
LOCAL EMERGENCY PLANNING COMMITTEE
Regular Committee Meeting Minutes
December 10, 2015
Fire Hall

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 1: Mayor McConnell, Assembly Liaison.

Category 2: Fire Chief Dave Miller

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

Category 5: Charles Howlett, Trish White, Scott Wagner

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

Category 7: Al Stevens, LEPC Coordinator

Absent:

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

Category 4: Annabel Lund, Carol Berge

Category 5: Charles Howlett

Others Present: Shannon Freitas, SEARHC; Ellen Daly, Public Health; Adam Horton, SFD

C. ADDITIONS/DELETIONS TO AGENDA – None.

D. WELCOME & INTRODUCTIONS

Chief Miller welcomed all to the last regular LEPC meeting for 2015 and invited introductions. Shannon Freitas, SEAHRC, was hired to fill the position previously held by Valerie Herrera. LEPC members introduced themselves, providing brief biographical information pertinent to individual roles in LEPC.

E. APPROVAL OF MINUTES

M/S– to approve the minutes of November 12, 2015.

Motion carried.

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

G. COMMUNICATIONS.

1. The new Alaska LEPC Coordinator will attend the next regular meeting, Thursday, January 14, 2016, to meet Sitka’s Local Emergency Planning Committee members.
2. Chief Miller gave an overview of 2015 events pertinent to the Fire Department and LEPC. Updates on various event processes that continue were provided, including the oil spill cleanup and landslide debris removal. Chief Miller informed LEPC members of the availability of a publication available from the Island Institute: [Notes from the Landslide](#). Proceeds will be used as a fundraiser.

H. COMMITTEE REPORTS

1. Pandemic Committee:
 - Ellen Daly encouraged all to obtain flu vaccination and reported plenty of flu vaccine is available to all from public health centers. Guidelines for the sliding fee scale are modified annually – no one will be turned away for inability to pay. Flu

incidents are low so far in the USA. In SE Alaska, ten cases of flu have been reported as of the end of November 2015. Travelers can visit the CDC website to view a map of incidents of reported flu in various geographic locations.

- January 12 – 13, 2016 a workshop will be held in Juneau for mass dispensing of antibiotics. Any one who may be involved in emergency mass dispensing of vaccine may be interested in attending this workshop.
2. HazMat Report:
 - No official report this month.
 - Chief Miller expounded on the method used to dispose of oil pads used to mop up the August 2015 oil spill, which is almost complete. The disposal has been an internal process, using oil drums to burn the pads. This has saved the City approximately \$50,000 – \$60,000. The alternative was to contract the disposal to an outside entity, which would have involved shipping the oil pads out of town at an estimated expense of \$75,000. Chief Miller recommended the City continue internal disposal of local oil waste, as opposed to shipping oil waste out of town, as has been the past practice.
 3. Public Information Officer (PIO) Report:
 - PIO Ken Fate reported that before the November LEPC meeting a couple State officials were brought to Sitka to meet with local broadcasters and emergency responders to take advantage of technical developments to the National Emergency Alert System (EAS; formerly known as the Emergency Broadcast System). New technology now makes it possible for local, regional and statewide origination of Emergency Alert messages by local broadcasters. The gathering helped local broadcasters and emergency responders identify how to authorize the local trigger of local emergency alert messages for the local broadcasters. The information gathered was developed and will be submitted to the State for approval, and then the City will have an official local emergency alert origination process. Examples were provided of how local emergency alert messages could be utilized. In the event of a local emergency prior to formal State approval of the local origination process, the State would authorize a local alert message.
 4. Red Cross:
 - No official report this month.
 - Don Jones informed and reminded LEPC members an emergency/weather alert wind-up radio with a Red Cross logo is available for purchase. Donna Callestini confirmed a similar radio without the Red Cross logo can also be purchased.
 5. Food Committee:
 - No official report this month.
 - Chief Miller expounded on the challenges of food rotation in a food bank.

I. UNFINISHED BUSINESS:

1. Chief Miller recapped the major 2015 events. The City was well prepared to handle local emergencies as a result of the efforts of this committee and LEPC Coordinator Al Stevens, who spearheaded the update to all of the City's local emergency plans and training of key individuals and agencies in the Incident Command System. As a result, Sitka's emergency plans were well utilized and functional when needed most. The community as a whole came together and individuals came forward to offer every kind of assistance possible. Committee members observed communication between agencies was improved as a result.

2. Chief Miller observed one lesson learned is that in the aftermath of a major local emergency event(s), everything takes time, and requires paperwork. Debris removal of the landslide has resumed and is expected to be complete by the end of December.
3. One question fielded was why building is permitted in any area that could be prone to a natural disaster. Chief Miller observed if all the areas with a potential for some type of disaster were eliminated from building, where in the world would it be safe to build a home? This is part of life, and the effort of all is to mitigate as much as possible to make areas lived in safe and to prepare for responding as best as possible if a natural disaster event occurs.
4. Data of responders to the August events tallied over 500 unpaid volunteers; there were 23 to 30 agencies involved in the incident command in one way or another. Every law enforcement agency provided staff. Activity went around the clock for 10 days or so.

J. NEW BUSINESS: None.

K. COMMITTEE COMMENTS

1. Be Bright – Be Seen: Chief Miller informed LEPC members clothing designed for being seen in darkness is encouraged. Reflective knit hats are now available from retailers.
2. Shannon Freitas, SEARHC, inquired if there were an official drill calendar. Chief Miller confirmed SEARHC is included in drills and table top exercises as they occur. Some annual and biannual drills were mentioned; MMRS trailers are located in Sitka for SE Alaska. Compatibility of patient tracking systems is planned for 2016; at present two systems are available but not compatible.
3. A vacancy(ies) remains on the Police and Fire Commission. Anyone interested in serving is urged to contact the City Clerk.
4. Hazards were explained regarding the ingredient of butane used in a method to process a concentrate of THC from personal use marijuana. Butane is a hazardous substance of concern to the Fire Department.

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 **January 14, 2015**, noon at the Fire Hall.

M. ADJOURNMENT:

Chief Miller adjourned the meeting at 1:00 pm.

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