

## Local Emergency Planning Committee (LEPC)

DATE: **MARCH 20<sup>th</sup>, 2024**

CHAIR: Amanda Loach

RECORDER: Andrew Preis

**MEMBERS PRESENT** (P = Present, O = Online, A=Absent, AE=Absent/excused)

<b><u>LEPC Voting Members:</u></b>		<b><u>Other Agencies Represented:</u></b>		<b><u>Other Attendees:</u></b>	
Chairperson – Amanda Loach	P				
		Laura Mann – Maxim Healthcare	O		
Doug Lamkin – Building Owner / Manager		Alaina Adkins -- Maxim Healthcare	O		
George Vakalis – SERC / Member-at-Large	P	Erin Zackery – MOA OEM	O		
Alyssa Farrar – Local Environmental	AE				
Manch Garhart – First Aid / EMS	A				
Ashley Lally	O				
Lore Olson – Hospitals	P				
John Huffman – Local Disaster Planning / CERT	AE				
Brian Dean – AFD Fire Marshal	P				
Brian Wilson – APD Captain	AE				
<b><u>Support Staff:</u></b>					
Sean MacKenzie-OEM	P				
Andrew Preis-OEM	P				
<b><u>Ex-Officio Members (non-voting):</u></b>					
Dr. Michael Savitt - Health	A				
Aviva Braun - Weather	O				
<b><u>Reporting Agencies:</u></b>					
Community Right to Know (CRTK) - Jean Boyda	O				
State Emergency Response Commission (SERC)	P	(George Vakalis)			
Division of Homeland Security and Emergency Management (DHS&EM) – Roy English	A	Dave Reilly			
Alaska Partnership for Infrastructure Protection (APIP) – Shawna Watson / Robert Carmichael	A				
Joint Medical Emergency Planning Group (JMEPG) – Lore Olson	O	(Lore Olson)			
Communications (AWARN/ALMR) Jason Beach	A				
Anchorage Health Department (AHD) - Renee Aguilar	P				
Community Emergency Response Team (CERT/Citizen Corp)	A	(John Huffman)			
Emergency Operations Center	P	(Andrew Preis)			

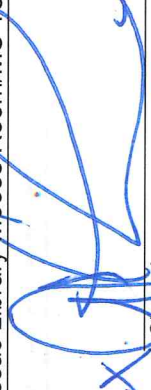
Agenda Item	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP
AGENDA/ITEM	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP (Track, Open, Close)
Call to Order and Introductions	Meeting called to order by Chair Loach – 1:01pm		
Welcome and Roll Call	Welcome & Rollcall – Andrew Preis Committee members present: 5/10 (quorum not present)		
Safety Minute	Andrew Preis, OEM – Why we do after action reporting and improvement planning.		Include ppt slides
Consent Agenda- Approval of previous meeting minutes	Approval of previous meeting minutes: DECEMBER 13, 2023 Vote postponed due to lack of quorum.	Motion: Second: Result:	Move to next meeting from Amanda
Consent Agenda- Approval of current meeting agenda	Approval of current meeting agenda, with amendments presented by Chair: MARCH 20, 2024 Vote postponed due to lack of quorum.	Motion: Second: Result:	Move to next meeting from Amanda
Presentation	Sean MacKenzie, OEM –. Presenting on Integrated Preparedness Planning Workshop		Include ppt slides and notes
AGENCY REPORTS:			
Community Right to Know Act (CRTK)	Jean Boyda, AFD/CRTK. - Processing CRTK reports for billing. 417 reports submitted through E-plan system. 270 of those have been billed, and once billing is processed, they will receive certificates of compliance.		
Emergency Plans	Sean MacKenzie – OEM - Changes have come to the WCIF. Used to be large spreadsheet with too many tabs, too difficult to manage. State has changed that process/system to a once-per-quarter distro of fillable PDFs. Each quarter the State will send these fillable forms, and by the end of the year the same info will be turned into the State as was with the WCIF.		



Agenda Item	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP
	<ul style="list-style-type: none"> <li>2<sup>nd</sup> quarter of LEPC meetings may be better time to report to the LEPC about the OEM's strategic planning process and plan. Based on the change to the WCIF, 2<sup>nd</sup> quarter on the agenda might be getting changed to update the LEPC on OEM Strategic Plan. Quarters 3 and 4 in regards to plan reviews will remain the same.</li> </ul>		
<b>State Emergency Response Committee (SERC)</b>	<p>George Vakalis</p> <ul style="list-style-type: none"> <li>Still no news on funding for the LEPCs. Not sure where that stands in the State budget.</li> <li>SERC last meeting spent a lot of time discussing the University Lake spill event.</li> <li>SERC resurrecting the planning committee, to look at the mission of the SERC and LEPCs. A chance for OEM/Anchorage LEPC to get involved is to evaluate the mission of the LEPC.</li> <li>Looking to the SERC Finance Committee to figure out funding in lieu of the State.</li> </ul>		
<b>Division of Homeland Security and Emergency Management (DHS &amp; EM)</b>	<p>Dave Reilly, DHS&amp;EM</p> <ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Alaska Partners for Infrastructure Protection (APIP)</b>	<p>Andy reported next meeting for APIP tomorrow 3/21, 10-12noon, on Teams or at AT&amp;T facility in Govt Hill.</p>		
<b>Joint Medical Emergency Planning Group (JMEPG)</b>	<p>Lore Olson – Chair JMEPG, ANMC Preparedness</p> <ul style="list-style-type: none"> <li>Michael Kubler new Chair</li> <li>Sean Murphy new Vice Chair</li> <li>Working on alternate care sites planning for each facility, what the needs might be for the hospitals</li> </ul>		
<b>Communications: (AWARN/ALMR)</b>	<p>Jason Beach – MOA Comms/Radio Shop</p> <ul style="list-style-type: none"> <li>N/A</li> </ul>		
<b>Anchorage Health Department (AHD)</b>	<p>Renee Aguilar, Elizabeth Whitney – AHD EP</p> <ul style="list-style-type: none"> <li>Participated in development in the AHD snow emergency plan</li> <li>Attended and participated in IPPW</li> <li>Participated in SHSP application process</li> </ul>		

Agenda Item	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP
	<ul style="list-style-type: none"> <li>- Participated in Alaska Ex 2024, internal, EOC support, AWWU support with boil water notice</li> <li>- Upcoming public health preparedness summit, AHD EP staff attending virtually.</li> <li>- Participating in the Tsunami Operations Meeting in Seward April 1-5.</li> <li>- Med Surge exercise coming up 6/13.</li> <li>- 2 additional clinical services at AHD, well baby clinic as part of WIC, lead testing, starting on 4/10.</li> </ul>		
<b>Citizen Corps/CERT</b>	<p>John Huffman – UAA Emergency Manager</p> <ul style="list-style-type: none"> <li>- N/A</li> </ul> <p>Manch Garhart, Girdwood VFD/CERT</p> <ul style="list-style-type: none"> <li>- N/A</li> </ul>		
<b>Emergency Operations Center</b>	<p><b><u>Andrew Preis – Programs Manager, OEM:</u></b></p> <ul style="list-style-type: none"> <li>- Include notes</li> </ul>		Include notes
<b>Ex-Officio member comments</b>	<p>Aviva Braun, NWS</p> <ul style="list-style-type: none"> <li>- Forecasters participated in the Alaska Ex extensively, and Aviva has been able to sign off on their work. Looking forward to finding more ways in the future to work together</li> <li>- Last week was Arctic Winter Games, went off without a hitch, athletes and leadership were very happy.</li> </ul>		
<b>Break</b>	13min break, 2:10pm return.	<p>Motion:</p> <p>Second:</p> <p>Result:</p>	
<b>Unfinished Business:</b>	<ul style="list-style-type: none"> <li>- LEPCA/SERC letter that got sent to the State for funding recommendations and other recommendations. <ul style="list-style-type: none"> <li>o No response from the State</li> <li>o OEM to follow up on Anchorage LEPC's behalf to see if there are any items of feedback</li> </ul> </li> </ul>	<p>Recommended courses of action:</p> <ol style="list-style-type: none"> <li>1.) OEM follow up</li> <li>2.) OEM call out State at LEPCA in April business meeting</li> <li>3.) George Vakalis as LEPCA Finance Committee chair to call out State at SERC meeting</li> </ol>	<p>OEM to find out ahead of LEPCA/SERC meetings if other jurisdictions submitted letters also.</p> <p>Ask at the meetings if any other jurisdictions want to sign on to Anchorage LEPC's letter.</p>

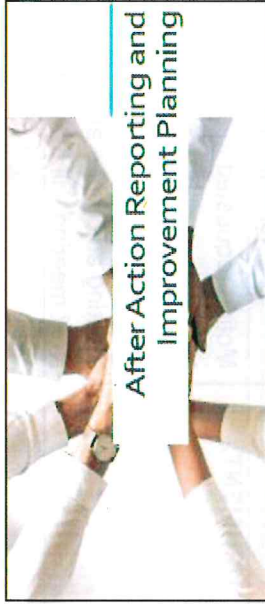
Agenda Item	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP
<b>New Business:</b>	<ul style="list-style-type: none"> <li>- Asking LEPC committee about doing a Bylaw review and update</li> <li>- Maintenance schedule for bylaws</li> <li>- Reaffirm mission and vision for Anchorage LEPC</li> </ul>		Andy to send out bylaw electronic copy
<b>Public Comment</b>	<ul style="list-style-type: none"> <li>- N/A</li> </ul>		
<b>Committee Member Comment</b>	<ul style="list-style-type: none"> <li>- George Vakalis – suggested to brief committee on one of the response/contingency plans each meeting.</li> <li>- Brian Dean – LEPC outreach 1-2 weeks before, inform committee members on presentation topics</li> <li>- Amanda Loach – EMAP update. EMAP is the accrediting agency for emergency management agencies. Anchorage OEM will be participating in the baseline assessment in the near term. EMAP cohort coming to Anchorage for a site visit and assessment in June, 2024. Considering this as an indicator for where the Anchorage emergency management is. No cost to the community, FEMA funds this process. No other community in Alaska, or the State has done this assessment. OEM to update the Anchorage LEPC as the process moves along.</li> <li>- Aviva Braun – 3/27, 10:20am. Shouldn't affect Anchorage but there could be code bleed over for the warning.</li> </ul>	1-2 weeks out from each meeting, reach out to the committee as a reminder and an informational update on upcoming topics.	1-2 weeks out from each meeting, reach out to the committee as a reminder and an informational update on upcoming topics.
<b>ADJOURNMENT:</b>	<p>Motion requested to adjourn meeting (time)</p> <p>Motion:</p> <p>Second:</p> <p>Meeting adjourned at: 2:33pm</p> <p>Next meeting will be Wednesday JUNE 26, 2024 1pm-3pm Loussac Library Moose Room/MS Teams hybrid</p>		

 Signed

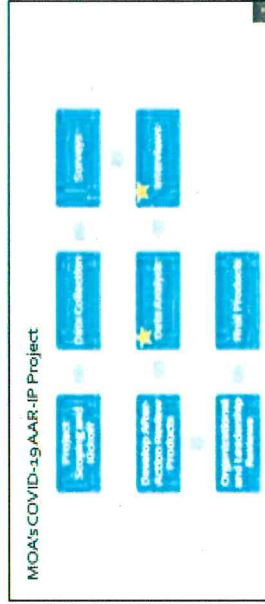
6/26/2024  
Date



## After Action Reporting presentation for safety minute:



1



3

Survey links (these are also on the Q&A website):

- [Municipality of Anchorage COVID-19 After Action Survey for Respondents](#)
- [Municipality of Anchorage COVID-19 After Action Survey for MOA's IP Partners](#)
- [Municipality of Anchorage COVID-19 After Action Survey for Business Partners](#)
- [Municipality of Anchorage COVID-19 After Action Survey for General Public](#)

5

After action report (AAR) and an improvement plan (IP) are useful tools for local governments to assess their response. AARs allow the community to reflect on their actions during a crisis. By analyzing what worked well and what didn't, we can learn from experiences and improve future responses.

1. **Identifying Strengths and Weaknesses:** The AAR helps identify strengths, such as effective communication strategies or successful resource allocation. It also highlights weaknesses, like gaps in coordination or information sharing.
2. **Accountability and Transparency:** Conducting an AAR demonstrates transparency and accountability to the public. It shows that the government is committed to evaluating its performance objectively.
3. **Emergency Preparedness and Resilience:** The IP, developed based on AAR findings, outlines specific actions and strategies that the community is better prepared for future emergencies, including other health crises or natural disasters. It also identifies areas for improvement.
4. **Resource Allocation:** The IP guides resource allocation, ensuring that funds, personnel, and equipment are strategically deployed to address vulnerabilities identified during the pandemic.
5. **Collaboration and Coordination:** AARs involve multiple stakeholders, fostering trust and communication between government agencies, healthcare providers, and community organizations. The IP facilitates coordinated efforts to build a stronger community.

2

TRANSLATED FROM "AAR"

There are multiple survey links provided. These surveys are open to various stakeholders, including the Municipality of Anchorage COVID-19 After Action Survey for Respondents, the Municipality of Anchorage COVID-19 After Action Survey for MOA's IP Partners, the Municipality of Anchorage COVID-19 After Action Survey for Business Partners, and the Municipality of Anchorage COVID-19 After Action Survey for General Public. These surveys are designed to gather feedback from different perspectives to improve future responses.

1. The Municipality of Anchorage COVID-19 After Action Survey for Respondents is intended for general public feedback.
2. The Municipality of Anchorage COVID-19 After Action Survey for MOA's IP Partners is intended for feedback from MOA's IP Partners.
3. The Municipality of Anchorage COVID-19 After Action Survey for Business Partners is intended for feedback from business partners.
4. The Municipality of Anchorage COVID-19 After Action Survey for General Public is intended for feedback from the general public.

4

## Integrated Preparedness Planning Workshop presentation:


**Municipality of Anchorage**

**2024 Integrated Preparedness Planning (IPP)**




1

**Integrated Preparedness Overview**





- The purpose of the Integrated Preparedness Plan (IPP) is to document overall preparedness priorities and activities for the Municipality of Anchorage.
- Incorporating all elements of the Integrated Preparedness Cycle allows for maximum efficiency of resources, time, and funding.
- This works towards improving the Municipality's capabilities.



2


**IPP Workshop Process**

3


**Review of 2024 Integrated Preparedness Plan (IPP): Questionnaire respondents**

- 18 Survey responses received
- Verbal feedback during the workshop




4

**Identify Preparedness Priority Factors**




- Identifying the applicable factors affecting the Municipality is the key element to then setting preparedness priorities.
- The list of factors is intended to help organizations consider the full range of factors impacting their preparedness activities for the coming multi-year schedule.




5

**Identify Preparedness Priority Factors:**




- Identify threats, hazards, and risks.
- Identify areas for improvement and capability assessments.
- Identify external sources and requirements.
- Identify accreditation standards or regulations.




6

### Establish Preparedness Priorities



- Preparedness priorities are the strategic, high-level priorities that guide overall preparedness activities.
- These priorities should be comprehensive to meet the needs of the whole community and will drive preparedness activities through the Integrated Preparedness Cycle.



7

### Review Integrated Preparedness Plan (IPP) Priorities




- 2024 IPP Priorities:
  - Planning
  - Cybersecurity
  - Safety
  - Operational Coordination and Communication
  - Critical Infrastructure Protection




8

### Develop a Multi-Year Schedule




- The multi-year schedule outlines the preparedness activities that will address the preparedness priorities.
- The purpose of this activity is to schedule and synchronize all aspects of preparedness within the Integrated Preparedness Cycle, not just training and exercises, in an effort to address capability gaps and improve overall preparedness.




9

### Develop a Multi-Year POETE Schedule




- Identify planning elements
- Identify organization changes
- Identify equipment needs
- Identify training opportunities
- Identify potential exercises




10

### Establish Program Reporting




Include the jurisdiction's organization's methodology for prioritizing, assigning, monitoring, tracking, and reporting the progress made toward resolution of issues identified during exercises and real-world incidents, as well as, capability improvement projects and the overall impact these actions have on capabilities.




11

### IPP Process Since the Workshop




- Incorporated feedback from workshop
- Developed the report
- Submitted report to State of Alaska
- Fill out State of Alaska IPP Survey (March)
- Participate in State of Alaska IPP Workshop (April)



12





### Executive Summary

- Numerous threats, hazards, and risks
  - Natural and man-made disasters
- Supply chain disruptions and related transportation issues
- Experiences of persons to work together
- Newsletter preparation to
  - Alert, educate, inform, and cyber attack
- Risk oriented threat assessment, detection, and rapid response
- Emergency management equipment needs long and costly
- Participants appreciated ability of each other's preparedness plans and sharing opportunities to work together

Note: The members of LPPS were asked to keep the survey and suggestions to the working future of LPPS. We intend to make all members of LPPS.

13



### IPP Report and Contact Info

- Plan hard copies and electronic copies are available for review and comment
- For questions and comments, please contact:
  - sean.machonzie@anchorageak.gov

14



## Thank you!

15

Agenda Item	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP
-------------	------------	------------------------	-----------

**EOC Notes:**

Cold Weather Civil Emergency Declaration:

- 1/26 Internal discussions and coordination
- Followed closely by civil emergency declaration for extreme cold and need to open additional warming facilities
- EOC not activated, but heightened awareness. AHD lead agency
- EOC helped amplify messaging and press releases
- 1/28 declaration extended by Assembly
- EOC continued to monitor conditions and operations, attended VOAD meeting, monitored Alaska 2-1-1 call center intel regarding unmet needs, kept touch with AHD regarding any needs

Alaska Ex full scale exercise:

- Alaska Ex 2024 was a State-sponsored full scale exercise with catastrophic earthquake scenario
- Week of Monday 3/4 OEM started monitoring exercise play, including coordination with NWS WFO Anchorage in the EOC, and also prepped for 3/5
- 3/5, main EOC participation in exercise play
  - o 8am Rave message went out to all ERT/IRT members notifying of EOC activation
  - o 10am – 2pm exercise participation in the EOC, including objectives related to operational coordination, communications, planning/organization
  - o Exercise coordinator offered up injects, white cell great participation
  - o 2pm quick hot wash with ups and downs per section
  - o Lots of good learning opportunities and improvement items. Official AAR/IP to come shortly
- 3/6 PIO objectives
- 3/7 AWWU chemical transport

Contingency planning for arctic winter games for alternate shelter location