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**LOCAL EMERGENCY PLANNING COMMITTEE**  
Regular Committee Meeting Minutes  
November 12, 2015  
Fire Hall

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**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: Donna Callistini, Public Educ Liason; Gayle Hammons, print media

Category 4: Carol Berge

Category 5: Charles Howlett

Category 6: Mary Ann Hall, Bob Gorman, Don Jones

Category 7: Al Stevens, LEPC Coordinator

Others: Todd Dokey, emergency ham operator; Wendy Fowler, Sitka Community Hospital;  
Sierra Schauer, Craig Warren & Joe Danon, SFD.

Absent:

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

Category 3: Ken Fate, PIO

Category 4: Annabel Lund

Category 5: Trish White, Scott Wagner

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

**D. WELCOME & INTRODUCTIONS**

Charles Howlett introduced Wendy Fowler, Sitka Community Hospital; and Al Stevens introduced Sierra Schauer, a member of SFD interested in emergency management.

**E. APPROVAL OF MINUTES**

**M/S– to approve the minutes of October 8, 2015.**

**Motion carried.**

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

**G. COMMUNICATIONS.**

Emergency Broadcast System Update: in the absence of PIO Ken Fate, Al Stevens invited Todd Dokey and Craig Warren, SFD, to report on a recent meeting with Homeland Security in which an update has been introduced and will be implemented to the Emergency Broadcast System. Craig Warren reported how the update provides information pertinent to geographic location(s). The update allows authorized Sitka officials to activate notification of any type of emergency through the NOAA weather station in Juneau. The system is automatically activated in the event of a Tsunami warning. Warren contrasted this “one stop shop” system to the many steps involved over the past 15 to 20 years. Benefits include ability for local emergency committee authorities at local broadcast stations to specify permission criteria for Emergency Broadcast System to take over control of a broadcast system once the Emergency Broadcast System has been activated. The Local Emergency Planning Committee will be the required local committee to oversee the Emergency Broadcast System in the Sitka area.

## H. COMMITTEE REPORTS

1. Pandemic Committee: none.
2. HazMat Report:

Joe Danon reported:

- He attended the HazMat work group in Anchorage Oct 14 & 15, 2015.
- He received Meth awareness training on HazMat response to Meth incidents. Meth appears to be decreasing statewide, which is good news.
- There was not much HazMat information about “spice”.
- There was information provided on HazMat consequences of the legalization of marijuana, which has resulted in a rise in the making of an extract known as BHO, aka Butane Honey Oil, a very dangerous process using highly explosive butane.

Al Stevens reported:

- Sitka Sound Seafoods is performing a remodel and upgrade of their maintenance system. Tim Ryan takes the situation seriously and has done a good job of keeping the SFD informed. A few minor releases have been reported during the remodel.
3. Public Information Officer (PIO) Report: None.
  4. Red Cross: A letter from American Red Cross’ Director acknowledged the City’s appreciation of Red Cross assistance provided during the landslide event in August 2015.
  5. Food Committee: Bob Gorman reported efforts continue with the Salvation Army to locate a site for an emergency food bank. There will be a food drive in November.

## I. UNFINISHED BUSINESS:

1. Al Stevens reported the Department of Homeland Security will reimburse the City on costs to clear debris from the landslide area on Kramer Avenue.

## J. NEW BUSINESS:

1. Donna Callestini announced an emergency preparedness presentation will be given November 19 at Sitka Lutheran Church.
2. Todd Dokey, emergency ham operator Coordinator, upgraded his ham operator license.

## K. COMMITTEE COMMENTS

1. Don Jones announced there is still a vacancy on the Police and Fire Commission. Anyone interested in serving should contact the City Clerk.

## L. 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 **December 10, 2015**, noon at the Fire Hall.

## M. ADJOURNMENT:

**M – Jones/S – Hammons to adjourn.**

**Motion carried.**

The meeting adjourned at 12:27pm.

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