
LOCAL EMERGENCY PLANNING COMMITTEE
Regular Committee Meeting Minutes
May 14, 2015
Fire Hall

A. CALL TO ORDER – Chief Miller called the meeting to order at 12:07pm.

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

Category 2: Fire Chief Dave Miller
Category 3: Donna Callistini, Ken Fate, PIO
Category 4: Carol Berge
Category 5: Scott Wagner
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
Category 4: Annabel Lund
Category 5: Charles Howlett, Trish White
Category 6: Bob Gorman,

Others Present: George Bennett, SEARHC; Ellen Daly, Public Health Nurse, Joe Danon, SFD, Jud Kirkness, City Public Works.

C. ADDITIONS/DELETIONS TO AGENDA - None

D. APPROVAL OF MINUTES

M - Jones/S-Hall to approve the minutes of April 9, 2015 minutes.
Motion carried.

E. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

Jud Kirkness introduced himself as a City Employee with Public Works. He is concerned newly hired City Employees are unaware of Local Emergency Plan(s) and City Employee roles in the plan(s) when activated. He recommended targeted training & orientation for newly hired City Employees filling positions that would be utilized in the event of implementing the Emergency Plan(s). He informed LEPC members that he was not aware of Public Works employee roles in the event of a local emergency until he attended an Incident Command training presented by Al Stevens. He recommended LEPC provide new hire City Employees with relevant information about the employee's role in the event of a local emergency. He noted most City supervisors are busy with primary day to day duties and do not realize new hires are not fully informed of the roles of City staff in local emergencies.

F. COMMUNICATIONS

A video of the recent Disaster Drill was viewed. Al Stevens provided additional information about the drill exercise. Reports from participating LEPC evaluators Don Jones (stationed at Sitka Community Hospital) and Carol Berge (multiple sites), along with George Bennett, SEARHC representative, were provided. Ken Fate stated it was notable Sitka has a plan for emergency counseling and Al Stevens expressed appreciation for Carol Berge's efforts.

G. COMMITTEE REPORTS

1. Pandemic Committee: None.
2. HazMat Report: Joe Danon reported:
 - HazMat calls have been minimal since last month.
 - The oil spill drill with the Coast Guard went exceedingly well; the City had the opportunity to interface in an Incident Command System with the Coast Guard, which is mandated in a hazmat incident. The Coast Guard, DEC, Park Service, and City worked together; this team was bigger than it would be in an actual event in order to give staff in all entities more experience.
 - A draft of the upcoming June 10 Quarterly HazMat meeting in Anchorage was shared with Sitka LEPC members. The FBI will provide WMD presentation.
 - DEC released an email on hydrofluoric acid used in mines on the North Slope; an effort is underway to prohibit the use of hydrofluoric acid on the North Slope.
3. Public Information Officer (PIO) Report: none.
4. Red Cross:
 - Al Stevens said it was good to see the system at work in a recent structure fire – the Red Cross responded immediately to provide assistance to the owner.
5. Food Committee: None.

H. UNFINISHED BUSINESS: None.

I. NEW BUSINESS:

1. The State installed a siren near the Mill site, related to the Blue Lake Dam Expansion.
2. Al Stevens proposed adding the month of June to the LEPC Summer Recess. If a need arises for a meeting, it can be called at any time.

**M - Stevens/S-Fate to amend the 2015 Summer Recess to include the month of June.
Motion carried.**

J. COMMITTEE COMMENTS

1. Donna Diamond reported on a presentation to the Better Breathers Club at the Swan Lake Senior Center. An idea for the emergency preparedness kit: a pair(s) of reading glasses. Next group presentation will be the Lutheran Church.
2. Active Shooter Drill is upcoming this MTW for law enforcement and EMS providers.
3. In response to an LEPC inquiry, a recent EMS call required the use of emergency jaws to access and remove a patient from an old van used by homeless individuals as a shelter.

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 **September 10, 2015**, noon at the Fire Hall, following the Summer Recess.

Reminder: LEPC will recess **June**, July and August 2015.

M. ADJOURNMENT:

**M - Stevens/S - Jones to adjourn LEPC until September 10, 2015.
Motion carried.**

The meeting adjourned at 12:40pm.

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