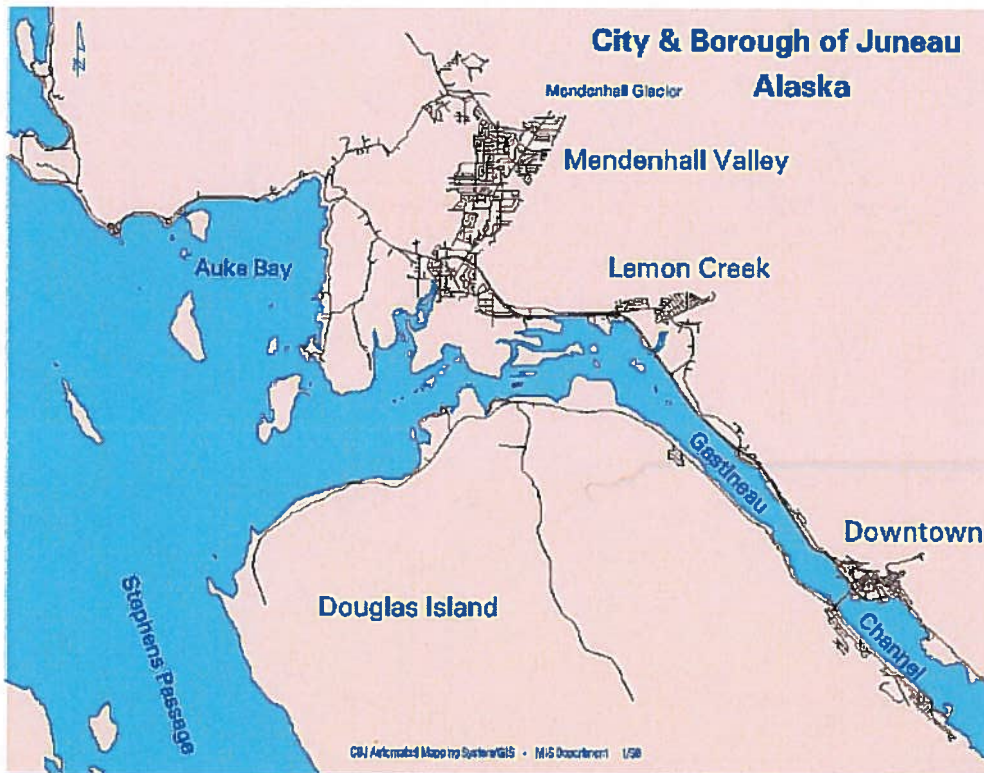


**EMERGENCY ALERT SYSTEM (EAS)  
PROCEDURES FOR THE**

**JUNEAU LOCAL AREA**



## I. INTRODUCTION

This Emergency Alert System (EAS) Local Area Plan was developed by the Juneau Local Area Emergency Communications Committee in cooperation with local broadcast and cable operators, the National Weather Service, and the City and Borough of Juneau. The Plan outlines the methods used to disseminate emergency information and warning to the general public in the Juneau EAS Local Area or any portion thereof, within the broadcast coverage and cable system service areas, at the request of local, State and Federal officials. This local EAS plan may be activated in response to common local emergency situations such as power outages, floods, civil disorders, earthquakes, heavy snows, toxic chemical leaks or any occurrence which poses a danger to life or property.

Acceptance of/or participation in this plan shall not be deemed as a relinquishment of program control, and shall not be deemed to prohibit a broadcast licensee or cable operator from exercising his independent discretion and responsibility in any given situation. Broadcast stations and cable systems originating emergency communications shall be deemed to have conferred rebroadcast authority. The concept of management of each broadcast station and cable system to exercise discretion regarding the transmission of emergency information and instructions to the general public is provided by the FCC Rules and Regulations.

## II. AUTHORITY

Title 47 U.S.C. 151, 154 (i) and (o), 303 (r), 524(g) and 606; and 47 C.F.R. Part 11, FCC Rules and Regulations, Emergency Alert System (EAS)

**A WORD OF CAUTION:** The Emergency Management/Services community has acquired a valuable new tool in gaining direct access to all area broadcasters and subject cable operators via the EAS. However, **if not used prudently, you put yourself in danger of losing this tool. Broadcasters and cable operators are expecting the EAS to be used only for very serious emergencies.** Keep in mind two things. First, some broadcasters and cable operators have their EAS decoders set on Automatic Mode. There will be no one there to screen your message and decide if it should be aired. They are depending on you to **send an EAS Alert only for a very serious emergency.** The first time you trigger the system for a frivolous event, you will **lose** the confidence of your area broadcasters and cable operators. The second thing to remember is that broadcasters and cable operators participate in the local level EAS on a **voluntary** basis. No one can force them to carry out your EAS Alerts. Maintain a good relationship with your local broadcasters and cable operators, and they will come through for you in a crisis.

**III. KEY EAS SOURCES****A. Local Primary Source (LP-1)**

Location	KTOO – FM 104.3 MHz
EAS Codes in Encoder/Decoder	See Annex D
EAS Monitoring Assignments	EMNet, ARCS, NWS, NPR, IPAWS
Contact	Bill Legere
Telephone	907-586-1670
Unlisted Telephone	
Hours of Operation	24 hrs / 7 days (Unattended 12:00 AM to 04:00 AM)
Communications Facilities	360 Egan Drive
Administrative E-mail	bill@ktoo.org

**B. Local Primary Source (LP-2)**

None.

**C. Local Primary Source (LP-3)**

Location	NOAA Weather Radio 162.400 MHz -162.55 MHz Primary
EAS Codes in Encoder/Decoder	See Annex D
EAS Monitoring Assignments	N/A
Contact	Joel Curtis 790-6803
Telephone	907-790- 6824 24 / 7 Forecast Desk
Unlisted Telephone	
Hours of Operation	24 hrs / 7 days
Communications Facilities	8500 Mendenhall Loop Road
Administrative E-mail	Joel.curtis@noaa.gov

**IV. IMPLEMENTATION**

The following procedures should be used to implement EAS alerts.

**A. Procedures for Designated Officials****1. Activation Request**

Request activation of the EAS facilities through the NWS Juneau Forecast Office via phone or other available communications facilities. The Juneau Forecast Office may call back the requesting agency to verify authenticity of the request.

In the event the NWS Juneau Forecast office cannot activate the EAS facilities, request activation of the EAS facilities through the LP-1 or other available communications facilities.

**2. Contact Format**

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Designated officials use the following format when contacting the key EAS sources:

"This is (Name/Title) of (Organization). I request that the Emergency Alert System be activated for the Juneau area because of (Description of emergency)."

3. *Details of Transmission*

Designated officials and/or EAS source personnel determine transmission details (i.e., live or recorded, immediate or delayed). Officials should provide emergency program material including a description of the emergency, actions being taken by local government, and instructions to the public.

4. *Lines of Communication*

Keep line of communication open if necessary.

5. *Specific Area Activation*

For a unique emergency not involving the entire Juneau local area, local authorities may request activation of the EAS through the broadcast station and cable system serving only the affected area.

**B. *Procedures for Broadcast and Cable System Personnel***

1. *LP-1 Response to EAS Alert*

Upon receipt of a request to activate the local EAS from appropriate authority, the LP-1 (or alternate LP-2) may proceed as follows:

a. **ANNOUNCEMENT**

Broadcast the following announcement:

"WE INTERRUPT THIS PROGRAM BECAUSE OF A LOCAL EMERGENCY. IMPORTANT INFORMATION WILL FOLLOW."

b. **TRANSMISSION OF EAS CODES**

Transmit the EAS header codes and Attention Signal.

c. **ANNOUNCEMENT**

Transmit the following announcement and material:

"WE INTERRUPT THIS PROGRAM TO ACTIVATE THE EMERGENCY ALERT SYSTEM FOR THE JUNEAU LOCAL

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AREA BECAUSE OF A LOCAL EMERGENCY.  
IMPORTANT INSTRUCTIONS WILL FOLLOW."

\*\*\* Follow with emergency program \*\*\*

d. TERMINATION

To terminate the EAS message (immediately or later), make the following announcement:

"THIS CONCLUDES EAS PROGRAMMING. ALL BROADCAST STATIONS AND CABLE SYSTEMS MAY NOW RESUME NORMAL OPERATIONS."

e. END-OF-MESSAGE CODE

Transmit the EAS End of Message (EOM) code.

Important Note: For State and local emergencies, broadcasters and cable operators have the option of transmitting only the EAS header and EOM codes without an audio emergency message. This is acceptable so that EAS coded messages can be unobtrusively relayed through areas unaffected by the emergency.

2. *Procedures for Monitoring Stations and Cable Systems*

All other broadcast stations and cable systems are monitoring key sources via EAS monitor receiver/decoders and will be alerted by the header codes and attention signal. Each station and cable system upon receipt of the signal will, at the discretion of management, perform the same procedures as in step 1 above by transmitting the emergency message from the LP-1.

3. *Responsibility to Provide Confirmed Information*

To avoid unnecessary escalation of public confusion, all stations and cable systems must be cautious in providing news and information pertaining to the emergency. All messages must be based on definite and confirmed facts. The public must not be left to decide what is or is not fact.

4. *Resume Normal Programming*

Upon completion of the above transmission procedures, resume normal programming. Appropriate notations should be made in the station and cable system records. A very brief summary may be sent to the FCC for information purposes only.

**V. TESTS**

Closed-circuit Required Weekly Tests are sent by each participating radio, television, cable system, and the National Weather Service. In addition, the Juneau LECC will schedule a “live” test of the EAS system for the Juneau area annually (utilizing the CEM “Civil Emergency Message” or other local event code).

**VI. ANNEXES**

ANNEX A .....List of designated officials  
ANNEX B ..... Approvals  
ANNEX C ..... List of EAS codes transmitted by key EAS sources  
ANNEX D .....List of broadcast stations and cable systems  
ANNEX E.....Juneau Area Local Emergency Communications Committee  
ANNEX F..... Acronyms

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**OPERATOR PLEASE POST**

**ANNEX A**

**DESIGNATED OFFICIALS AUTHORIZED TO ACTIVATE THE JUNEAU AREA EAS**

City Manager, City and Borough of Juneau
Deputy City Manager, City and Borough of Juneau
Emergency Programs Manager, City and Borough of Juneau
Chief or Acting Chief, Capital City Fire Rescue
Chief or Assistant Chief, Juneau Police Department
Meteorologist in Charge or designee, National Weather Service Forecast Office Juneau
Emergency Coordinator, Alaska Electric Light & Power

Note: The Juneau Forecast Office may call back the requesting agency to verify authenticity of the request.

ANNEX B

APPROVALS

This Juneau EAS Local Area plan was developed and approved by the Juneau EAS Local Emergency Communications Committee.

The plan is coordinated with and distributed to all designated officials listed in Annex A and all broadcast stations and cable systems listed in Annex E.

*Bill Legere*

12/26/2017

Bill Legere  
Juneau LECC Chair

Date

*Warren Russell*

28 Dec 17

Warren Russell  
GCJ Cable

Date

*Tom Ainsworth*

1/2/2018

Tom Ainsworth  
National Weather Service

Date

*Rorie Wax*

1/3/2018

Rorie Wax  
City and Borough of Juneau

Date

*Christy Yearous*

1/8/2018

Christy Yearous  
Alaska Electric Light and Power

Date



## ANNEX C

**RECOMMENDED AND APPROVED LIST OF RECOGNIZED LOCAL EAS CODES FOR THE JUNEAU AREA**

Key EAS Source (County FIPS #)	ORG - Originator	EEE - Event
<b>Local Codes</b>		
002110	CIV/WXR	CEM Civil Emergency Message
002110	CIV/WXR	HMW Hazardous Materials Warning
002110	CIV/WXR	TOE 911 Telephone Outage Emergency
<b>Weather Codes</b>		
002110	WXR	BZW Blizzard Warning
002110	WXR	AVW Avalanche Warning
002110	WXR	HWW High Wind Warning
002110	WXR	CFW Coastal Flood Warning
002110	WXR	TOR Tornado Warning
002110	WXR	FFA Flash Flood Watch
002110	WXR	FFW Flash Flood Warning
002110	WXR	FLW Flood Warning
002110	WXR	SVR Severe Thunderstorm Warning
002110	WXR/CIV	TSW Tsunami Warning
<b>State Codes</b>		
002000	CIV/WXR	TSW Tsunami Warning
002000	CIV	CAE Child Abduction Emergency (Amber Alert)
002000	CIV	RMT Required Monthly Test
002000	CIV/WXR	ADR Administrative Message
<b>National/Presidential Codes</b>		
000000	NPT	National Presidential Test
002000	EAN	EAN Emergency Action Notification (National Only)
002000	EAT	EAT Emergency Action Termination (National Only)

Note: In addition to the EAS codes listed above Juneau participants monitor (and when applicable originate) but do not forward the RWT – Required Weekly Test code.

**ANNEX D****JUNEAU AREA BROADCAST STATIONS AND CABLE SYSTEMS**

<p>Owner: Alaska Broadcast Communications, Inc.  Stations: KTKU-FM 105.1, KJNO-AM 630, KINY-AM 800 (LP-1), KSUP-FM 106.3, KXLJ-AM 1330, KXLJ-TV 24  Translators: KINY: Kake – 103.5, Juneau – 103.5, Haines – 103.7, Angoon, 103.9, Skagway – 104.7. KSUP: 107.9.  Main Studio Address: 3161 Channel Drive, Suite 2, Juneau, AK 99801  Phone: 907-586-3630</p>
<p>Owner: Capital Community Broadcasting, Inc.  Stations: KTOO-FM 104.3 (LP-1), KTOO-TV3, KXLL-FM 100.7, KRNN-FM 102.7  Radio Translators: Lemon &amp; Switzer Creek – 101.7, Mendenhall Valley – 103.1, Hoonah – 91.9, Gustavus – 88.1, Excursion Inlet – 89.9  Main Studio Address: 360 Egan Drive, Juneau, AK 99801-1748  Phone: 907-586-1670</p>
<p>Owner: GCI  Address: 8390 Airport Road, Suite 101 Juneau, AK 99801  Phone: 907-586-3320</p>
<p>Owner: KATH-TV  Stations: KATH-TV  Main Studio Address: 1107 West 8<sup>th</sup>, Suite 1, Juneau, AK 99801  Phone: 907-586-8384</p>
<p>Owner: Vision Alaska II LLC  Stations: KJUD-TV  Main Studio Address: 175 South Franklin Street, Juneau, AK 99801  Phone: 907-586-3145</p>
<p>Owner: Gastineau Broadcasting Corporation  Stations: KBJZ-LPFM 94.1  Address: PO Box 20247, Juneau, AK 99801  Phone: 907-586-3941</p>
<p>Owner: Juneau Seventh-Day Adventist Church  Stations: KQQJ-FM 90.7  Mailing Address: 4343 Mendenhall loop Rd, Juneau, AK 99801  Phone:</p>
<p>Owner: Calvary Chapel of Twin Falls, Inc.  Stations: KNGW-FM 88.9  Main Studio Address: 4002 N 3300 E, Twin Falls, ID 83301  Phone: 208-733-3133 Ext. 209</p>
<p>Owner: Educational Media Foundation  Stations: KLSF-FM 89.7, KAKI-FM 88.1  Mailing Address: 5700 West Oaks Blvd, Rockin, CA 95765  Phone:</p>

**ANNEX E****JUNEAU AREA LOCAL EMERGENCY COMMUNICATIONS COMMITTEE**

<p>Bill Legere, Chair, KTOO  office: 907-463-6406  bill@ktoo.org</p>
<p>Dominic Pannone, KINY-AM  office: 907-586-3630  dominick@abcstations.com</p>
<p>Tom Mattice, Emergency Programs Manager, City and Borough of Juneau  office: 907-586-0419  tom_mattice@ci.juneau.ak.us</p>
<p>Joel Curtis, National Weather Service  office: 907-790-6803 24/7 Forecast Desk: 907-790-6824  joel.curtis@noaa.gov</p>
<p>Tom Ainsworth, National Weather Service  office: 907-790-6804 24/7 Forecast Desk: 907-790-6824  tom.ainsworth@noaa.gov</p>
<p>Chief Rich Etheridge, Capital City Fire Rescue  office: 907-586-0251  rich_etheridge@ci.juneau.ak.us</p>
<p>Chief Ed Mercer, Juneau Police Department  office: 907-500-0600  EDMercer@juneaupolice.com</p>
<p>Warren Russell, GCI Cable  office: 907-463-1444  wjrussell@gci.com</p>
<p>Rob Knorr, GCI Cable  office: 907-523-3274  rknorr@gci.com</p>
<p>Christy Yearous, Alaska Electric Light &amp; Power  907-463-6387  christy.yearous@aelp.com</p>
<p>Debbie Driscoll, Alaska Electric Light &amp; Power  Office: 907-463-6302  debbie.driscoll@aelp.com</p>
<p>Mikko Wilson, KTOO  Office: 907-463-6474 cell: 907-321-8387  mikko@ktoo.org</p>

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**ANNEX F**

**ACRONYMS**

C.F.R.	Code of Federal Regulations
CBJ	City and Borough of Juneau
EAS	Emergency Alert System
EOM	End of Message
FCC	Federal Communications Commission
LECC	Local Emergency Communications Committee
LP-(1,2,3)	Local Primary (1,2,3)
NWS	National Weather Service
U.S.C.	United States Code