- j. Participate in field ICS in accordance with NIIMS.
- k. Participate in Regional Emergency Operations Center (REOC) operations and UC in the field or in an REOC as necessary.

4.9 Public Works - also known as Community Services Department (CSD) in Washoe County

- a. Participate in LEPC planning.
- b. Provide an updated list of equipment and personnel available to support emergency operations.
- c. Provide public works/CSD personnel with appropriate training in hazardous materials response.
- d. Assist in spill control as requested.

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- e. Perform actions to protect water and sewer systems if endangered and as requested.
- f. Develop and maintain Standard Operating Procedures (SOP) for HAZMAT response.
- g. Provide personnel to fill positions within the ICS as requested by the IC.
- h. Participate in UC as necessary.
- i. Utilize ICS in accordance with NIMS.

4.10 Medical Services

- a. Prehospital medical personnel will initiate the Multi-Casualty Incident Plan as appropriate; provide triage, treatment, and transport of victims and incident personnel exposed to hazardous material after primary decontamination has been completed; staff the medical branch positions; and provide medical monitoring of the HAZMAT team(s).
- b. The acute care hospitals will provide treatment of victims and incident personnel, provide primary decontamination of walk-in patients and secondary decontamination of patients received from the scene as necessary, and act as a resource for medical treatment information and on-line medical control of prehospital personnel.
- c. All medical personnel, both on and off scene, will maintain close communication regarding the identity; health effects, and medical treatment of victims.
- d. Prehospital personnel and hospital staff will prevent additional exposure to victims, themselves, and their vehicles, equipment, and facilities through the use of appropriate precautions and personal protective equipment.
- e. The hospitals and REMSA will participate in LEPC planning and designate a representative to LEPC.
- f. Develop and maintain Standard Operating Procedures (SOP) for HAZMAT response.
- g. Provide personnel to fill positions within the ICS as requested by the IC.
- h. Shall participate in UC as necessary.
- i. Utilize ICS in accordance with NIIMS.

4.11 Fixed Facilities and/or Transportation Companies

- a. Submit a letter (SERC form) to the local fire department, LEPC, and SERC identifying the facility and the representative to the LEPC.
- b. Participate in LEPC as requested.
- c. Provide information to LEPC in accordance with Superfund Amendments and Reauthorization Act (SARA) Title III and the Hazardous Materials Uniform Transportation and Safety Act of 1990. It is preferred that organizations do this through the online Fire Marshall's database.
- d. Provide comprehensive information concerning hazardous materials at their facility or in transport as requested by LEPC.
- e. Provide information to health professionals, physicians, and nurses in accordance with the requirements of SARA Title III.
- f. Designate an emergency coordinator for the facility to be in charge of facility personnel and work jointly with the IC.
- g. Establish working relationships with the local fire service.
- h. Provide personnel to fill positions within the ICS as requested by the IC for incidents directly related to the fixed facility or transportation company. All other participation is voluntary.
- i. Participate in UC as necessary.

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- j. Provide immediate notification to the local fire department upon discovery of a release of hazardous materials as required by SARA Title III via telephone, radio, or in person.

4.12 State Agencies

- Nevada Division of Emergency Management (NDEM):
NDEM is, under Nevada law, the coordinating agency for State emergency response.
- Nevada Division of Environmental Protection (NDEP):
NDEP regulates hazardous wastes, provides advice on environmental matters, can conduct sampling, and makes final decisions on remediation when not performed by the Washoe County Health District.
- Nevada Department of Health and Human Services (HHS):
HHS is responsible for the public health and can test for contamination from chemical and organisms. Other sections of HHS may assist:
 - Radiological Health is responsible for all incidents involving radioactive materials.
 - Emergency Medical Services may assist in coordinating emergency medical resources outside the county.
- Nevada Department of Transportation (NDOT):
NDOT has highway maintenance yards throughout the state with heavy equipment and other resources that may be used by the local responder under certain circumstances. NDOT has the authority to close highways to traffic.
- Nevada Department of Motor Vehicles and Public Safety:
The department controls the licensing and regulation of commercial carriers throughout the state. The Nevada Highway Patrol (NHP) is part of the department and enforces highway transportation regulations in the State. NHP also controls the State law enforcement communication net that may be used for emergency communications.
- Nevada National Guard:
Can provide technical support in a variety of incidences as requested.
The Nevada National Guard Civil Support Team (CST) has nuclear, biological, and chemical response capabilities. It may be requested through the County Emergency Manager or NDEM and authorized by the Governor.
- Nevada Occupational Safety and Health Administration (OSHA):
Promulgates guidelines and enforces occupational safety and health standards for workers' safety.

4.13 Federal Agencies

- Environmental Protection Agency (EPA):
The EPA has grants available for local governments for reimbursement of hazardous spill costs up to \$25,000 per incident. The EPA is responsible for environmental matters at the federal level. Support to the State includes sending technical teams and On-Scene

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Coordinators to the sites of releases or dumps, providing advice, and enforcing environmental law.

- **Federal Emergency Management Agency (FEMA):**
FEMA is the lead agency under presidential directive for consequence management. FEMA can provide coordination on the federal level and funds training classes. FEMA provides grants for training under the provisions of Title III.
- **Department of Transportation (DOT):**
DOT publishes HAZMAT publications that are available to the local responders. The Coast Guard can provide hazardous materials assistance in some cases. The team serving this area is the US Coast Guard Pacific Strike Team.
- **Department of Energy (DOE):**
The DOE Nevada Operations Office (NVOO), by agreement with NDEM, will provide radiological assistance to the State when requested. NVOO also has limited cleanup capability.
- **Department of Interior (DOI):**
DOI U.S. Geological Survey (USGS), Bureau of Land Management (BLM), Bureau of Reclamation (BOR), U.S. Fish and Wildlife Service (USFWS), and Bureau of Indian Affairs (BIA) can provide technical information such as location of sensitive habitats and species, water data, natural resource information, and land management/use information. BOR, BLM, USFWS, and BIA have trust responsibility for the lands they manage.
- **U.S. Coast Guard Regional Response Team (RRT) Region 9:**
Response support of DOI agencies can be accessed through the RRT such as National Interagency Fire Agency Support.
- **Federal Drug Enforcement Administration (DEA):**
DEA will provide a specialist in the event of the discovery of an actual or suspected clandestine drug laboratory or dump of chemicals.
- **Agency for Toxic Substances and Disease Registry (ATSDR) of the Department of Health and Human Resources:**
Can provide technical information on hazardous materials and health effects, and they have 24 hour Environmentalists and Toxicologists on call.
- **Federal Bureau of Investigation (FBI) of the Department of Justice:**
Lead Federal agency under Presidential Directive 39 for crisis management of a terrorist event.

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4.14 Support Agencies

Support agencies are those agencies that will supply support services or resources to the incident scene.

They include:

- Community Emergency Response Teams (LEPC also serves as the County Citizen Corps Council),
- American Red Cross,
- Regional Transportation Commission (RTC),
- Salvation Army,
- Critical Incident Stress Debriefing Teams, and
- Volunteer Organizations Active in Disaster (VOAD).

Supporting agencies may:

- Participate in LEPC planning.
- Provide personnel to fill positions within the ICS as requested by the IC.