

LOCAL EMERGENCY PLANNING COMMITTEE

Regular Committee Meeting Minutes
Thursday, November 8, 2007 12:00 P.M.
Harrigan Centennial Hall

A. CALL TO ORDER

Chair Elmer called the meeting to order at 12:00 P.M.

B. ROLL CALL

Present:	Scott Elmer	Ken Coffin	Penny Lehmann
	Kathy Ingallinera	Todd Bergman	Ken Fate
	Trish White	Gwen Lazzarini	Michelle Kennedy
	Tom Marthaller	Kathleen Miller	
Absent:	Martin Stephens	Myron Fribush	Leslie Wood
	Nathan Young	Barry Allen	Marco Dapcevich

Others Present: Peter Kennedy, Pioneers' Home Building Manager

C. INTRODUCTION OF NEW MEMBERS

Kathy Miller, Sitka Tribe of Alaska, was introduced as a new member of the Committee

D. APPROVAL OF MINUTES – AUGUST 9, 2007 MEETING

MOTION: M/S Marthaller/Elmer moved to approve the minutes from the August 9, 2007 meeting

ACTION: Motion PASSED 11-0 on a voice vote

E. ADDITIONS/DELETIONS TO AGENDA

F. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

G. COMMUNICATIONS

H. COMMITTEE REPORTS

I. OLD BUSINESS

1. Public Information Flyer/Pamphlet

Chair Elmer handed out updated flyers for members to proof. After corrections the flyer will be a finished product and will be ready to mail out to the public. It will cost approximately \$1,000 to mail and approximately \$3,500 to print through Aurora.

2. Emergency Sheltering Plan Update

Chair Elmer and Todd Bergman discussed their training in Juneau which included the importance of shelter locations and Red Cross procedures. Mr. Bergman presented the manual from the training for members to review. He also stated the value of network building with surrounding Southeast communities. There is funding for the community available for training and exercises. He explained that Mt. Edgumbe High School has no shelter plan but has the square footage and facilities to be an emergency shelter.

3. Secondary Operations Center Update

No updates other than the members would like to see a radio antennae installed.

4. Draft EOP Update

The scope of work has been received. Neither basic costs nor funding is available yet.

5. Agency-Awareness Meeting

Ken Coffin discussed the agenda for the upcoming Agency-Awareness Meeting to be held on Thursday, February 9, 2008 from 1:00 – 3:00 P.M. at Centennial Hall. Gwen Lazzarini, Kathy Ingallinera and he are on this sub-committee.

6. Meeting Date Change

Chair Elmer stated to the members that the LEPC is required to meet monthly per the City ordinance. He suggested by meeting each month separate groups can break off and work on specific topics more in-depth. These meetings will have to be advertised to the public and he would like to see them take place at the fire station. Ken Fate asked if a member has to be present if they're not currently working on any specific projects and suggested asking the Assembly to change the wording of the ordinance so the Committee can continue meeting quarterly. Chair Elmer will research and look into the possibility of changing the ordinance. Gwen Lazzarini stated that she is in favor of monthly meetings and would like to include other agencies, such as the Harbormaster.

The EOP update is a large undertaking. Meeting monthly would facilitate the completion of the update.

J. NEW BUSINESS

1. Election of Vice Chair

MOTION: M/S Coffin/Lehmann moved to open the nominations for Vice Chair

ACTION: Motion PASSED 11-0 on a voice vote

MOTION: M/S White/Marthaller moved to nominate Ken Fate

ACTION: Motion PASSED 11-0 on a voice vote

MOTION: M/S Ingallinera/Elmer moved to nominate Ken Coffin

ACTION: Motion PASSED 11-0 on a voice vote

MOTION: M/S Elmer/Marthaller moved to nominate Gwen Lazzarini

ACTION: Motion PASSED 11-0 on a voice vote

Chair Elmer suggested members handwrite their vote on paper and submit to recording secretary. The recording secretary stated the number of votes: Ken Coffin received 3 votes, Ken Fate received 5 votes and Gwen Lazzarini received 3 votes. **Ken Fate was voted in as Vice Chair.**

K. COMMISSION COMMENTS

Chair Elmer briefly discussed funding and grant availability from Homeland Security. Ken Fate discussed post-tsunami communications and the use of generators for broadcasting and will explore specific funding for said use.

Todd Bergman asked the members if they want to pursue training as a group.

Chair Elmer went over the inundation map handout regarding siren audible ranges. The dark red circles represent current siren range and the light red circles represent proposed siren range. He will have another map and funding update in a few months. The State of Alaska has \$75,000 for Sitka for siren updating. The outlying islands will be able to hear warning sirens with the new system.

L. SET NEXT MEETING DATE AND AGENDA ITEMS

Next meeting date: Thursday, December 13, 2007, at noon at the fire station

M. ADJOURNMENT

MOTION: M/S White/Marthaller moved to adjourn

ACTION: Motion PASSED 11-0 on a voice vote

PREPARED BY: Erin Olmstead
Contract Secretary