**Local Emergency Planning Committee (LEPC)**

Executive Committee Meeting

Minutes DRAFT

September 24, 2020, 10:00 A.M.

Regional Emergency Operations Center

5195 Spectrum Boulevard, Reno, Nevada

1. **CALL TO ORDER/ DETERMINATION OF QUORUM**

Chair Moore called the meeting to order at 10:02 a.m. A quorum was established.

**PRESENT:** Chairman Tracy Moore – WCSD; Brian Taylor – REMSA; Vice Chair Eric Millette – SFD

**ABSENT:**  None

Also Present: Wade Carner- Legal; Kelly Echeverria– WCEM; Aaron Kenneston – WCEM; Ron Purcivalle – Galena Property Associates, LLC

1. **PUBLIC COMMENT –**

Aaron Kenneston noted Caroline Levering is stepping down from her position at SERC. Aaron Kenneston also noted most membership applications are approved based on lack of membership.

1. **APPROVAL OF AUGUST 6, 2020 EXECUTIVE COMMITTEE MEETING MINUTES –** (FOR  POSSIBLE ACTION) –

*It was moved by Brian Taylor, seconded by Chairman Moore to approve meeting minutes as submitted.*

There was no public comment.

*The motion passed unanimously.*

1. **LEPC HAZMAT PLAN UPDATE** –

Ron Purcivalle noted last full update of plan was 2010. Ron Purcivalle advised of changes to the table of contents, annexes, and sections. Ron asked for various applicable entities to schedule meetings with him to review and update the plan. Ron noted his goal is to be finished with update by yearend. Brian Taylor suggested meeting with Ron to ensure new plan update is linked to Mass Casualty Plan. Kelly noted the plan is due in December. Aaron suggested making updated plan more “modular” in organization.

1. **DISCUSSION ON DIRECTION OF LEPC IN 2020** – (FOR POSSIBLE ACTION) –

Chairman Moore noted quorum was not met last meeting. Kelly remarked due to possible increase of virtual meetings, meeting quorum was not met. Brian Taylor noted last meeting conflicted with another exercise at the airport. Brian Taylor suggested consulting local calendars among agencies to avoid future conflicts. Kelly asked members to advise her if they know of any future conflicts. Aaron Kenneston suggested for future crucial meetings, an additional note be added to email invitation to bolster attendance.

1. **LEPC MEMBERSHIP REVIEW** (FOR POSSIBLE ACTION) - Secretary Echeverria noted there is no action needed at this time.
2. **LEPC CHAIRMAN/BOARD MEMBER ANNOUNCEMENTS/ITEMS AND SELECTION OF TOPICS FOR FUTURE MEETINGS** – Brian Taylor asked that the Executive Team continue to receive updates on the Hazmat Plan progress.
3. **PUBLIC COMMENT** – No comment.
4. **ADJOURNMENT.** - Meeting adjourned at 10:58a.