

STATE EMERGENCY RESPONSE COMMISSION  
MINUTES

October 9, 2015  
Anchorage, Alaska

I. Call to order – Co- Chairperson

Chair Deputy Commissioner Robert Doehl, Department of Military and Veterans Affairs, called the meeting to order at 1:06 p.m. He introduced Co-Chairperson Kristen Ryan from Department of Natural Resources. He thanked everyone for attending.

A. Roll Call – SERC Coordinator Melanie Wright. Roll call was taken.

**Members Present:**

Robert Doehl (Chair)	Department of Military and Veterans Affairs
Kristen Ryan (Co-Chair)	Department of Environmental Conservation
Zack Fields	Department of Labor and Workforce Development
Jay Butler	Department of Health & Social Services
Dean Brown	Department of Natural Resources
Lt. Steve Adams	Department of Public Safety
Marc Luiken	Department of Transportation & Public Facilities
Jamie Sunderland	Local Government
Casey Cook	Local Government
Clint Brooks	Urban LEPC
Brian Templin	Rural LEPC
Tom Vaden	Rural LEPC

**Members Absent:**

Department of Commerce, Community & Economic Development  
Department of Fish and Game  
George Vakalis, Urban LEPC  
James Butler III, Public Member at Large

**Ex Officio Members Present:**

Col Richard Koch	Alaskan Command
Robert Forgit	FEMA
Scott Jordan	Department of Administration
Jo Dawson	Department of Education & Early Development
Robert Whittier	EPA

**Guests Present:**

Michael O'Hare, Director, DHS&EM  
Melanie Wright, DHS&EM, SERC Coordinator

Eric Bleakney, Alaskan Command  
Daniel Nelson, SERC Citizen Corp Committee Chairman  
Paul Valley, DHS&EM  
Brent Nichols, DHS&EM  
Darren Mulkey, BP  
Michelle Brown, CBJ  
Karen Cameron, PEPPA  
Patricia Garcia  
Ernie Misewicz, City of Fairbanks  
Jim Lewandoski, Division of Forestry  
Abner Hoage, City of Ketchikan  
Merry Carlson, DHSS  
Chris Noel, Denali LEPC  
D.J. DesJardin, DHS&EM  
Tom Trosvig, Kodiak LEPC  
Jonalyn Najern, Alyeska Pipeline  
Michael Paschall, Delta-Greely LEPC  
Terri Possem, Anchorage Red Cross  
David Miller, Sitka Fire Department  
Earl Houser, BSEN  
Tonya James, ANTHC  
Shelby Startz, TDX Holdings  
Megan Kohler, ADEC  
Brian Bess, Booz Allen Holdton  
Rob Fitch, OEM  
Audrey A. Brown, Delta-Greely LEPC  
Jade Gamble, ADEC  
Linda Edwards, Alyeska Pipeline  
Tom Gemmell, Juneau Red Cross  
Jamie Roberts, Wrangell LEPC  
Sandy Dixson, Petersburg LEPC  
Jeff Osiensky, NOAA/NWS  
Tom Kurth, DNR  
Linda Van Houten, Northern Southeast LEPC  
Michelle Turner, SLR  
Jolene Lekanof, SLR  
Jeanette Moser, ARCTOS  
Amanda Myhand, Doyon Utilities  
Dale Crum, DHS&EM

- B. Quorum Determination – SERC Coordinator Melanie Wright. It was concluded that a quorum was present.
- C. Administrative Announcements – SERC Coordinator Melanie Wright gave a safety briefing. Packet changes have been distributed. The Alaska Department of Transportation and Public Facilities report was been distributed. She reviewed the changes that were made.

II. Welcome and Introductions

- A. Opening Comments by Chairperson and Co-Chairperson – Chair Doehl hoped those who attended the conference found it beneficial and important to the roles they did for their communities and Alaska.
- B. Member Introductions

Chair Doehl asked those at the table to introduce themselves.

III. Approval of Previous Meeting's Minutes – April 10, 2015

**Mr. Vaden MOVED to accept the minutes of April 10, 2015 as presented. Ms. Brown seconded the motion. There were no corrections. MOTION passed unanimously.**

IV. Public Comment

Mr. Dave Miller, Fire Chief, City and Borough of Sitka thanked everyone for all the assistance they gave his community when they had a landslide, an oil spill, and other things that happened at the same time in August. He stated he learned you cannot preach exercising and training enough. He recommended the next time something like this happens emergency managers, fire chiefs from small communities should be sent to these disasters to help out, watch, or learn how to do these things, because when it happens in your community, you have no idea what type of time will be needed to be invested in it and what it will take to make those things run. Chair Doehl thanked Mr. Miller and the City of City on behalf of the SERC for the messages he imparted in terms of teamwork, resilience, and sense of community.

V. Consent Agenda

- A. Approval of, and Changes to, the Agenda

**Mr. Butler MOVED approval of the agenda as presented. Mr. Vaden seconded the motion. MOTION passed unanimously.**

- B. LEPC Appointments

**Mr. Vaden MOVED to accept the LEPC appointments found at Tab 5. Mr. Sunderland seconded the motion. MOTION passed unanimously.**

- C. Approval of Fall 2016 and Spring 2017 SERC Meeting Schedule

**Ms. Brown MOVED to approve the Fall 2016 (October 7, 2016) and Spring 2017 (April 7, 2017) SERC meeting schedule. Ms. Ryan seconded the motion.** Under discussion, in response to Mr. Vaden, Mr. O'Hare stated that the meetings will still be held twice a year. **MOTION passed unanimously.**

VI. Division of Homeland Security and Emergency Management (DHS&EM) Report

- A. DHS&EM Updates – Mr. Michael O’Hare, Director, reported there have been some leadership changes at the Division. His predecessor, John Madden left State service. The new Deputy Director is Mike Sutton. Mr. O’Hare stated that the focus of the Division will be (1) a viable Arctic strategy; (2) enhancement with emergency management with the assistance of the Alaska National Guard and incorporating them into the emergency management planning and response time; (3) enhance rural engagement. With respect to No. 1, a great deal of change is happening up north and they need to understand, adapt, plan, and provide the opportunity to be ready to serve any consequence or management issues that happen. With respect to No. 3, they are rearranging their planning and scheduling cycles to outreach, train and exercise, and plan with the rural areas incorporated in the boroughs, or work directly with the communities in the unorganized boroughs. He reported that they will change up the schedule with regard to the preparedness conferences. They plan to have one Anchorage preparedness conference in the spring. They will take the resources from the second preparedness conference and bring it out to a more regional focus. He also discussed what occurred over the summer with the fires, the Arctic Conference, the visit by President Obama, and other events. There is planning going on for Alaska Shield 2016. He reported on the Community Development Block Grant (CDBG) competition, which is a national competition from HUD. There is potentially \$250 million for Alaska in projects they are working on. They are working on four communities with good mitigation projects. One of the projects is to finish the move from Newtok to Metarvik. He stated they have passed phase one to work on phase two. In response to Co-Chair Ryan, Mr. O’Hare stated that they are looking for several regional preparedness conferences a year. Mr. Fields stated Department of Labor has regional training centers around the State and they do safety training. He requested that that could be an opportunity to align that safety training with the work the Division is doing with the conferences. Mr. O’Hare stated they would love to partner up with anybody who has the resources. Commissioner Luiken stated he had read that in the 2016 National Defense Authorization Act that part of it included requests for DoD to develop an Operational Plan for the Arctic. Mr. O’Hare stated that he did not know if Alaska and his Division were included in it, although he was sure the plans will be synchronous. Ms. Brown commended the Division for their support with this year’s fire season.

VII. Local Emergency Planning Committee Association

- A. Status Report – Mr. Sunderland, LEPCA, reported that they had a good meeting that morning with over 20 LEPCs represented.
- B. LEPCA Agenda
- C. LEPCA Previous Meeting Minutes

VIII. Local Emergency Planning Committee Status Reports

(None)

IX. Old Business

- A. Finance Committee – Mr. Jamie Sunderland reported their last meeting was a couple weeks prior where they realigned some of the money that the LEPCs receive. There was some turn-back money that was reallocated. They realigned the level of some LEPCs.
- B. Training Committee - Mr. D.J. DesJardin, Chairperson, reported they have some new members from both state agencies and local jurisdictions. They will meet quarterly by conference starting in the next quarter. DHS&EM has conducted 59 training events over the last year, training over 1,000 people. The Alaska Fire Training Education Borough just completed a nearly half-million dollar FEMA grant which helped replace specialized equipment used in training Alaska firefighters. They have another FEMA grant forthcoming. The Alaska State Troopers attended the National Training and Education Symposium along with DHS&EM personnel, resulting in two national mobile deliveries for Alaska law enforcement agencies and two SWAT reaction force trainings out of state, all free. Upcoming training for Alaska Shield include cyber training as well as debris management training, and community emergency response trainings for jurisdictions. They have partnered with the Department of Education for Disasters in Schools and Active Shooter training; the Department of Transportation for ICS training as well as DPS, DEC, and DHSS.
- C. Work Plan Committee – Ms. Merry Carlson, Chairperson, reported the committee develops and reviews the work plan for the SERC. The committee went through the plan and made some corrections and minor changes. They also looked at what the focus is and what is being done now. One of the goals is to ensure that communities have emergency operations plans. She felt it was important to include the small communities in the goals of the SERC. A small change to the idea of public education was to include individual as well as governmental agencies as they work to promote preparedness. She also added that reviewing and updating the work plan was a task for the SERC that is delegated to the committee, and also provided for SERC feedback and review of the committee. The intent is to bring visibility to the work that is already being done. In response to Mr. Vaden, Ms. Carlson stated that this is the first notice for adopting the work plan.
- D. Interoperable Communications Committee - Mr. Bryan Fisher, DHS&EM, stated that the focus of the State has been looking at First Net, the national public safety broadband network that is being developed and will be deployed across the country to provide long-term evolution type smart phone or data capability to responders across the country. The Governor will have to decide soon whether to opt into the First Net network, which means they will come in and build the infrastructure out across the state working with the private telecommunications partners, or opt out of the First Net Network and let the State build their own. He doubted that the State would opt out. He stated that they are reaching out statewide to look at where the State wants to prioritize the build-out of that network. It will be dedicated to public safety and will be theoretically sustainable. The plan to sustain it is to lease excess capacity on that network nationwide to the commercial carriers when it is not being used by public safety responders. When first responders need it, it will be 100 percent available to them. They are getting ready to do the request for proposals nationwide for the communication carriers that will be building the network. In response to Mr. Forgit, Mr. Fisher stated that ALMR and the Anchorage-wide area radio network will be around for

the long term. First Net is not a replacement but will add additional capabilities, a lot of it on the data side. Mr. Cook stated that the communications during the Sockeye fire was much better than during the Miller Reach fire 20 years ago. The communications steps that have been made over the 20 years exemplify what they were able to do during the Sockeye fire. In response to Chair Doehl, Mr. Fisher stated that in an EMAC scenario where forces come into a state from another state, the radios they bring with them will be able to be programmed to talk with local responders. The concept for the National Public Safety Broadband Network is that it is coast-to-coast, state-to-state interoperable.

- E. Citizen Corps Committees – Mr. Daniel Nelson, Kenai Peninsula Borough Citizen Corp Coordinator, gave an overview of activities around the state. The program is a collection of volunteer programs, including the Community Emergency Response Team (CERT), the Medical Reserve Corps (MRC), and Volunteers in Police Service (VIPS). Juneau has a successful CERT program. Ketchikan has MRC, which is more of a logistical support as opposed to medical. They have cross-trained with the Red Cross. Ketchikan has a CERT class scheduled in October. The Mat-Su Borough has turned the training and administration over to a local non-profit group, which has worked well. They helped out during the Sockeye fire. The Citizen Corps provides training for volunteers who work in supportive roles. The Kenai Peninsula Borough has had two classes over the last six months. They assisted during the Card Street fire. Without these volunteers, the communities are not able to do the response that they need to do.
- F. All-Hazards Plan Review Committee – Mr. Paul Valley, Chairperson, stated that the committee brings together subject matter experts from agencies across the state as well as tribal organizations, DoD, and FEMA, and reviews emergency management plans of all types. Since the last SERC meeting, the committee has reviewed 10 Small Community Emergency Response Plans (SCERPs) as well as conducted annual reviews of five others. There are now a total of 50 SCERPs and the committee is working on 17 more. The State Emergency Operation Plan is currently in the final stages of review.
- G. Disaster Search and Rescue Committee – Mr. Jeff Lafferty, Chairperson, reported that due to leadership changes and other events that happened through the summer, the DSR task force plan has been sent back through for approval and transmittal, so it is not complete at this time. Once the plan is through the approval process and has been signed, the committee will meet.
- H. Statewide Mutual Aid Compact – Mr. Bryan Fisher reported that at the last SERC meeting the SERC adopted the plans and policies and procedures that had been developed to govern the mutual aid compact process as well as the first attempts at the all-hazards type III incident qualifications systems guide. They are going to be rolling out the qualifications system guide and the position task books that have been developed. It has the behaviors and competencies that are necessary in the real world events and exercises that an individual would need to go through, complete the task book, and have all the background training that is documented in the system. The individual would then be issued a credential for the type III position they would fill. He stated that they have asked for permission and received the go-ahead to work with the Kenai Peninsula Borough to pilot this over the winter, to give them the task books and the qualification system guide. He stated they are developing

training for it and will conduct the training with the borough and the local departments and get their reality check to see if it is sustainable and realistic for Alaska. The credentialing subcommittee originally was comprised of members from the Police Standards Council, the Fire Standards Council, EMS certification and licensing, DHS&EM, and the Alaska Wildfire Coordinating Group. They are now close enough to putting this into reality that they reached out to the Alaska Occupational Safety and Health (AKOSH) in the Department of Labor to have some of their safety people participate, as well as to the Alaska Search and Rescue Association for representatives from Disaster Search and Rescue to sit on the qualifications and credentialing subcommittee. It is also being piloted with the Department of Health and Social Services. In response to Mr. Cook, Mr. Fisher stated that they hope to roll this out as an active program by the end of next summer. They will also be working on the credentialing piece and what it will look like, where it will be housed, and what the structure will look like.

X. New Business

- A. Summer hot dry conditions and effect on fire danger – Mr. Jeff Osiensky, National Weather Service, reported on the 2015 Alaska fire season. It was the second largest season with 5.15 million acres burned. The majority of acreage burned was from mid-June through mid-July with 4.6 million burned in four weeks. He stated that the conditions start with the winter and the lack of snow pack, so the fire season started out on the dry side to begin with. The early snow melt increased the length of the green-up season. Red flag warnings were more frequent during May and June and covered an extensive area of the state. The weather conditions were warm and dry in the spring. The early fires were mostly human caused, starting with the Sockeye fire. On June 16 they started seeing a rapid increase in lightning strikes. There were over 52,000 lightning strikes between June 16 and 22 across much of the mainland portion of Alaska. He reported that they had 12 incident meteorologists dispatched to Alaska to support the wildfire response. The Fairbanks Weather Service Office was extremely busy putting out spot forecasts. Nine hundred three (903) quick turn-around site-specific forecasts were issued in June and July alone. He stated that the National Weather Service is starting to look more at the longer-range weather predictions and how they can impact fire and other hazards. The climate scale services will initiate again in early 2016. He added that the AICC in Fairbanks is considering some modifications to the Weather Service red flag criteria to possibly include temperature as a criteria as well as sustained winds at a much lower wind speed. As the group meets in the fall to put together the interagency operations plan for next year, he expects there will be changes in terms of the way they operate based on lessons learned this year. In response to Chair Doehl, Mr. Osiensky stated that whether this past fire season is the new normal or is just one that is outside the normal is hard to say. This is where the climate prediction piece comes into play. They have seen a warming and drying pattern in the short term over the past couple years, but they will have to see how things go.
- B. Fire Management Assistance Grant (FMAG) – James Lewandoski, DNR, and Sam Walton, DHS&EM. Mr. Lewandoski gave an overview of the Fire Management Assistance Grant Program administered by FEMA. States can apply for a grant through the program for wildfires that threaten such destruction that would constitute a major disaster. In 2015 FEMA approved Alaska for two grants, the Sockeye Fire and Card Street. Others have been

applied for, but were not approved. It provides reimbursement for up to 75 percent of the firefighting costs, which have to be documented and backed up.

Mr. Walton stated that there was an additional aspect to how the declarations were handled this year. There was a Governor's declaration of disaster that covered both the Sockeye and Kenai wildfires, which meant that in addition to FMAG, there were State funds involved. The declaration brought in two programs to help with assistance: (1) public assistance, which deals with infrastructure and emergency protective measures; and (2) individual assistance, which helps with losses dealing with personal property and transportation, and can help with temporary housing. Public assistance provides grants to assist state, local, and tribal governments and certain private non-profit entities with their disaster recovery costs, basically debris removal, emergency protective measures, roads and bridges, water control facilities, buildings and equipment, utilities, parks and other facilities. He discussed the differences between the public assistance program and the FMAG.

- C. 2015 Statewide Fire – Tom Kurth, DNR, stated that often when Alaska has a busy fire season, the Lower 48 has a quieter fire season and resources are shared. He distributed a brochure summarizing this year's season. This year the fire season was busy in both, which put additional pressure on responders. He stated that 46 percent of the fires in Alaska were human caused. This year there was a significant structural loss, for example, 55 residences lost in the Sockeye fire. He stated that they got good cooperation from sister agencies, including law enforcement, local fire departments, Department of Transportation and Public Facilities, emergency services, municipal, vendors, the private sector, etc. They were also helped by aircraft and crews from the Lower 48. They are seeing a longer fire season now than in the past. The Division of Forestry has statutorily extended their fire season from April 1, which helps raise the level of prevention consciousness with the public. They are trying to separate public land from private land in order to reduce structural loss. This will take fuel management and prescribed fires. Land owners need to firewise their lands so firefighters will have a better chance when defending areas. He reported that recruiting/retention of employees is becoming a serious problem particularly as they continue to have retirements in the Division. They are also looking for a bail schedule to give them enforcement capabilities to try to reduce the number of human caused fires. In response to Mr. Fields, Mr. Kruth stated that the environment gets more risky for the firefighters as there are more values to protect. In addition the fuels are stressed with drought and become more volatile. So the Alaska environment is becoming more dangerous. One problem they face is fatigue. In response to another question from Mr. Fields, Mr. Kruth stated that the State statute dictates they use values commensurate at risk, which is a difficult thing to do in Alaska. By federal law they also have to protect allotments.
- D. Tier II electronic submission and database – Dale Crum and Jared Woody, DHS&EM. Mr. Crum stated they were tasked with solving the problem of the information coming in paper form when facility owners filled out their Tier II applications and submitted them. In order to collect the information, it had to be input into another database for analysis and for building books for fire departments, etc. The Division was tasked with coming up with something where the facility owner can input the data which will be retrievable. He described the process they have come up with. It will be on a secure foundation and password protected. It will be web based. He went through how it would work. It will be free. In response to a question from Mr. Forgit, Mr. Crum stated that there will be training



through the fire departments so that when they go out on a call, someone is the point person to access the information. Mr. Woody will be going out to start teaching the LEPCs who will then start talking to their firefighters and community facility owners. Mr. Fisher stated another key to this process is that it is all standards based. The data will be able to be brought into any of the LEPC's existing tools. In response to Mr. Cook, Mr. Crum stated the goal is to have it up and going by January. He also stated that all of their databases within the SEOC are supposed to merge together so if they view a community they can look at their EOP plan and other data, as well as this data so the SEOC has a better picture in an emergency. In response to another question from Mr. Cook, Mr. Crum stated that there is a way to export the information to the dispatch center so they can pre-populate those addresses. It will be available LEPCs, dispatch centers, fire departments, hazmat crews. In response to Mr. Shelby Startz, Director, Health and Safety TDX Holdings, LLC, Mr. Fisher stated that there are regulations in place to protect the information from public release and this system does not change that. Mr. Crum added that the system is to try to make it easier on facility owners to get the information to first responders.

#### XI. Other State Agency and Ex-officio Reports

Department of Environmental Conservation – Co-Chair Ryan reported that the Division of Spill Prevention and Response has completed a restructuring process over the past year. They combined a planning unit that regulated companies so they would respond to spills and the response unit that responded to those spills as well as spills from unregulated entities.

Department of Health and Social Services – Mr. Butler reported that in May they had a successful exercise, Pills to Polar Bears. After that, the fire season started. He recognized Mr. Andy Jones who was involved in the preparations for the Arctic Conference. He stated they had a successful Hale Borealis conference. With respect to Ebola, the Federal Government has come out with a list of about a dozen facilities that are certified to care for Ebola patients. The closest one to Alaska is in Spokane. He said they have been working with partners in Washington and medivacs in terms of how to make that happen. All of this has given them a good opportunity to revisit their preparedness for infectious diseases of high consequence.

Department of Natural Resources – Ms. Dean Brown stated that it was a tremendous fire season. Looking ahead towards what can be expected in the future, they have strong ties with Canada through the Northwest Compact for air tankers, which were utilized this summer. She stated they have been getting good support from people on getting out the fire prevention message to people to firewise their properties. She also stated that safety is always the priority, both public safety and the safety of firefighters.

Department of Public Safety – Lt. Adams stated that they, like many state agencies, are operating on a much leaner operating budget than they were last year, and many difficult decisions were made. They lost 34 trooper positions and lost the use of one helicopter. With those cuts, they are trying to move into their normal operations on a day-to-day basis. He did not think most of the public will ever see the cuts they had to make.

Department of Transportation and Public Facilities – Commissioner Luiken drew their attention to the Dalton Highway flood after action review which had been distributed. It was a testament to the

incredible partnership they had with state and federal agencies, as well as industry, in their preparation for the event. They have identified lessons and things they could have done better and are using the document to prepare for the next event. One of the big lessons was that the roadbed itself needed to be higher than the rest of the tundra.

Department of Military and Veterans Affairs – Chair Doehl stated that their three lines of effort are Arctic strategy, emergency management, and community engagement. They are going to take advantage of learning from the Dalton Highway report.

Department of Education and Early Development – Ms. Dawson reported they have been working with the Department of Homeland Security on the grant for the development of the readiness and emergency management plans for schools. They had their first training with districts September 14 and 15. There was also a train-the-trainer training, so there is now a cadre of 12 state partners who are trained to be able to work with districts on developing emergency operation plans.

Alaskan Command – Col. Koch thanked them for the invitation to attend and be part of the team. He has been tasked to look at how to integrate with the State and oversee those missions. He stated that the emergency response planning they have seen from the local, state, and federal agencies, including industry, and how the Department of Defense integrates is fantastic. He looked forward to continuing to help with that mission. Their primary mission is homeland defense. Currently they are preparing for Vigilant Shield which is a North America exercise scheduled for November 2-10. The second task is the cost of doing business in Alaska. They are constantly increasing their situational awareness of the environment. They have an Arctic speaker series. The next one is October 22 with a climatologist who will talk on how Alaska is changing. It is open to everyone. With respect to future operations, they are constantly looking at what their footprint is. They will continue to look at ways they can help the infrastructure in the state. Another area is Defense Support of Civil Authority. They were involved in the Glacier Summit. This week they are conducting training for their dual status commander for the Alaska National Guard. One of the future operations is Alaska Shield 2016. They will be teaming with FEMA and Region X experts on an Ardent Sentry exercise in June.

Environmental Protection Agency – Mr. Robert Whittier reported they supported Region VIII and IX in response to the typhoons in Guam and Saipan. They were also involved in Hawaii with their storms. They were involved in air monitoring for particulates in eastern Washington and Idaho. They also were involved with the response to the Big Yellow River incident in Colorado.

FEMA – Mr. Robert Forgit reported that they were involved in support of the State with the Sockeye and the Card Street fires. In addition to the two FMAGs in Alaska, they had four in Idaho, six in Oregon, and 12 in Washington. This summer has been all about fires. They also were in support of POTUS and the climate change initiative coming out of the White House. They stressed in those committees that it is really important to get the State involved in anything climate related that involves Alaska. He reported they are expanding their Disaster Response Support Facility warehouse where they house a lot of things from the Galena response. This allows them to establish a JFO quickly. As a result they will be hiring a logistics management specialist. He touched on other personnel additions.

## XII. Informational Items

- A. SERC Policies and Procedures Manual 2014  
(includes Ethics Information for Members of Boards and Commissions)
- B. SERC Tier II Policy
- C. SERC Work Plan FY 2017/2018 Draft

XIII. Public Comment

(None)

XIV. Commission Member Closing Comments

Co-Chair Ryan discussed risk and how communities view risk, and what DEC hears from the oil spill prevention and response world, and their concerns that they are being put in harm's way and have little control over the potential risks. As the climate changes, they are seeing more and more vessel traffic in the Arctic. They need to think of ways to help the communities to be engaged and prepared to respond to oil spills.

XV. Adjournment

**Ms. Brown MOVED to adjourn. Mr. Butler seconded the motion. MOTION passed unanimously.**