**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

**ASSOCIATION**

**BUSINESS MEETING**

**MINUTES**

**October 15, 2021**

**09:00 a.m. to 10:12 a.m.**

Virtual – Teams Platform

LEPC Representatives:

Aleutian/Pribilof Islands – Not present

Anchorage Municipality – Amanda Loach

Bristol Bay – Not present

Copper River – Not present

Delta Greely – Michael Paschal

Denali – Chris Noel

Fairbanks – Not present

Juneau – Not present

Kenai – Brenda Alberg

Ketchikan – Abner Hoage

Kodiak – Jim Mullican

Matanuska – Casey Cook

Nome – Not present

Skagway – Not present

North Slope – Not present

Northwest Artic – Not present

Petersburg – Sandy Dixson

Sitka – Not present

Craig – Brian Templin

Valdez – Not present

Wrangler – Doriane Sprehe

**I. CALL TO ORDER: Local Emergency Planning Committee (LEPC) Association**

 **Co-Chair, Mr. Abner Hoage and Mr. Tom Vaden**

 Co-Chair Abner Hoage called the meeting to order at 9:01 a.m.

 **A. Welcome and Introductions**

 Co-Chair Abner Hoage introduced himself and announced that the other co-chair, Tom Vaden, was having technical issues and would be attending through the phone. Abner announced that he is retiring. Briefly introduced Scott Brainard as the new fire chief and emergency manager as well as Steve Rydeen the new chairperson for their LEPC (Ketchikan).

**B. Administrative Announcements from Co-Chair**

 Co-Chair Abner Hoage announced that if using a phone instead of computer to attend, \*6 will unmute calls for comments. Please state your name since this is being recorded.

**II. APPROVAL OF MEETING MINUTES – SUSPENDED**

(While approval of meeting minutes was suspended, Michael Paschal brought up previous request by the LEPCA for meeting minutes instead of a verbatim transcript.)

**III. APPROVAL OF, AND CHANGES TO, THE AGENDA**

 Hoage requested approval of the current agenda.

**MOTION:** Approval put forth by Michael Paschall, Jim Mullican seconded. With no one opposing, it was approved unanimously.

**IV. OLD BUSINESS**

 No old business.

**V. CORRESPONDENCE/COMMUNICATIONS/PRESENTATIONS -- SUSPENDED
 (Written reports where available)**

 (It was noted that the following correspondence communications are suspended and written reports were provided in lieu via email.)

 **A**. Homeland Security and Emergency Management (DHS&EM)

 1. Strategic Plans and Leadership

 2. Operations

 3. Preparedness

 4. Planning

**B**. Alaska Department of Environmental Conservation (DEC). Spill Prevention and

 Response (SPAR)

**VI. LEPC VERBAL STATUS REPORTS**

 LEPC status reports were suspended with the exception of pressing concerns. As such, no reports were provided.

**VII. PUBLIC COMMENTS**

 Co-Chair Cook asked if the virtual participants had anything to share. Hearing no response, the meeting was transitioned to New Business.

**VIII. NEW BUSINESS**

 **A. Anchorage Municipality Tier 2 Fee Structure—Jean Boyda**

 Jean Boyda spoke on Municipality of Anchorage fee structure for hazardous materials. Initialization began in 1986 under the SARA act. This required all facilities within the geographic boundaries to file a Tier 2 annual form to the Anchorage Fire Department. Fees are based upon reportable quantities. The Municipality has a document on their website that shows all reportable quantities as well. This is invoiced through a third-party billing company followed by a certificate of compliance. This was followed by a brief explanation of the 460 reporting facilities done annually.

**B. Hazmat Response Checklist - Kathy Shea with DEC**

 Kathy Shea, the Tier 2 and Community Right to Know Coordinator, conducted a presentation on the Hazmat Response Checklist to help with the requirement of LEPCs. This includes developing a Hazmat Emergency Response Plan and sending it to the SERC to review annually. This also includes exercising the plan with the resources to do so. The LEPCs have the authority to request information from facilities that fall under Emergency Planning Community Right to Know Act (EPCRA) and have them participate in the planning process.

In the E-Plan, there is a list of identified facilities that have emergency, or extremely hazardous substances in your area. This also has a list of the facility coordinator and what chemicals they have. This will help with emergency planning.

The Hazmat Response Checklist is three pages total to follow the nine mandatory requirements to complete. However, it is not intended to be mandatory to do said checklist. It exists to help alleviate some of the burden faced when doing emergency planning.

 **C. LEPC Workgroup recommendations to the SERC—Tom Vaden, co-chair**

 Technical issues caused disruption but the recommendation conveyed was for a previously held workgroup to have further discussions based upon the recommendations sent in the read-ahead email prior to the meeting. Michael Paschall recognized the SERC was working on said recommendations but asked if the division was going to weigh in. This was answered by Bryan Fisher, DHS&EM Director, at which point he commented that this was a living document that has been discussed often with commission co-chairs since the general fund was eliminated from the budget.

 **D. Co-Chair nominations and action**

 Abner Hoage requested a replacement for himself since he was retiring. At this point it was voted on to fill his position with Casey Cook. This was put forth by Tom Vaden with Jim Mullican seconding.

**IX. LEPC Verbal Status Reports** **- suspended**

**X. Members Closing Comments**

 Mary Goolie, EPA, mentioned a message in chat related to the upcoming area committee meeting for contingency plans. She went on to discuss the upcoming Alaska Regional Response Team Meeting that will occur in February. Introductions were made for an additional member of her team, Torri Huelskoetter.

 Jim Mullican commented on his desire for the group putting together recommendations to the SERC and the need for resolutions to move forward with getting the LEPCs to complete the mandates that have been missing over the years.

 Amanda Loach spoke on Anchorage’s response to COVID-19 and its impact on preparedness work. She mentioned their new coordinator, Jean Boyda and went on to speak about increasing their preparedness level through their LEPC and work with the group present in this conference.

 Kathy Shea added some additional commentary. She mentioned sending a copy of the word document related to her earlier briefing to the LEPC list along with information on how to access E-Plan.

 Michelle Torres invited everyone to attend the upcoming conference that is themed around back to basics. She also discussed SERC community interest, a campaign called Good Better Best as another opportunity to get people in your community prepared.

**MOTION:** Co-Chair asked if there were any other comments. Hearing none, he asked for a motion to adjourn the meeting. Jim Mullican agreed to the motion, Sandy Dixson seconded.

Co-Chair asked if anyone opposed. Hearing none, the meeting was adjourned at 10:12 a.m.