
LOCAL EMERGENCY PLANNING COMMITTEE
Regular Committee Meeting Minutes
February 8, 2007
Sitka Fire Station

A. CALL TO ORDER

Chair Scott Elmer called the meeting to order at 12:10 pm following the testing of the Community Emergency Alert Siren System at noon.

B. ROLL CALL

Present:	Fire Chief Scott Elmer	Ms. Kathy Ingallinera
	Ms. Michelle Kennedy	Lt. Barry Allen
	Mr. Ken Coffin	Ms. Julianne McGuinness
	Ms. Gwen Lazzarini	Dr. Leslie Wood
	Mr. Nathan Young	Dr. Myron Fribush
	Mr. Martin Stephens	Mr. Todd Bergman
	Mr. Tom Marthaller	

Others Present:	James Johnson	- AK Division of Homeland Security & Emergency Management
	Pat Alexander	- SEARHC
	Bill Peters	- SEARHC
	Ken Fate	- KCAW Raven Radio
	Teresa Holt	- UAS

Absent:	Dr. J. Russell Bowman	Ms. Penny Lehmann
	Ms. Trish White	Dr. Elliot Bruhl
	Mayor Marko Dapcevich	

The Secretary informed the members that Mr. Badagliacca has tendered his resignation from the Committee.

C. INTRODUCTION OF NEW MEMBERS

The Chair welcomed Mr. Stephens, Mr. Bergman, and Mr. Marthaller as new members of the Committee.

D. APPROVAL OF MINUTES – Nov. 9th, 2006 MEETING

MOTION: M/S Lazzarini/Kennedy moved to approve the minutes from the November 9th, 2006 Meeting.

DISCUSSION: Ms. McGuinness proposed amending the last paragraph, "Radio Interference," on page 2 to read as:

“Ms. McGuinness shared with the Committee information about PROBLEMS IN THE radio transmission REPORTS by SPD and hospital personnel. She SPOKE ABOUT REPEATER STATIC PROBLEMS AND SAID THAT THEY ARE currently tracking down the source of the interference...”

ACTION: Motion to approve the minutes, as amended, **PASSED unanimously** on a voice vote.

E. ADDITIONS/DELETIONS TO AGENDA

The Chair told the members that due to time constraints, they will have to run through the agenda quicker than they normally would. Mr. Johnson of the Alaska Division on Homeland Security and Emergency Management will be making a presentation on LEPC operations and responsibilities which will take up around 45 minutes.

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

G. COMMUNICATIONS

H. OLD BUSINESS

1. Tsunami Inundation Mapping

The Chair said that the project is on track and he is expecting results this summer.

2. Homeland Security Grant Program Report

The Chair has not received reports from Sitka Police Department Technician Mr. White but he reminded the members and other agencies to provide Mr. White information about their radio frequencies, main agency contact names and phone numbers. Mr. White is currently working on the communications plan and would need the information from the different agencies.

3. Sheltering Plan for Emergency Personnel

No information.

4. Secondary Emergency Operations Center Update

Lt. Allen said that SPD has checked out Keet Gooshi Heen Elementary School. They need to work on phone jacks and location of the permanent antenna.

5. Draft EOP update

The Chair told the members that the EOP update project is still on the front burner and he is working with the hospitals for funding to hire a consultant to update the plan.

6. Agency-Awareness Meeting

Ms. Lazzarini outlined the plan that she, Mr. Coffin and Ms. McGuinness put together for the agency-awareness meeting. To wit:

- It will be held at Harrigan Centennial Hall.
- Refreshments will be served.
- Name badges will be prepared as well as the list of agencies and format of the meeting.
- The date needs to be finalized.

Ms. McGuinness stressed the need for enhanced communication among first responders and the meeting will be a good venue for networking which could pave the way for future responses to move more smoothly.

Mr. Coffin pointed out that there are several other agencies that could participate in the meeting.

The Chair said they will decide on the meeting date in the next quarterly meeting.

I. NEW BUSINESS

1. Presentation by Mr. Johnson

At the outset, Mr. Johnson gave an overview on the Local Emergency Planning Committee and its legislative background particularly in relation to the Superfund Amendments Reauthorization Act (SARA) Title III. This piece of legislation empowers citizens and emergency responders with the right of to know the hazardous materials in the community where they live and work. He spoke about what is required of LEPCs by federal and state statutes.

He walked the members through the organizational structure of the State Emergency Response Commission (SERC), its operations and how SERC works with the LEPCs throughout the State. He noted that SERC is composed of representatives from various state and federal agencies. It exists to ensure that State, federal and local emergency planning and preparedness is established, integrated and mutually supporting.

Furthermore, Mr. Johnson discussed the objectives of the community LEPCs and its membership, the basic elements of a local emergency plan and the Tier II reporting requirements. He also touched on LEPC funding and how SERC allocates funds to communities.

He responded to questions from the members such as SERC's role in oil spill response to which he commented that they work heavily with DEC since they don't have the resources and equipment for such kind of incident. He also mentioned that SERC has focused more on land-based planning than on marine disasters which is within the purview of the US Coast Guard.

J. COMMISSION COMMENTS

The Chair suggested adding "Committee Reports" as another item in the Committee's regular agenda which shall be placed after Communications. He thought that the small committees tackling specific agenda items can give an update on the projects they are working on.

Ms. McGuinness informed the Commission that this will be her last meeting as member of the LEPC as she is moving to Anchorage. Mr. Fate will be applying to fill in the vacancy.

On Mr. Bergman's query on how he can obtain a copy of the Emergency Operations Plan, the Chair said that it is available on the City website.

K. SET NEXT MEETING DATE AND AGENDA ITEMS

Next meeting: May 10th, 2007 12 Noon, Centennial Hall

Agenda items: Old Business –

1. Tsunami Inundation Mapping Update
2. Homeland Security Communications Plan
3. Emergency Responders Sheltering Plan
4. Secondary Operations Center Update
5. Draft EOP update
6. Agency-awareness meeting

L. ADJOURNMENT

The meeting adjourned at 1:35 pm.

PREPARED BY:

Maria Finkenbinder
Contract Secretary