
LOCAL EMERGENCY PLANNING COMMITTEE
Regular Committee Meeting Minutes
September 8, 2011
Fire Hall

A. CALL TO ORDER – Chair Miller called the meeting to order at 12:10pm.

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

Present:

Category 2: Fire Chief Dave Miller, Penny Lehmann, Myron Fribush.

Category 5: Trish White.

Category 6: Donna Callistini, Mary Ann Hall.

Category 7: Al Stevens, LEPC Coordinator.

Absent:

Category 1: Mayor Westover, Assembly Liaison (excused).

Category 2: Leslie Wood, Dan Youngberg, Lt. Barry Allen (all excused), vacancy (1).

Category 3: Ken Fate, PIO, vacancy (1).

Category 4: Annabel Lund, vacancy (1).

Category 5: Charles Howlett.

Category 6: Michelle Kennedy.

Others Present:

Guests: Thor Christianson, SEREMS & City Assembly; Tom Mattice, Juneau Emergency Programs; Pharmacy Interns: Kelsey Postma & Charles Elroy, III.

Contract Secretary: Gail Johansen Peterson.

C. INTRODUCTION OF NEW MEMBERS & Welcome Guests.

Chair Miller welcomed and introduced new/returning LEPC member Mary Ann Hall. Guests present were also welcomed and introduced.

D. ADDITIONS/DELETIONS TO AGENDA

Ken Fate's Report on portable radios "FM Radio in a box" will be provided at the October meeting.

E. NEW BUSINESS

Tom Mattice, Juneau's Emergency Manager, introduced his role in coordinating mass casualty response for all of Southeast Alaska. There are eight mass casualty tents in Southeast, and he is building support and training community teams to deploy the mass casualty tents. He reviewed current funding for projects to be implemented in the next twelve months: to develop teams in Sitka, Critical Incident Stress Management Courses and Foundations of Disaster Mental Health Courses will be offered in Sitka. Throughout Southeast, there is funding to offer ETT training, with schools and smaller communities as target priorities.

Mr. Mattice answered LEPC member questions. The Mass Casualty tent will be set up for training purposes in the Fire Hall on Saturday, September 10. The difficulties of maintaining a blood bank during a mass casualty in Southeast Alaska was discussed. The definition of "mass casualty" is any number of injured people over the number of people an area is equipped with resources to respond to and handle. Mr. Mattice encourages alerting the State Emergency Coordination Center at the onset of an emergency, rather than waiting until local resources are beyond capacity.

F. APPROVAL OF MINUTES

The minutes were corrected to reflect Donna Dimond's new legal surname: Callistini.

M-Stevens/S-White to approve the minutes of August 11, 2011 as corrected. Motion carried.

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

H. COMMUNICATIONS – None.

I. COMMITTEE REPORTS

Pandemic Work Group Report – Penny Lehmann submitted the Sitka specific, State of Alaska POD Planning Mass Vaccine to the State's pandemic Nurse Consultant for review. Local inventory of flu vaccine was discussed. A collaborative agreement is being developed by the local pharmacy with an eligible nurse so that flu vaccine can be provided. Committee member questions were answered. The next Pandemic work group meeting will be held October 24 at 1pm in the Fire Hall.

J. OLD BUSINESS

Chair Miller and LEPC Coordinator Stevens reviewed activities during the past month:

1. A mass casualty drill was held at the Waste Water Treatment Plant. Chlorine is no longer a hazardous threat and does not fall under the Tier II reporting requirements; Chlorine is stored in granular pellets and can be made as needed on site. The only Hazmat there is now the contents of the building – the waste water being treated.
2. Sitka Community Hospital held a table top ICS drill.
3. Mt. Edgecumbe will also do a table top exercise to become more NIMS compliant.
4. Public Works Debris Removal Plan is being developed and a draft will be ready for review soon.
5. Chair Miller and LEPC Coordinator Stevens gave a presentation to the Chamber of Commerce. Ideas useful to the business community during an emergency were discussed, such as a phone tree originating with LEPC communicating with the Chamber.
6. Mt. Edgecumbe High School's evacuation plan is still under development; for a short notice emergency, students will be able to go to Mt. Edgecumbe Hospital.
7. PIO class will be held October 13 and 14, 2011 at the Fire Hall. The class is full.
8. LEPC invited to attend the SE Alaska Tsunami Conference, September 13-15, 2011 at Westmark.
9. Mass Casualty Tent will be set up for training purposes on September 10, 2011 at the Fire Hall.

K. COMMENTS

Bill Peters' term recently expired on LEPC. He hoped someone else at SEARHC would apply.

L. SET NEXT MEETING DATE(S)

LEPC Regular Monthly Meetings: Second Thursday of each Month, noon at the Fire Hall.

Due to the PIO class being held on the date of the next regular meeting, it was suggested the October meeting be postponed.

M-Stevens/S-Miller to move the next meeting date to October 20, 2011. Motion carried.

Next Regular Meeting Date: **October 20, 2011, Noon, Fire Hall.**

N. ADJOURNMENT

M – Stevens/S – Callistini to adjourn the meeting. Motion carried.

Chair Miller adjourned the meeting at 1:05pm.

MINUTES PREPARED BY:
Gail Johansen Peterson, Contract Secretary, City of Sitka