



# Elko County Local Emergency Planning Committee

Nannini Administration Building, Suite 104  
540 Court Street, Elko, Nevada 89801  
Phone (775) 738-6816  
[www.elkocountynv.net](http://www.elkocountynv.net)

BOARD MEMBERS  
Lee Cabaniss  
Daniel Hassett  
Jack Snyder

MINUTES CLERK  
Jessica Shannon

## PUBLIC MEETING NOTICE

**The Elko County Local Emergency Planning Committee, County of Elko, State of Nevada, will meet on Thursday, February 9, 2023, in The Nannini Administration Building, Suite 102, 540 Court Street, Elko Nevada 89801 at 1:30 PM Pacific Time Zone**

Attached with this Notice is the Agenda for said meeting of the Board.  
This Notice is posted pursuant to NRS 241 as amended by the 2021 Legislature and is to be posted at the following places no later than three full working days before the meeting:

ELKO COUNTY MANAGER'S OFFICE  
ELKO COUNTY COURTHOUSE  
ELKO COUNTY WEBSITE: [www.elkocountynv.net](http://www.elkocountynv.net)  
NEVADA STATE WEBSITE: <https://notice.nv.gov>

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**AMANDA OSBORNE**  
**Elko County Manager**

## **WELCOME TO AN ELKO COUNTY BOARD OR COMMISSION MEETING!**

We are pleased you are interested in a meeting of one of Elko County's Boards or Commissions. Below is some basic information about our meetings and procedures for you to participate in your government.

### **AGENDAS**

The agenda is available on the Elko County website at [www.elkocountynv.net](http://www.elkocountynv.net). Hard copies are made available at the meeting, upon request at the County Manager's Office or posted as per NRS 241. Meetings are broadcast live from our website, under the Meetings tab on the home page of the website and then under Agendas, Videos, etc. You can also click the Watch Our Meetings tab on the right side of the home page. Videos of the meeting are available within 24 hours of the end of the meeting. Minutes, when finalized and approved by the Board/Commission, are also posted to that page. Our agendas contain Zoom meeting links if you can't be in person at our meetings.

### **PUBLIC COMMENT**

The public's participation in our meetings is valued and appreciated. The Board/Commission can only take action on items that are listed on an agenda properly posted prior to the meeting. During Comments by the General Public, speakers may address matters not listed on the agenda. The Open Meeting Law does not expressly prohibit responses to public comment by the Commissioners, but no deliberation on a matter can be considered without notice to the public. Public comment will also be called for on all agenda items marked FOR POSSIBLE ACTION.

If you are planning to speak during the meeting, please sign the sign-in-sheet at the back of the meeting room. This helps our recording clerk get the correct spelling of your name. When comments are called for, please approach the podium and state your name and who you represent, or raise your hand on Zoom.

If submitting comments or information on an agenda item, please submit to the County Manager's Office as soon as possible in order to provide opportunity for Board/Commission members to review and to avoid possible delays in a decision if not all information is presented previous to the start of a meeting. If information is presented at the meeting, you need to provide at least 10 copies, making sure to submit a copy to the recording secretary for the official public record. All information submitted becomes part of the public record and is added to the backup information for that agenda item on our website with 24 hours of the adjournment of the meeting.

Another avenue for making comments on agenda items, especially if you can't make a meeting, is our e-Comment system. If you open the agenda under the process described above, you will find a link by the agenda called e-Comment. Click on the link and follow the directions to register to comment and you are set to comment on specific agenda items. Please note that the e-comment period for a specific agenda closes 4 hours before the start of the meeting to allow those comments to be transmitted to our Board/Commission members and recording staff. Those reports are also uploaded to our agenda on the website.

### **CONSENT AGENDA**

Items listed under the Consent Agenda are considered to be routine in nature and are normally approved by one motion without extensive discussion. If a Board/Commission member wishes to comment or discuss a particular item, that item can be removed from the consent agenda and considered as a separate action during the meeting.



**ELKO COUNTY LOCAL EMERGENCY PLANNING  
COMMITTEE COUNTY OF ELKO, STATE OF NEVADA  
MEETING THE NANNINI ADMINISTRATION BUILDING,  
SUITE 102, 540 COURT STREET, ELKO NEVADA 89801 .**

**1:30 PM Pacific Time Zone**

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**Thursday, February 9, 2023**

**IN ACCORDANCE WITH NRS 241, THE COMMISSION MAY: (I) CHANGE THE ORDER OF THE AGENDA, (II) COMBINE TWO OR MORE AGENDA ITEMS FOR CONSIDERATION, (III) REMOVE AN ITEM FROM THE AGENDA OR DELAY DISCUSSION RELATING TO AN ITEM ON THE AGENDA AT ANY TIME, (IV) AND IF THE AGENDA IS NOT COMPLETED, RECESS THE MEETING AND CONTINUE ON ANOTHER SPECIFIED DATE AND TIME. THE PUBLIC CAN COMMENT ON ANY AGENDA ITEM BY BEING ACKNOWLEDGED BY THE CHAIR WHILE THE COMMISSION CONSIDERS THAT AGENDA ITEM.**

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**POSTING**

This agenda is posted pursuant to NRS 241 as amended by the 2021 Legislature and was posted at the following locations no later than February 6, 2023: ELKO COUNTY MANAGER'S OFFICE, ELKO COUNTY COURTHOUSE, NEVADA STATE WEBSITE (<https://notice.nv.gov/>) AND THE ELKO COUNTY WEBSITE ([www.elkocountynv.net](http://www.elkocountynv.net)).

**Join Our Zoom Meeting**

**Link In:** <https://us06web.zoom.us/j/85793405587?pwd=dXd2NjEyd0FqOG1qY2pKU0I3Z2hHQT09>

Meeting ID: 587 9340 5587

Passcode: 302237

**Dial In:** +1 669 900 6833

Meeting ID: 587 9340 5587

Passcode: 302237

**PUBLIC COMMENTS**

Public Comments may be submitted via email to:

LEPC Chair Lee Cabaniss - [lcabaniss@elkocountynv.net](mailto:lcabaniss@elkocountynv.net)

LEPC Vice Chair Jack S. Snyder III - [jssnyder@elkocitynv.gov](mailto:jssnyder@elkocitynv.gov)

Comments will be accepted up to 10:00 a.m. on the day of the meeting and should include the name of the person commenting for the record.

**PROCEDURE**

Please sign in at the back of the hearing room if you plan on speaking during the meeting and remember to state your name for the record at the podium before making your statement.

PLEASE PLACE YOUR PHONE ON MANNER MODE DURING THE MEETING.

**A. CALL TO ORDER AND CONFIRM QUORUM**

**B. INTRODUCTIONS**

**C. PLEDGE OF ALLEGIANCE**

**D. COMMENTS BY THE GENERAL PUBLIC**

Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION

**E. BOARD MEMBER RESIGNATION**

E.1 Discussion and consideration to accept the resignation of Jack Snyder from the Elko Fire Department.

FOR POSSIBLE ACTION

[Snyder Local Emergency Planning Committee Resignation](#)

**F. APPROVAL OF MINUTES**

F.1 Discussion and review of the minutes of the December 8, 2022 meeting and consideration to vote to amend an/or approve the minutes as provided.

FOR POSSIBLE ACTION

[Draft Minutes December 8, 2022 Local Emergency Planning Committee](#)

**G. ELECTION OF VICE CHAIR**

G.1 The Elko County Local Emergency Planning Committee shall hold nomination and election to fill the position of Vice Chair vacated by Jack Snyder for a term expiring on December 31, 2024.

Per the Elko County LEPC Bylaws, Article V, Section II, an election to fill this position will be held at the next regularly scheduled meeting following the resignation. The results of the election will be forwarded to the Board of County Commissioners for review and possible action.

FOR POSSIBLE ACTION

**H. REGIONAL RESPONSE TEAM**

H.1 Information and updates on the regional response plan.

NON-ACTION

## **I. TRAINING, CLASSES AND EXERCISES**

- I.1 Discussion and consideration of trainings, drills and/or exercises in Elko County and Eastern Nevada.

\*Discussion regarding participation in any National or Regional Exercises.

\*Announcements on Training Classes offered by the State and Federal agencies, plus any local classes.

\*Discussion and dates of department and agency training and exercises planned, required or desired.

FOR POSSIBLE ACTION

## **J. NON GOVERNMENTAL ORGANIZATIONS(NGO)/VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTER (VOAD)**

- J.1 Reports from Community Emergency Response Training(CERT), Red Cross and other volunteer organizations regarding organizational activities, responses and training opportunities within the community.

NON-ACTION

## **K. INCIDENTS AND EVENTS**

- K.1 The committee will discuss incidents and events that have occurred since the last meeting. Updated review of the situations will include determining if they will qualify to be used for State Emergency Response Commission (SERC) hazardous incident reporting or other state required training. Discussion will include using the live COVID-19 incidents, PODs and clinic for reporting of the cities and county response.

FOR POSSIBLE ACTION

## **L. GRANT STATUS**

- L.1 Review status on current grants. Invoices for outstanding grant funds shall be submitted to the chair for approval and forwarded to the fiscal officer for administration. Reports on those grants applied for and those received, including what items or training was requested.

FOR POSSIBLE ACTION

## **M. MEETING DATES**

FOR POSSIBLE ACTION

- M.1 Thursday - May 11, 2023 at 1:30 P.M.

- M.2 Thursday - August 10, 2023 at 1:30 P.M

- M.3 Thursday- November 9, 2023 at 1:30 PM

**N. REVIEW AND UPDATE OF ALL DOCUMENTS**

- N.1 The required documents include:
    - Updated HazMat Response Plan
    - Letter of Promulgation
    - Level of Response Form(s)
    - HazMat Exercise - Date of Exercise or Real Event
    - Exercise Schedule
    - Training Schedule
    - Equipment List
    - Affidavit of Publication
    - LEPC Membership List
    - LEPC Contact List
    - Updated Bylaws for LEPC
    - Tier II Facilities Print Out - (It was noted in the SERC meeting this must be printed, not the link)
    - NRTI-A Filled In
    - Meeting Agenda and Meeting Minutes for 2022
- FOR POSSIBLE ACTION

**O. BOARD AND COMMITTEE COMMENTS**

This time is devoted to comments by Board and Committee members for general information or update purposes. No action may be taken upon a matter raised under this item of the agenda until the matter has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION

**P. COMMENTS BY THE GENERAL PUBLIC**

Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION

**Q. ADJOURNMENT**

**NOTICE TO PERSONS WITH DISABILITIES**

We are please to make reasonable accommodations for members of the public who are disabled. If special arrangements are necessary, please notify Lee Cabaniss via e-mail at lcabaniss@elkocountynv.net. Forty eight hour advance notice is requested.

**E-COMMENT AND POSTING CERTIFICATE**

**ELKO COUNTY IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.**