



Meeting Minutes Emergency Preparedness Working Group

Attendance Record	DATE	Tuesday, September 30, 2025	
	TIME	2:00 p.m.	
	METHOD	Zoom Teleconference Conference line #: (669) 219-2599 Meeting ID# 202 331 8963	
	RECORDER	Ella Ramirez	
Committee Members	Present	Non-Voting Membership	Present
Lee Cabaniss—Elko County	X	Jared Franco, Chair—NV Office of Emergency Management/Homeland Security (OEM)	X
Eric Holt—Lincoln County		Tiffany Gamero-Department of Energy DOE EM Nevada	X
Scott Lewis—Nye County			
Paul Melendrez—Esmeralda County	X		
Mathias Rieske—White Pine County	X	Legal Staff	Present
Brian O’Neal—Clark County	X	Samantha Ladich—Senior Deputy Attorney General	

1. CALL TO ORDER AND ROLL CALL

Chair, Jared Franco, Nevada Office of Emergency Management and Homeland Security (OEM) called the meeting to order. Ella Ramirez, OEM performed roll call, and quorum was established for the meeting.

2. PUBLIC COMMENT

Chair Franco, OEM opened the first period of public comment.

There was no public comment.

3. APPROVAL OF MINUTES

Paul Melendrez, Esmeralda County Emergency Manager, moved for a motion to approve the draft minutes of the June 3, 2025, meeting. Lee Cabaniss, Elko County Emergency Manager, seconded the motion.

Motion passed unanimously.

4. EMERGENCY PREPAREDNESS WORKING GROUP (EPWG) GRANT BALANCE

Judith Lyman, OEM, provided updates on balances for each county, Clark County has a

balance of \$550,402, Elko County has a balance of \$360,790, Esmeralda County has a balance of \$315,751, Lincoln County has a balance of \$519,307, Nye County has a balance of \$422,902, White Pine County has a balance of \$566,647, and OEM has a balance of \$135,186., noting that the numbers are as close as possible given the files being inaccessible from the recent cyber-attack. Ms. Lyman also noted that the ending date for that spending period is June 30, 2026.

Chair Jared Franco, OEM, urged all the counties to get their money spent, and if there were any issues to reach out well beforehand. Chair Franco also asked if the counties had any plans on how to spend the money, especially those counties with the larger balances.

Lee Cabaniss, Elko County Emergency Manager, commented that he had some things to submit and was also working with Ms. Lyman on other spending which should be completed before the June 30th deadline.

Paul Melendrez, Esmeralda County Emergency Manager, commented that they are working with Fire Chief Jeffrey Bushnell in submitting reimbursements and a written plan.

Chief Brian O'Neal, Clark County Emergency Manager, commented that Clark County also had a plan.

5. EPWG CHANGE REQUEST UPDATES

Chair Franco, OEM, noted Elko, Esmeralda, and OEM have put in change requests to purchase response vehicles, DOE requested additional information, Elko has additional information that has been turned in, OEM's information will be turned in soon, and Esmeralda's is still being waited on. Chair Franco also commented that DOE indicated there should be no issue with purchasing the vehicles.

6. UPDATE ON NEVADA CYBER EVENT

Christopher Daniels, OEM, discussed impacted areas being loss of a shared drive that heavily affected the finance operations. Mr. Daniels noted there had been a lot of success restoring the templates and spreadsheets that support the day-to-day functions. Mr. Daniels explained that losing the web EOC server and historical records presented an opportunity, as moving to a more modern platform for EOC incidents were already being explored. Mr. Daniels said that Arizona had graciously agreed to assist in the Teams EOC setup free of charge to mirror the one successfully deployed for their state.

Chair Franco, OEM, commented that word had been received that the shared drive should be coming back up online soon to gather all the lost documentation.

7. OEM/HS USE OF EPWG FUNDING

Chair Franco, OEM, discussed how EPWG funds were utilized, including state-funded and contractor salaries, radiological detection devices, detection badges, programs, supplies, freight for Ludlum and the device repairs, various communication devices, the travel of the radiological operator, as well as the civil support license. Chair Franco noted that with the organizational changes happening at OEM, there will be a discussion of how to rearrange that funding to fit those changes, and that the Working Group will be updated on that as well.

Paul Melendrez, Esmeralda County Emergency Manager, commented that all the investment of time and money into the program is well worth the money, and expressed his thanks.

8. OEM/HS RADIATION TRAINING CALENDAR FOR LOCAL JURISDICTIONS

Tabled

9. PUBLIC COMMENT

Chair Franco, OEM, opened the second period of public comment.

Judith Lyman, OEM, reminded the Working Group that the State of Nevada would be taking the financial payment system down as of 5:00 Friday for two weeks, so no payments could be made until after the 20th of October. Ms. Lyman noted that the payment request from Esmeralda had been received and would be processed before the system goes down.

Chair Franco, noted that anything needed to be paid needs to be gotten in before Wednesday due to taking a day to process through the system, and a day to be put into the system.

10. ADJOURNMENT

Chair Franco, OEM, called for a motion to adjourn the meeting. Lee Cabaniss, Elko County Emergency Manager, motioned to adjourn. Chief Brian O'Neal, Clark County Emergency Manager, seconded the motion. Motion passed unanimously. Meeting adjourned at 2:24 PM.