



# Local Emergency Planning Committee (LEPC)

## Executive Committee Meeting Minutes

January 29, 2026 10 A.M.

Regional Emergency Operations Center

5195 Spectrum Boulevard, Reno, Nevada

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

Chair Noah Boyer called the meeting to order at 10:01 a.m. A quorum was established.

**PRESENT:** Chair Noah Boyer - WCS; Zebulon Nomura – TMFPD; and Nathan Goins - WCEM

#### **ABSENT:**

Also Present: Katherine Hoffman - Legal; Charles Lehman - Legal; Kelly Echeverria - WCEM; Kelsey Zaski - Secretary; and Francisco Ceballos - Treasurer.

### 2. PUBLIC COMMENT –

Noah Boyer explained that public comment can be called in using the TEAMS number, 775-325-0620. The phone conference ID is 706 051 842#.

There was no public comment.

### 3. APPROVAL of November 20, 2025, EXECUTIVE COMMITTEE MEETING MINUTES – (FOR POSSIBLE ACTION) – Noah Boyer, Chair

*It was moved by Nathan Goins, seconded by Zebulon Nomura to approve the minutes as presented.*

There was no public comment.

*The motion passed unanimously.*

- 4. LEPC MEMBERSHIP REVIEW – (FOR POSSIBLE ACTION)** – A review of new members, members unable to attend and possible actions regarding absences. – Kelsey Zaski, LEPC Secretary

Kelsey Zaski explained that the committee had received three applications: Reno-Sparks Indian Colony, the 152nd Air Wing of the Air National Guard, and the Nevada Peer Support Network. She stated the applications had been attached to the meeting invitation and were also available on her screen for review. She said the committee would be asked to make a motion to approve all three as members and that signatures and dates would then be collected before bringing them to the general membership meeting the following month.

Francisco Ceballos confirmed that the applications would be brought to the general membership meeting and added that the committee would also determine which membership category each organization should be assigned to within the general membership tracking.

Kelsey Zaski began with the 152nd Air Wing Air National Guard application and identified Jerry Brown as the proposed primary member and Quinn Lundbom as the alternate. She brought up the roster so the group could determine where the organization would best fit if approved.

Noah Boyer asked whether the Guard had participated in the past.

Kelly Echeverria replied that they had attended intermittently but not as a formal member and said it would be good to have them.

Noah Boyer asked if there was any downside to adding them.

Zebulon Nomura noted they had fire and hazardous materials capabilities.

The group discussed which category they should fall under.

Noah Boyer suggested “Emergency Management” since the application came from their emergency manager.

Francisco agreed.

Kelly Echeverria suggested creating a separate category, similar to how Triad had its own designation. She added that they could consider converting Triad's category to a HAZMAT-specific category and placing the Air National Guard there.

Noah Boyer expressed concern about assigning them to HAZMAT if their intent was broader emergency management involvement.

The group concluded the organization should remain under "Emergency Management" or a general category since the application did not specify a discipline.

Noah Boyer asked whether the committee would vote on each individually or together.

Charles Lehman advised they could approve all together for efficiency.

Kelsey Zaski then moved to the Reno-Sparks Indian Colony application.

Francisco Ceballos stated the applicant was replacing a previous representative and that the organization was already a member.

Kelly Echeverria clarified the form was simply used for membership changes and therefore did not require a vote.

Noah Boyer asked whether they would remain under the EM designation.

Kelsey noted that their application listed law enforcement as the discipline for which they were applying.

Francisco clarified that law enforcement is designated under EM within the Reno-Sparks Indian Colony.

Kelsey Zaski then presented the Nevada Peer Support Network application.

Noah stated the organization played a large role in regional response. He asked whether the application was related to funding or participation.

Francisco clarified they wanted greater involvement in the regional response rather than funding.

Kelsey Zaski asked the committee about placement.

Francisco suggested Health due to their focus on mental health services.

Kelsey suggested "Community".

Noah Boyer agreed "Community" was the best fit.

Kelsey Zaski summarized that the committee would vote on the two new memberships and simply note the status change for Reno-Sparks Indian Colony.

Francisco Ceballos reiterated that the change did not require action because the organization was already a member, and the vote would apply only to the Air National Guard and the Nevada Peer Support Network.

*It was moved by Noah Boyer, seconded by Zebulon Nomura to approve the applications of the Nevada Peer Support Network under the category of "Community" and the Air National Guard under the category of "Emergency Management".*

There was no public comment.

*The motion passed unanimously.*

Kelsey Zaski added that Sparks Police Department and Pyramid Lake had missed two consecutive meetings and a follow-up email would be sent informing them they needed to attend the next meeting to help ensure quorum. She noted that, based on her understanding, action is typically not taken until a third absence unless the committee felt other action was needed.

Noah Boyer asked whether Sparks Police Department had a grant application on the agenda that day. He said the committee could still send the notification and also discuss it during the meeting.

Noah asked whether a response had been received from KOLO regarding participation.

Kelsey stated that someone from KOLO attended the previous general membership meeting.

Noah asked about Tech Services as well.

Francisco explained that they also now had replacements after retirements and staffing shifts and were back in attendance.

**5. LEPC GENERAL MEMBERSHIP AGENDA REVIEW – (FOR POSSIBLE ACTION) – A review and approval of the agenda for the next General Membership Meeting. – Kelsey Zaski, LEPC Secretary**

Kelsey Zaski started by displaying the agenda. She recalled that at the prior executive meeting there had been discussion about adding a topic regarding hazardous materials

needs and response capacity across Washoe County due to grant funding changes and position shifts, and asked if the group still wanted to include that discussion.

Noah Boyer responded that they did want the discussion included and wanted to ensure representation from all sides, noting participation should include Truckee Meadows Fire, Reno Fire, and now the National Guard.

Kelsey Zaski replied that aside from that topic there were no major additions beyond the normal items and asked for any questions or revisions.

Francisco Ceballos noted that item number five appeared to be left over from the prior year and Kelly had presented on it previously.

Kelsey Zaski agreed to remove it.

Francisco asked that the Treasurer's report date references be updated to the correct years, and Kelsey Zaski confirmed the edits.

Noah Boyer asked Kelly whether Reno had been requesting more participation in events from the Emergency Operations Center.

Kelly confirmed they had and explained Reno had begun including Emergency Management in more events and was identifying a liaison position. She added she had asked them to provide earlier notice of events so staffing at the EOC could be planned, though none were currently scheduled.

Noah stated that George Gomez had taken over special events for WCS and would ensure Emergency Management was included moving forward.

Kelsey Zaski asked if there were any additional agenda changes.

Francisco suggested updating item number ten to read "designee," noting the representative often sends an email update instead of attending.

*It was moved by Noah Boyer, seconded by Nathan Goins to approve the general membership agenda with the discussed changes.*

There was no public comment.

*The motion passed unanimously.*

**6. LEPC CHAIR/BOARD MEMBER ANNOUNCEMENTS/ITEMS AND SELECTION OF TOPICS FOR FUTURE MEETINGS** - No discussion among committee members will take place on this item.

Noah Boyer asked if anyone had anything else they wanted to discuss.

There was no comment.

**7. PUBLIC COMMENT** – Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. Comments are to be addressed to the Committee as a whole.

Francisco Ceballos asked if Kelly wanted to address the bylaws in relation to grants and finance.

Kelly Echeverria stated that at the next bylaw review she would like the committee to consider adding a requirement that grant-funded equipment be tied to items identified through the Integrated Preparedness Planning Workshop and documented in the Integrated Preparedness Plan, closing an identified regional capability gap. She explained that the purpose of the planning process was to identify response gaps and then direct planning, training, equipment, and exercises toward addressing those needs. She added that purchasing equipment without tying it to those gaps would not support regional capability. The state was also considering similar requirements and that such a change would make the committee's funding decisions more strategic and cohesive.

Charles Lehman from the District Attorney's Office then reminded the group that, because the item was public comment, discussion or deliberation could not occur.

Francisco Ceballos noted they would also like to later consider adding an attendance component to the bylaws.

Noah Boyer asked when bylaws were typically reviewed

Francisco explained that the executive committee usually reviewed them around November but they could be placed on a future agenda.

**8.** Noah Boyer adjourned meeting at 10:29 am.