

## Local Emergency Planning Committee (LEPC)

DATE: May 4<sup>th</sup>, 2022  
 CHAIR: Amanda Loach  
 RECORDER: Andrew Preis

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

	P	O	A	<u>Other Agencies Represented:</u>	<u>Other Attendees:</u>
Chairperson – Amanda Loach	P				
<b><u>LEPC Voting Members:</u></b>					
David Barton	A			Tidal Basin – Michelle Burnett	O Jessica Henry
Doug Lamkin	O			Brentagg Pacific - Brian Boudreaux	O Mike Opalka
Erich Scheunemann	O			Anchorage Fire Department – Brian Dean	P Ron Britton
Ron Swartz	A			JBER Emergency Management – Robbie Southards	P
George Vakalis	P				
Robert Wyatt	A				
<b><u>Support Staff:</u></b>					
Audrey Gray-OEM	P				
Andrew Preis-OEM	P				
<b><u>Ex-Officio Members (non-voting):</u></b>					
Health – Dr. Michael Savitt	O				
Weather – Aviva Braun	A				
SOA/DHS&EM – JJ Little	A				
<b><u>Reporting Agencies:</u></b>					
Community Right to Know (CRTK) (Jean Boyda)	O				
State Emergency Response Commission (SERC)	P				
Division of Homeland Security and Emergency Management (DHS&EM)	A				
Alaska Partnership for Infrastructure Protection (APIP)	A				
Joint Medical Emergency Planning Group (JMEPG)	A				
Communications (AWARN/ALMR)	A				
Anchorage Health Department (AHD) (Kelly Isham)	P				
Community Emergency Response Team (CERT/Citizen Corp)	A				
Emergency Operations Center (EOC)	P				

Agenda Item	DISCUSSION	RECOMMENDATION/ACTIONS	FOLLOW-UP
<b>AGENDA/ITEM</b> Call to Order and Introductions	<b>DISCUSSION</b> Meeting called to order by Chair Loach - 1:03pm	RECOMMENDATION/ACTIONS	FOLLOW-UP (Track, Open, Close)
Welcome and Roll Call	Welcome and house keeping items – Preis Rollcall – Preis Committee members present: 3/5 (quorum achieved)		
Safety Minute	<b>Fire Wise</b> – Brian Dean, AFD Fire Marshal's office. Delivered a great overview of the Fire Wise program, and included a brochure (attached) For more information: <a href="http://www.muni.org/departments/fire/wildfire/pages/default.aspx">www.muni.org/departments/fire/wildfire/pages/default.aspx</a> <a href="http://www.firewise.org">www.firewise.org</a>		
Consent Agenda- Approval of previous meeting minutes from 12/6/21	<b>December, 2021 meeting minutes</b> Motion to approve: Vakalis Second: Lamkin Motion passed unanimous		
Consent Agenda- Approval of Agenda for 5/4/22	<b>May, 2022 meeting agenda</b> Motion to approve: Vakalis Second: Lamkin Motion passed unanimous		
Presentation	<b>Tidal Basin – Contractor, EOP Update Project</b> Gave a great project overview with planning partners, functional and disaster annexes, engagement process (currently at step 5 – prepare and review the plan). Project schedule, 3 phases. Phase 1 complete (project initiation and planning). Phase 2 in action (planning, analysis, and solutioning). Phase 3 to finalize and adopt. Discussion: pertaining to if the plan will include specific instances of flooding events, like a tsunami after an earthquake. The hazard appendix referring to flood will contain said detail, and include intel from		Andy to ask Michelle if the presentation is available to share and attach with minutes?

<p><b>REPORTS:</b> <b>Community Right to Know Act (CRTK)</b></p>	<p>the hazard mitigation plan.</p> <p>Deadline was March 1 for facilities with hazardous materials to report. 450 facilities filed, 11 new filers (8 new facilities, 3 new cell phone towers). Approx. 40 facilities who did not file, will be conducting outreach to them, or they will face inspection. E-plan system online (managed by University of Texas at Dallas). Getting positive comments and feedback about the system, facility admin can pull up data from previous year's reports in order to populate current year. Next step after fees are paid, certificates of compliance mailed out.</p>		
<p><b>Emergency Plans</b></p>	<p><b><u>Audrey Gray – IPP, Equal Access Project</u></b> <b>Integrated Preparedness Plan (IPP):</b> What it is – a workshop to bring agencies and departments to the table to talk about how to plan, train, exercise together, and how to get funding. Great participation this year from in/outside MOA. Priorities include planning, cyber, safety, operational coordination/communication, infrastructure protection will remain the same for this year. State held IPPW at the EM conference in April, to determine regional plans and priorities to feed into the State plan. Lots of upcoming training opportunities coming to southcentral, Mat-Su to coordinate on trainings. 2023 exercises coming up and coordinating with MatSu potentially. How the LEPC can help, disseminate training announcements to those in the community who could benefit. Also participate in exercise and drills Drielle Welch – HMP, WCIF</p> <p><b>Equal Access Project:</b> Increase access to emergency management information for those who have disabilities (sight, hearing, language access, etc.) Working through IT department for website update for</p>	<p>LEPC to help amplify training/exercise opportunities, participate in training/exercise, and help tell us about funding opportunities.</p> <p>LEPC to also help identify agencies and organizations they know of who might want to participate in the Equal Access project with Audrey and OEM.</p> <p>LEPC to work through Drielle if they have additional hazard mitigation project ideas and/or future plan updates.</p>	<p>LEPC to work through Audrey to review the finalized IPP, and submit comments/ideas.</p>



language access. Translating mitigation/outreach information to top 5 languages spoken in Anchorage, as well as Yup'ik. Reducing readability of outreach to 6<sup>th</sup> grade reading level. Culmination will be to take all the products out into the community to present, hopefully through other community groups. LEPC assistance, if any committee members know of points of contact for community groups who serve people with these access limitations. Also provide feedback on the website for readability and access after project is complete.

**Drielle Welch – Hazard Mitigation Plan:**

Assembly adopted the completed plan on April 12<sup>th</sup>. Assembly requested copies of plan for members to have in Assembly chambers. The Assembly's approval was submitted to the State on May 3<sup>rd</sup>, to forward to FEMA for full adoption and approval. Future updates will happen annually and include updates and new input as conditions change. Community Development Block Grant-Disaster Recovery (CDBG-DR) money, through the State will help integrate this plan into other higher level plans. MOA working through list of action items, if LEPC has any ideas for new action items and projects to include for future updates.

**State Emergency Response Committee (SERC)**

**George Vakalis – SERC:**

State-wide meeting in April, briefings from subject matter experts and certain areas of disasters. Lots of discussion on the responsibility of the SERC. Initially started for the State to divide up into local jurisdictions' LEPCs, and just focused on hazardous materials. Funded originally as such also. Then evolved to all hazards, and funding shifted from oil response, to State general fund. LEPCs were funded through the SERC to carry on planning activities. Approximately 25 LEPCs around the state. Most don't have funding, for various reasons, for LEPC activities. As of several years ago, funding source has ceased from the State. Last it was distributed, it was about \$350K for spreading around the whole

Amanda to follow up with Jean Boyda on getting intel on the fee structure and programming, in order to report to the SERC in the next LEPCA/SERC meeting in October, 2022.

	<p>state, about \$18K of that for Anchorage specifically. Funding discussion continues, even though it is still removed from the State's budget. SERC is attempting to encourage the State legislature to reinstate the funding state-wide. What this means for Anchorage? Largest portion of the funding based on the amount of hazardous materials in the jurisdiction, and capabilities/resources. In the future, State and SERC need to figure out what they want from the program, and how to meet the intent of the law (SARA Title III).                  Vakalis added background about the fee structure in Anchorage for facilities with hazardous materials to pay the fees for CRTK program, funding goes to AFD for program management.</p>		
<p><b>Division of Homeland Security and Emergency Management (DHS &amp; EM)</b></p>	<p>No report</p>		
<p><b>Alaska Partners for Infrastructure Protection (APIP)</b></p>	<p>No report</p>		
<p><b>Joint Medical Emergency Planning Group (JMEPG)</b></p>	<p>No report</p>		
<p><b>Communications: (AWARN/ALMR)</b></p>	<p>No report</p>		
<p><b>Anchorage Health Department (AHD)</b></p>	<p><b>Kelly Isham – Manager of Emergency Preparedness (EP) program at AHD</b>                  Still very much involved with ongoing covid-19 response, although operations has significantly ramped down since December meeting. Going forward, looking at mass care services, medical countermeasures/vaccine.                  Also participated in recent EOC activation and disaster response with OEM (avalanche).                  Director Gerase wants to achieve a higher response posture within AHD. Kelly will likely manage the EP Program, as well as this increased response</p>		

<p><b>Citizen Corps/CERT</b></p>	<p>structure. Through written statement from Ron Swartz, UAA Emergency Management: Their EOP approved and promulgated as of November, 2021. Chief Weston, Chief Girdwood Volunteer Fire Department was absent.</p>		
<p><b>Emergency Operations Center</b></p>	<p><b><u>Amanda Loach, Director OEM:</u></b> Hiland Road Avalanche response activities 3/25 – 4/15. EOC activated at partial capacity mainly for planning, logistics/supplies, and some operations. Local and State-level disaster declarations to help cover mitigation and debris removal. After-action and improvement planning are in progress. Total of about \$1million in costs to recover. Since last meeting, covid-19 response has been 100% turned over to AHD. About \$120million in costs to recover, about \$41million already recovered. A total of 4 disasters being worked through cost recovery in the OEM. OEM has produced a departmental strategic plan to direct priorities and objectives (2022-2024). EOC work space has been updated with reorganized work stations and hardware. Hazard Mitigation plan has been revised, approved, and waiting on FEMA for final approval to be in compliance for mitigation grant funding. Integrated Preparedness Plan has been finalized (see report from Audrey Gray above).</p>		
<p><b>Unfinished Business: Open LEPC positions</b></p>	<p>There are still quite a few open positions on the commission. OEM received applications for parties interested in  <ul style="list-style-type: none"> <li>- Law Enforcement seat</li> <li>- Hospital seat</li> <li>- Health seat</li> </ul>                     Asselin (law enforcement), Olson (Hospital), Isham (Health)                      Also interested in law enforcement Mike Opalka, retired AK State Troopers                      Isham commented on why he wanted to join LEPC.</p>		<ul style="list-style-type: none"> <li>- Andy to send application to Mr. Opalka, and list of other open positions</li> <li>- Olson's and Isham's applications to join the Anchorage LEPC as voting members were approved to pass</li> </ul>



<p><b>Unfinished Business: Ex-officio member updates</b></p>	<p>Opalka spoke about interest to join LEPC as well.</p> <p>Will postpone the vote on this Law Enforcement position until Asselin is present to represent himself.</p> <p>Vakalis provided some historical context: Traditionally, Hospital seat represented by one of the major hospitals from their Admin. Health Department director for the Health seat, First Aid seat by the battalion chief from AFD, local environmental seat by a local environmental company. Elected official has sometimes been filled by an assembly member. Building operator/owner, could reach out to BOMA. Community groups, maybe reach out to Federation of Community Councils.</p> <p>Loach read Lore Olson's application statement out loud to the meeting.</p> <p>Motion requested to approve Olson for Hospital seat, and Isham for Health seat</p> <p>Motion to approve: Vakalis</p> <p>Second: Scheunemann</p> <p>Motion passed unanimous</p> <p>New Ex-Officio Members/positions:                  Dr. Michael Savitt, Health/Medical position, to contribute as a subject matter expert in health.</p> <p>Aviva Braun, National Weather Service local forecast office warning coordination, as a subject matter expert in weather and alert/warning.</p> <p>JJ Little, Division of Homeland Security and Emergency Management, subject matter expert and liaison to the DHS&amp;EM.</p>		<p>along to the SERC. The SERC will put position fill requests on their consent agenda at the next State-wide meeting in October. Until then these two new members can join the committee, but not officially vote on any official business until approved by the SERC. Not anticipating any objection at the October meeting.</p>
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**New Business: Draft plan review calendar for LEPC**

Director Loach proposed a draft calendar for LEPC to help review OEM/EOC plans on a quarterly schedule:  
 Q1 – Integrated Preparedness Plan  
 Q2 – Whole Community Information Form  
 Q3 – Emergency Operations Plan  
 Q4 – Hazard Mitigation Plan  
 Project management staff responsible for each plan can reach out to the LEPC directly for assistance on review and input.  
 This can be adopted into bylaws via an update, or kept more informal.

Director Loach also reported out on the recent State-wide LEPCA meeting in April. There was a presentation from someone from the LEPCA in Colorado on how to best get LEPC's involved in planning activities. OEM has a strategic plan to incorporate preparedness objectives, response/recovery, etc. What should the LEPC strategic plan look like and include?

Most post-disaster litigation relates directly, or points to lack of pre-disaster preparedness for ADA considerations, disability integration. As an example, Mat-Su EM is having their LEPC help update code to accurately reflect what EM is doing. Suggestion for Anchorage LEPC to help OEM get city code updated to incorporate all things that OEM is doing.  
 LEPC could help with exercise design, could be a team or a sub committee.  
 Current OEM/EOC facility is 80+ years old, needs upgrades or new facility and LEPC could help advocate.  
 CERT interest is out there, LEPC could help move that initiative forward.

**Public Comment**

Brian Boudreaux – Health and Safety Manager for Brenntag Pacific.  
 In the process of opening new chemical distribution facility in Anchorage, interested in attending future LEPC meetings.



**Committee Member Comment**

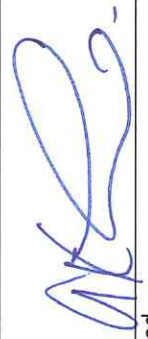
Erich Scheunemann – EMS Chair, and AFD covid chief.  
 2022 has seen an increase in patient transports. Patient off loading at emergency rooms at the hospitals has been reported to be taking longer, creating a delay in medics getting back into service. We are monitoring that. Diversions at hospitals are down somewhat with the COVID-19 cases down.

Dr. Michael Savitt – CMO Anchorage Health Department, and Health ex-officio seat.  
 Question about having anything in place for training the documented policies/processes/procedures, to make sure they are sound? Referencing a frequent disconnect between policy and practice.  
 In response, Director Loach: after action reports are a part of OEM process post-disaster, like the avalanche response. Process includes getting as many participants together as possible to go through review process and improvement plan, to include responsibilities and funding opportunities for how to correct things. IPP incorporates training and exercise plans in order to improve.

**ADJOURNMENT:**

Motion requested to adjourn meeting  
 Motion: Vakalis  
 Second: Scheunemann  
 Motion passed unanimous, meeting adjourned at 2:41pm

Next meeting will be Wednesday June 29, 2022 1pm-3pm Loussac Library/MS Teams hybrid

  
 Signed \_\_\_\_\_  
 Date 9/30/22

# HOW TO PREPARE YOUR HOME FOR WILDFIRES

WILDFIRE RISK REDUCTION STEPS THAT CAN MAKE YOUR HOME SAFER DURING A WILDFIRE



## VEGETATION MANAGEMENT

### 1. HOME IGNITION ZONES

To increase your home's chance of surviving a wildfire, choose fire-resistant building materials and limit the amount of flammable vegetation in the three home ignition zones. The zones include the **Immediate Zone**: (0 to 5 feet around the house), the **Intermediate Zone** (5 to 30 feet), and the **Extended Zone** (30 to 100 feet).

### 2. LANDSCAPING AND MAINTENANCE

To reduce ember ignitions and fire spread, trim branches that overhang the home, porch, and deck and prune branches of large trees up to 6 to 10 feet (depending on their height) from the ground. Remove plants containing resins, oils, and waxes. Use crushed stone or gravel instead of flammable mulches in the **Immediate Zone** (0 to 5 feet around the house). Keep your landscape in good condition.

## FIRE RESISTIVE CONSTRUCTION

### 3. ROOFING AND VENTS

Class A fire-rated roofing products, such as composite shingles, metal, concrete, and clay tiles, offer the best protection. Inspect shingles or roof tiles and replace or repair those that are loose or missing to prevent ember penetration. Box in eaves, but provide ventilation to prevent condensation and mildew. Roof and attic vents should be screened to prevent ember entry.

### 4. DECKS AND PORCHES

Never store flammable materials underneath decks or porches. Remove dead vegetation and debris from under decks and porches and between deck board joints.

### 5. SIDING AND WINDOWS

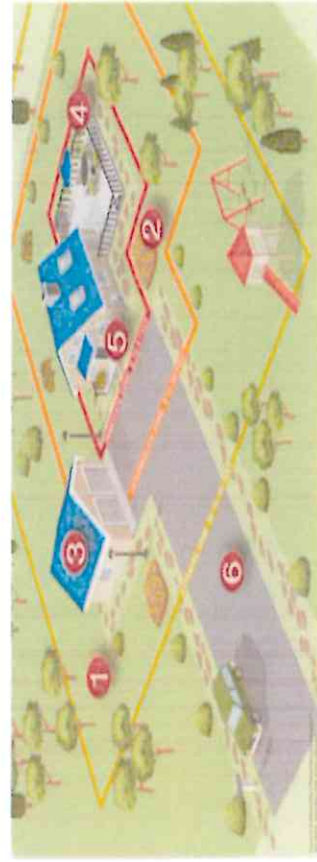
Embers can collect in small nooks and crannies and ignite combustible materials; radiant heat from flames can crack windows. Use fire-resistant siding such as brick, fiber-cement, plaster, or stucco, and use dual-pane tempered glass windows.

## BE PREPARED

### 6. EMERGENCY RESPONDER ACCESS

Ensure your home and neighborhood have legible and clearly marked street names and numbers. Driveways should be at least 12 feet wide with a vertical clearance of 15 feet for emergency vehicle access.

- Develop, discuss, and practice an emergency action plan with everyone in your home. Include details for handling pets, large animals, and livestock.
- Know two ways out of your neighborhood and have a pre-designated meeting place.
- Always evacuate if you feel it's unsafe to stay—don't wait to receive an emergency notification if you feel threatened from the fire.
- Conduct an annual insurance policy checkup to adjust for local building costs, codes, and new renovations.
- Create or update a home inventory to help settle claims faster.



**TALK TO YOUR LOCAL FORESTRY AGENCY OR FIRE DEPARTMENT TO LEARN MORE ABOUT THE SPECIFIC WILDFIRE RISK WHERE YOU LIVE.**



**FIREWISE USA**  
RESIDENTS REDUCING WILDFIRE RISKS

VISIT [FIREWISE.ORG](http://FIREWISE.ORG) FOR MORE DETAILS

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## Firewise Self-Assessment Checklist

### From Your Doorsteps Outward

- Remove all conifers and dry or dead vegetation
- Edge the building with small plants, flowers or gravel
- Keep your roof and gutters clean. Remove needles, leaves, lichens, branches and debris.
- Remove organic debris that collects in cracks.
- Remove debris and combustible items from deck surfaces and underneath decks and stairs.

### From 15-30 feet of structure

- Thin or clump conifer trees to ~15 feet between extending branches
- Prune limbs of mature conifers to 6-8 feet
- Remove shrubs beneath trees
- Remove all dry or dead vegetation

### From 30 - 100 feet of structure

- (increase distance if slope is >30%)
- Thin conifers to 10 -15 feet between extending branches
  - Thin black spruce in clusters <10 feet in diameter with 15 feet between clusters
  - Prune limbs of remaining conifers to 6-8 feet
  - Remove shrubs beneath trees
  - Remove all dry or dead vegetation

### General Landscaping

- Maintain lawn at 3" or less and keep well-watered
- Keep trees healthy with frequent watering
- Dispose of flammable debris from your property
- Keep areas under stairs and decks free of debris; Enclose with non-combustible screens
- Clean the roof and gutters of needles, leaves, and branches
- Provide a 15-foot clearance between your chimney and nearest tree branches
- Prune trees in fall for best health

### Building Materials

- Cap chimney with spark arrester
- Roof should be fire resistant; If not, keep clear of leaves, mosses and lichens
- Screen all exterior vents, such as attic openings

### Access and Signs

- Address marked with reflective numbers at least 4" high on house and driveway
- Clear vegetation alongside driveway and road edge
- Driveway should be 12 feet wide with a turnaround for emergency vehicle access

### General

- Stack firewood at least 30 feet from house and clear 10 feet around pile
- Do not stack firewood under trees or on downhill side of property
- Keep storage areas clean;
  - Do not accumulate combustibles such as oily rags and newspapers

More Firewise Tips at: <https://www.nfpa.org/Public-Education/By-topic/Wildfire/Firewise-USA>