



Meeting Minutes Emergency Preparedness Working Group

Attendance Record	DATE	Thursday, January 18, 2024	
	TIME	9:30 a.m.	
	METHOD	Zoom Teleconference Conference line #: (669) 219-2599 Meeting ID# 686 738 8625	
	RECORDER	Sherrean Whipple	
Committee Members	Present	Non-Voting Membership	Present
Lee Cabaniss—Elko County	X	Jared Franco, Chair—NV Division of Emergency Management/Homeland Security (DEM/HS)	X
Eric Holt—Lincoln County	X	Gary Sampler-Department of Energy (DOE)/National Nuclear Security Administration (NNSA), Nevada Field Office	X
Scott Lewis—Nye County	X		
Paul Melendrez—Esmeralda County	X		
Michael Dalton—White Pine County	X	Legal Staff	Present
Billy Samuels—Clark County	X	Samantha Ladich—Senior Deputy Attorney General	X

1. CALL TO ORDER AND ROLL CALL

Chair, Jared Franco, Nevada Division of Emergency Management and Homeland Security (DEM/HS) called the meeting to order. Sherrean Whipple, DEM/HS performed roll call, and quorum was established for the meeting.

2. PUBLIC COMMENT

Chair Jared Franco opened the first period of public comment.

No public comment was provided during this period.

3. APPROVAL OF MINUTES

Sherrean Whipple noted the error of Lee Cabaniss being identified as representing Esmeralda County, which he represents Elko County. Ms. Whipple noted that this error will be changed.

Billy Samuels, Clark County, moved for a motion to approve the draft minutes of the October 26, 2023, Emergency Preparedness Working Group (EPWG) Meeting with the edit of Lee Cabaniss' representation. Eric Holt, Lincoln County, seconded the motion. Motion passed unanimously.

4. ROLLOUT OF THE NEW EMERGENCY PREPAREDNESS WORKING GROUP (EPWG) REPORT SUBMISSION UPDATE

Judith Lyman, DEM/HS Fiscal Manager, presented the new quarterly reporting website dashboard, beginning with the 2021 award, that shows that DEM/HS has received 10 requests and processed all but three of them. Ms. Lyman demonstrated how to fill out the quarterly reporting from the website. Ms. Lyman noted that the links were sent out to everyone in the working group from Suz Coyote.

Judith Lyman next discussed the declining balance dashboard that shows the total of over the five-year award, and how much has been spent to date by county. Ms. Lyman explained that on the dashboard, counties can see how much each has for each quarter, how much has been reimbursed, as well as the beginning balance based on how much has been requested.

Chair Jared Franco added that Grants Manager, Suz Coyote, is working on individual dashboards for each county, and that these will be rolled out soon. Chair Franco also added that the new sub-awards presented at the last meeting will be pushed out within the week for counties to re-sign for release.

Paul Melendrez asked if the actuals on the dashboard are for FY'22.

Chair Jared Franco indicated that these are the actuals based on FY'21 submissions for reimbursement as well as the amounts allocated for FY'22 through FY'25.

Judith Lyman clarified that this is an overall actual, not the individualized per year, and therefore shows the entire five years.

Billy Samuels indicated that access to the Smartsheet involves seeking approval and submitting. Chief Samuels questioned if there is a cleaner way to do this submission or if this will be the process moving forward.

Chair Jared Franco indicated that DEM/HS needs to set up an account on their end by adding email addresses to the dashboard.

Suz Coyote confirmed that the emails have already been added, and that the first sign-in includes the creation of the free Smartsheet account in order to access the dashboard.

Chair Jared Franco invited the members to reach out to DEM/HS should they need assistance in creating their Smartsheet accounts.

5. UPDATES FROM THE NEVADA DIVISION OF EMERGENCY MANAGEMENT/HOMELAND SECURITY - GRANTS SECTION

Chair Jared Franco updated that working group on the available amounts and noted that DEM/HS is still waiting on actual cash balance forward from the last approved grant. Chair Franco explained that due to leadership changes, the cash was never received and as a

result, DEM/HS needed to resubmit a number of documents. Chair Franco indicated that DOE confirmed that DEM/HS should have an answer by the following week and indicated that DEM/HS will push out that information via email to all of the counties once they have received it. Chair Franco indicated that the '21 balance is still out for the counties, and then the '22 through '25 will be released within the week.

Billy Samuels asked if MOUs are going to be done or if the money is coming forth straight to each county, noting that he needs inform the Board of County Commissioners as to the process.

Chair Jared Franco clarified that at the state level, MOUs are not assigned, so it will be a notice of sub-award, which will be a shortened version of the sub-award that has already been sent out for other grants. Chair Franco noted that it will be an annual notice of sub-award, starting with '22, '23, '24, '25 all on one sheet with the scope of work and budget for each of the years.

Billy Samuels questioned if there is a possibility of doing it in five-year increments in the future.

Chair Jared Franco explained that because the funding is received yearly, and not all up front for five years, DEM/HS uses the annual plan so as to ensure that the sub-award is actual cash that has been received. Chair Franco noted that if the funding process changes in the future, DEM/HS is open to revisiting the discussion.

Lee Cabaniss questioned if the scope of work aspect will remain as it has always been or if additional input needs to be provided into that scope of work.

Chair Jared Franco confirmed that the scope of work aspect is remaining the same as it has been in the past and noted the only change is the actual sub-award cover page of the information with the terms and conditions of the grant being all on one page.

Lee Cabaniss questioned if the language will continue to address this as a grant or if it will now be pass-through dollars.

Chair Jared Franco explained that as of now, the language still refers to this as a grant, but explained that it is a non-competitive grant, which is a funding source that allocates to the six counties in which DOE works. Chair Franco clarified that the current language defines this as a non-competitive pass-through grant for the six counties.

Paul Melendrez asked for confirmation that the FY'20 remaining balance funds specific to Esmeralda are still available as Esmeralda County is preparing to make a purchase.

Chair Jared Franco indicated that this is the balance forward to which he referred earlier on which DEM/HS is still waiting and should have the answer from DOE by the following week.

6. RAD PROGRAM TRAINING CALENDAR FOR LOCAL JURISDICTIONS

John Fansler, DEM/HS, indicated that DEM/HS is working on building up its radiation training program in hopes of offering more classes. Mr. Fansler informed the members of the intent to offer a radiation specialist class in Carson City around the May timeframe. Mr. Fansler also discussed a large-scale exercise on the I-80 corridor involving the whip (phonetic) shipments. Mr. Fansler concluded by informing the members that DEM/HS is also looking to provide some more MRC (phonetic) classes in the spring and summer in preparation for that large-scale exercise.

7. UPDATES FROM THE NEVADA DIVISION OF EMERGENCY MANAGEMENT/HOMELAND SECURITY – RAD PROGRAM COORDINATOR

Brent Harper, DEM/HS, indicated that calibrations are planned for April pending confirmation on the vehicle. Mr. Harper explained the intent to be in southern Nevada for the first part of April, Washoe County the following week, and then eastern Nevada the week after that. Mr. Harper concluded his presentation by noting that DEM/HS will be offering refresher training as the calibrations are done.

8. EPWG JURSDICTION PRESENTATION

Paul Melendrez, Emergency Manager of Esmeralda County, informed the group that the towns within the sphere of influence of Esmeralda County are Goldfield, Siler Peak, Dyer, and Gold Point, all of which, with the exception of Gold Point, are or have been working mine sites. Mr. Melendrez explained that the county was founded in 1861, making it one of the oldest counties, the population according to census is 743 with the county seat in Goldfield, the county covers a vast area of just over 3,500 square miles, and is in the fourth congressional district. Mr. Melendrez next discussed the phenomenal working relationships Esmeralda has with Mineral County, Nye County, Indio and Mono Counties in California. Mr. Melendrez explained the unique situation with California, given the fact that Esmeralda County does touch California and as such, both states share some jurisdictional obligations to the citizens within those counties. Mr. Melendrez reiterated the working mines within the community, and discussed the living ghost towns, agricultural areas, and Fish Lake Valley area.

Paul Melendrez next discussed recent history in Esmeralda County, noting that the County Commissioners removed the Department of Emergency Management position from the sheriff's office in 2022. As a result, Mr. Melendrez explained that Emergency Management had a significant amount of work to do to square away EPWG funding and grants. Mr. Melendrez next indicated that he took over as Emergency Management Coordinator as of August 8, 2022, when the Emergency Management Office was set up, and noted that the annual salary for the full DEM/HS Coordinator is \$45,000 annually and is EPWG-grant funded.

Paul Melendrez discussed some of the things covered by the EOC and EPWG funding, including the utility bills. Mr. Melendrez next shared a photo of old Station 1 in downtown Goldfield, then began discussing the onsite monitoring by the Nevada Department of

Emergency Management done in May of 2023, as well as the audits performed in 2016, '17, '18, '19, '20, and '21. Mr. Melendrez commended the professionalism of DEM/HS as well as the preparedness of Esmeralda County, noting that the audits resulted in a letter of satisfaction in June of 2023. Mr. Melendrez provided a picture of the EMTs in Esmeralda County reflecting their happiness following the monitoring.

Paul Melendrez next discussed the project costs for Esmeralda County for personnel and equipment, as well as for EOC support to upgrade the county's meeting ability and WEB EOC equipment. Mr. Melendrez also noted that if Clark County has any equipment they are willing to donate, Esmeralda County will be happy to accept it. Mr. Melendrez discussed the award for FY'22 and noted the breakdown of the spending.

Mr. Melendrez shared a story about Joe Gans and the longest flight in history, which took place in Goldfield in 1906, and compared this to the longest fight in history being that of the Emergency Management Coordinator in Esmeralda County. Mr. Melendrez concluded that Esmeralda is a Frontier County doing the best it can with limited equipment and thanked the members for their time.

Eric Holt commended Mr. Melendrez's presentation.

9. PUBLIC COMMENT

Chair Jared Franco opened the second period of public comment.

There was no public comment.

10. ADJOURNMENT

Chair Jared Franco called for a motion to adjourn the meeting. Eric Holt motioned to adjourn. Lee Cabaniss seconded the motion. Motion passed unanimously. Meeting adjourned.

DRAFT