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**LOCAL EMERGENCY PLANNING COMMITTEE**  
Regular Committee Meeting Minutes  
January 14, 2016  
Fire Hall

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**A. CALL TO ORDER** – Chief Miller called the meeting to order at 12:05pm.

**B. ROLL CALL** – (Quorum established with one member present from four different categories.)

Present:

- Category 2: Fire Chief Dave Miller
- Category 3: Ken Fate, PIO
- Category 4: Annabel Lund, Carol Berge
- Category 5: Charles Howlett, Trish White
- Category 6: Mary Ann Hall, Don Jones
- Category 7: Al Stevens, LEPC Coordinator

Absent:

- Category 1: Mayor McConnell, Assembly Liaison.
- Category 2: Lt. Jeff Ankerfelt, Sitka PD, Valerie Herrera (resigned)
- Category 3: Donna Callistini, Public Educ Liason; Gayle Hammons, print media
- Category 5: Scott Wagner
- Category 6: vacancy (seat held by Bob Gorman, vacant due to expiration of term)

Others Present: Ellen Daly, Public Health

**C. ADDITIONS/DELETIONS TO AGENDA** – None.

**D. APPROVAL OF MINUTES**

M – Stevens/S – Jones to approve the minutes of December 10, 2015.

Motion carried.

**E. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA** – None.

**F. COMMUNICATIONS.**

1. Chief Miller presented the new communications technologies available for the Emergency Operations Center (EOC). A grant funded the purchase of flat screens and related communications technologies to improve the EOC. Many of the grant funded items arrived just after the land slide event of August 2015, and have recently been installed in the Fire Hall and are now operational. Training in the use of the items will be provided to Incident Command personnel.

**G. COMMITTEE REPORTS**

1. Pandemic Committee:
  - Ellen Daly recently attended the workshop on mass vaccination held in Juneau.
  - Thanks to Ken Fate, PIO, for getting the PSA's out reminding folks to get a flu vaccine.
2. HazMat Report:
  - Al Stevens reported on upgrades to local cold storages located on Katlian Street.
  - Brief report on a recent 38' seine boat sinking in Neva Straits.

3. Public Information Officer (PIO) Report:
  - PIO Ken Fate reported PSA's are ongoing for flu vaccination, earthquake and power outages.
  - The National Weather Service currently assists to trigger local Emergency Alert System notices. The local EOC will be able to trigger local Emergency Alert System notices once the State signs off on the local Emergency Alert System plan. On the State level, there have been frequent tests of the Emergency Alert System.
4. Red Cross:
  - House fire in Pelican – a report on aid provided by Sitka Red Cross to the Pelican family, in the event the family decided to relocate near relatives in Sitka.
5. Food Committee: No report.

**H. UNFINISHED BUSINESS:** None.

**I. NEW BUSINESS:**

1. Chief Miller and Assistant Chief Al Stevens will travel to Juneau February 4 for the Fire Chiefs' Association Meeting to do a presentation on "Lessons Learned from the Slide". Stevens noted that preparation for an emergency can only go so far, and the rest of the experience to respond to an emergency provides lessons learned.
2. A visit is pending from the State of Alaska LEPC Coordinator, pending travel funds.

**J. COMMITTEE COMMENTS**

1. Emergency plans have been re-typed into one format and are available in the Chief's Office. The emergency plans are also available on a thumb drive. The potential is there for the Emergency Plans to be accessible on the City web site. Web access is up for discussion.
2. Al Stevens reported he was invited to give an Incident Command presentation to an after school 4<sup>th</sup> grade group at Keet Gooshi Heen. The students were given a scenario and then tasked with coming up with the solutions. Stevens was impressed with all the 4<sup>th</sup> graders' solutions. LEPC members recommended the 4<sup>th</sup> graders be invited to report about this to Sitka's LEPC when the State LEPC Coordinator is present.

**K. SET NEXT MEETING AGENDA/DATE(S)**

Regular Meeting Date: monthly on the 2nd Thursday, noon at the Fire Hall.

The next regular meeting will be Thursday **February 11, 2016**, noon at the Fire Hall.

**M. ADJOURNMENT:**

Chief Miller adjourned the meeting at 12:32 pm.

MINUTES PREPARED BY:  
G. J. Peterson, Contract Secretary, City of Sitka