
LOCAL EMERGENCY PLANNING COMMITTEE
Regular Committee Meeting Minutes
October 8, 2015
Fire Hall

A. CALL TO ORDER – Assistant Chief Al Stevens called the meeting to order at 12:00pm.

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

Category 1: Mayor McConnell, Assembly Liaison.

Category 3: Ken Fate, PIO, Donna Callistini, Public Educ Liason, Gayle Hammons, print media

Category 4: Annabel Lund, Carol Berge

Category 5: Trish White, Charles Howlett, Scott Wagner

Category 6: Mary Ann Hall

Category 7: Al Stevens, LEPC Coordinator

Absent:

Category 2: Fire Chief Dave Miller, Lt. Jeff Ankerfelt, Sitka PD, Valerie Herrera (resigned)

Category 6: Bob Gorman, Don Jones

Others Present: Lance Ewers, SPD; Joe Danon, SFD; Pharmacy Intern: Ashley Lane.

C. ADDITIONS/DELETIONS TO AGENDA – None.

D. INTRODUCTIONS & PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

Newly appointed Member Gayle Hammons was welcomed to LEPC.

Vice Chair Trish White introduced Ashley Lane, Pharmacy Intern at White's Pharmacy.

E. APPROVAL OF MINUTES

M – Lund/S – Hammons – to approve the minutes of September 10, 2015.

Motion carried.

F. COMMUNICATIONS.

- Newly appointed LEPC Member Hammons reported City Clerk Petersen informed Hammons her appointment to LEPC is in “Category 3 Media/Broadcast” and she is to work with Ken Fate, LEPC’s PIO to provide print media. Ms Hammons offered her expertise in print communications. LEPC Coordinator Stevens welcomed Ms. Hammons’ willingness to serve.
- Assistant Chief/LEPC Coordinator Stevens briefly reviewed the Incident Command System (ICS). He also briefly outlined required training levels of ICS, as well as Public Information Officers (PIO) in ICS and the critical role of PIO during emergency events.
- Ms. Hammons received a request from a member of the public for printed information about public participation in drills.

G. COMMITTEE REPORTS

1. Pandemic Committee:

- Vice Chair White informed LEPC members there is plenty of flu vaccine in the community and it is effective in protecting against a broad spectrum of influenza virus.
- Assistant Chief Stevens commented that a community wide flu clinic event is an excellent opportunity to practice the Incident Command System.

2. HazMat Report: Joe Danon reported:
 - Danon will attend HazMat work group meeting in Anchorage Oct 14 & 15, 2015. FBI training will be provided on HazMat response to Meth incidents.
 - Stevens requested Danon return with information about responding to “spice” incidents. Stevens emphasized that although there have been no incidents in Sitka yet, Anchorage is experiencing frequent emergency response calls to “spice” abuse.
3. Public Information Officer (PIO) Report:
 - Ken Fate, PIO, reported fire safety psa’s have been recorded by members of SFD and will be broadcast on radio during Fire Prevention Month.
 - Emergency Preparedness PSA’s and Immunization PSA’s will also be broadcast.
 - Donna Callestini, Public Education Liaison, reported on brochures and other information being prepared and disseminated to the public to promote “Mapping Your Neighborhood”. She welcomed Ms. Hammons’ participation in this project.
4. Red Cross: Annabel Lund will attend a workshop on Tsunami preparedness in Hawaii.
5. Food Committee: None.

H. UNFINISHED BUSINESS: None.

I. NEW BUSINESS:

1. Al Stevens informed LEPC of the National Weather Service warnings about hurricane force winds (remnants of Hurricane Oho, traveling north from Hawaii) that will approach Southeast Alaska in the next 24 to 48 hours. This will be followed by another separate weather system that could also bring high winds and rain.
2. Ken Fate, PIO confirmed weather PSA’s are being broadcast to alert the community to approaching severe weather.

J. COMMITTEE COMMENTS

1. Al Stevens reported Thank You letters were sent on behalf of the Mayor to all agencies involved in the response to recent landslide events.
2. Trish White asked if a geologist report has been made available. Stevens reported he understands Sitka Sound Science Center is gathering and reporting this information.

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 **November 12, 2015**, noon at the Fire Hall.

M. ADJOURNMENT:

M – Fate/S – Lund to adjourn.

Motion carried.

The meeting adjourned at 12:48pm.

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