

SERC All Hazards Planning Committee  
July 16, 2008 Meeting Minutes

I. Call to Order

Call to order was conducted at 10:00. Those present for the meeting at the U.S. Federal Building, Anchorage Annex were the following:

Robert Forgit- FEMA AK Area Office  
Brian Fisher, DMVA  
Lisa Kern, DMVA  
David Kang, DMVA  
Jessie Vralsted, DMVA  
Layne McDowell, ALCOM

Those attending via teleconference were:

Warren Cummings, Alaska Fire Chiefs Association  
Ted Smith, DHSS  
Duane Dvorak, Kodiak Island Borough  
Pete Petram, ANTHC

II. Welcome and Introductions

Welcome and introductions were done by members attending the meeting.

III. Approval of Previous Meeting Minutes

**Duane Dvorak motioned for approval of Minutes from the March meeting and Layne McDowell seconded the motion.** There was unanimous approval by committee members, no discussion followed.

IV. Consent Agenda

Agenda approval for May 13, 2008 was entertained by David Kang. **Warren Cummings motioned and Duane Dvorak seconded. No objection was made by the committee members. Agenda was passed without comment.**

V. DHS&EM Update

David Kang provided a brief synopsis of current events impacting DHS&EM operations. DHS&EM is focusing on planning and getting ready for grants and the 2009 grant is going through the process. The grant process is starting to be linked to NIMS. A capability assessment is being added to the application process that is similar to the GAP process but is a little bit broader. It ties in the Recovery Management of NIMS into what DHS is doing.

There is not much forest fire activity right now. Fairbanks fire fighters have been going to California to help with the fires there.

The fall Sea Storm will be occurring soon, so a revamp of the plan is taking place. Tracking of the Six Communities in Paril that were identified by the Senator Stevens and Governors work group for climate change are being closely looked at by Andy

Jones. Andy is producing RFP for each of the six communities. There needs to be more coordination on the idea of community planning and coordination finance stream for each community. This all ties into the fall Sea Storm because of erosion issues that occur during the storms. Evacuation routes need to be established and emergency relief needs to be given to the communities that are affected during the storms.

The next SERC meeting will be a week long and it will allow other communities and people to come that are interested in meeting local people. This will occur in September in Fairbanks. SERC will focus on three planning platforms at the local level, state level and risk region 10 planning committee. Chief Cummings is concerned that the SERC is scheduled during a time when some of his people have other training events scheduled.

## VI. Old Business

### a. Current Plans for Review

- i. NW Arctic Burrow EOP: Some comments were sent to David Kang. David Kang clarified that this is a big plan and an old model but guidance has been given to the community since the plan was written. Pete Petram has a concern that the NW Arctic Borough does not address Native Alaskan issues. David Kang mentioned that this was a general plan and not a detailed SOP. The check list is also not good for small communities.
- ii. Cross Roads Medical EOP: People stated that the plan was very well done and one of the better plans that they have read. The only way to find out if anything in the plan is faulty is to wait until the plan is put into place.
- iii. Alaska TPF: The TPF is a list of capabilities DOD can provide if needed and is also matched with forces and units. This is a great Federal plan in terms of DOD but needs to be spread across that states and be pushed so other EFS are up to date. This plan has no benefit on a state level but it can be used on a federal level in federal agencies. Layne McDowell stated that it would be better to pull nonfederal agencies then to push them. The plan it a list of gaps for nonfederal agencies, so Federal agencies can help give guidance on how to fill in those gaps and help them add for to list that might help in the long run. Input can be given from the Federal level to the State. David Kang stated that resource management is trying to make it easier on a State and Federal level, so that it can merge into one for all levels and help local, state and federal agencies.  
David Kang asked Layne McDowell establish a charter group to help with process. Brian Fisher motioned and Lisa Kern second. Layne McDowell is going to look at EFS members, Lisa Kern, Brian Fisher, Ted Smith and Jim are joining the group. The group has from the July 16, 2008 SERC meeting until the SERC meeting in September to come up with a base line for the

committee. The committee members will meet again before the September meeting and be ready to present the base line at the September SERC meeting.

- b. Charter. The charter is done and all the changes have been made. Robert Forgit motioned and Layne McDowell second.
- c. HSIN. Jessie Vralsted, the intern at DHS&EM, will be entering hazard mitigation plans and EOP's onto the website. The HSIN makes it easier to share a lot of documents with the capability to edit and comment them online without having to email the various plans. Eventually everyone on SERC will have access to the website. Contact David Kang if you still need to do so.
- d. Next Strategic Document. David Kang remarked that DHS&EM is modifying the ERP into an EOP. He plans on having a working draft copy to give out to partners by mid August. To be a key partner, agencies need to be willing to write good comments and feedback on the working draft. The committee is trying to make the plan in place user friendly, more readable and operational. There will not be a drastic change in the sister committee. The goal is to have the plan ready to present at the September SERC meeting.

## VII. New Business

- i. Plans Review
  - 1. Review Sector Template. By September hopefully there will more guidance on the EOP review. There were no comments.
  - 2. Mat-Su Borough EOP. The EOP was just completed and approved unanimously. Now the Mat-Su Borough wants the SERC committee to approve it as well. This EOP is much easier to read and smaller than the NW Arctic Borough EOP.
- ii. Planning Topics
  - 1. SERC/LEPC meeting format: David Kang provided a brief synopsis of DHHS providing money to help other communities from Alaska attend the September meeting. There are concerns of scheduling conflicts. No additional comments were made.
  - 2. GAP Analysis. David Kang remarked that Alaska has the desire to use Gap Analysis but other communities Gap analysis are going to be different than the Anchorage Gap Analysis. Lisa Kern is working on the Gap Analysis committee. The Federal level came out with a 120 resource typing under the NIMS resource management component, communities only need to pick the ones that they have.
  - 3. COOP activity. Brian Fisher is the lead planner on COOP and wants an architectural outline by January and may need

an additional work group. Brian Fisher hopes to generate interest in every level. There were no additional comments.

#### VIII. Other Reports

- a. Emergency Preparedness guide was brought up by Duane Dvorak.
- b. SNS plan. Ted Smith provided a brief synopsis of an SNS employee going to evaluate the SNS plan. There are also three grant deadlines this month and once they are done with the grants they will start the EOP review.
- c. Sublevel work groups. Pete Petram briefly talked about pushing sublevel work groups and shops without much success. Only one community in rural Alaska has made a plan. Pete Petram asked for help on that subject.

#### IX. Comments

David Kang mentioned that Robert Hoffman sent an email out to the SERC committee. He is asking the committee to address the AIMS system.

Robert Forgit mentioned a Federal planner job opening. The job will be posted in August. Until Michele Altieri's former job is filled, Robert will be taking over her duties.

Lisa Kern mentioned that she is working on the Gap Analysis and moving along with APIP.

Layne McDowell mentioned that DOD is focusing on the Civil Authorities plan. Once that is complete he will focus on the Pandemic Influenza plan.

Pete Petram mentioned that the Department of Commerce and Community Development needs to get involved with the sublevel work groups. David Kang mentioned that he is trying to get Sally from the DCCED to help with that.

Warren Cummings asked for clarification on what exactly Robert Hoffman was asking for in the email that he sent out. David Kang could not clarify that questioned, so clarification will happen through Robert Hoffman.

#### X. Next Meeting

David also suggested that the next meeting will be September 15 at 10:00 in Fairbanks. The meeting will be hosted by University of Alaska, Fairbanks by Committee member Cameron Carlson.

XI. Adjournment

**David entertained a motion to adjourn. Warren Cummings motioned, Pete Petram seconded the motion. Motion passed without dissent.** The meeting adjourned at 11:05 a.m.