



Aleutian and Pribilof Islands LEPC Meeting

Date: 07/12/2024

Time: 1 PM to 2:30 PM

Attendees: Peter Gurney, Kerry Mahoney, Zac Schasteen, Cameron Dean, Shari Coleman, Josie Padgett, Rachel Alinsunurin, Greg Peters, Tom Wray, Wayne Jackson, Jen w/ OCE

Meeting recap:

1) Introduce New Members

- a. Julian Govea—Police Officer with Unalaska Public Safety; top of class at Police Academy; talented chef and excellent with fundraisers. Recently raised over \$3,000 for APOA doing a food sale.
- b. Tiffany Angus—Lead Scientist with OC Environmental; many years of experience in emergency preparedness and hazardous material spill prevention. Spearheaded and implemented several tabletop exercises for EPA.
- c. Josie Padgett—Ounalashka Corporation Security/Land Management: Degree in Wildlife Biology; Hazwoper certified in 2024; owner of Dutch Delivers. Josie has attended several LEPC meetings and has been a strong contributor.
- d. Arianna Morales—Fire Captain with the Unalaska Fire Department; 3 years of experience as a Communications Officer; has been a full time employee of the Unalaska Fire Department since 2020. Very creative person with excellent decoration and design skills.

2) **Funding news:** The Aleutian and Pribilof Islands Community Development Association (APICDA) has awarded our LEPC \$4,500.00 to fund a house numbering project. With this money, we can purchase 500 metal placards and enough reflective numbers for up to 500 houses. We will need to get our bank account set up in order to receive these funds.

3) **Status of Bank Account:** LEPC Treasurer Rachel Alinsunurin provided the group with an update regarding her work to create a 501(c)(3) under the name "Aleutian and Pribilof Islands Emergency Preparedness Foundation, Inc." We

received advise from a lawyer through DEC representative Kathy Shea. The lawyer advised the following:

- a. Do not make the Aleutian and Pribilof Islands LEPC into a 501(c)(3)
- b. Create a 501(c)(3) under a different name and use that account to fund LEPC projects.

A PO Box has been obtained in order to open a bank account. The next step is to submit an Article of Incorporation to the State of Alaska (SOA). After the article of incorporation is accepted by the SOA, Rachel will file the first report to the SOA, apply to the SOA Dep't of Corporations for non-profit status, obtain a SOA business license, and request an EIN from the IRS. At that time, we should have all of the requirements needed to open a 501c3 bank account at Key Bank. Rachel will also apply for a City of Unalaska business license as a non-profit organization and apply for Unalaska Sales Tax-Exempt Certification.

- 4) **Aleutian and Pribilof Islands LEPC Bylaws** – We reviewed the bylaws as a committee from beginning to end. We then discussed how to go about voting for the bylaws. It was decided that it would be best to email the completed bylaws to all of the membership for review and then to hold a special meeting to vote on the bylaws after everyone had a chance to review and provide feedback.
- 5) **Membership vote to confirm previously appointed LEPC Officer Positions:**
Chairperson—Peter Gurney, Project Manager/Information Coordinator—Greg Peters, Secretary—Erica Aus, Treasurer—Rachel Alinsunurin. The votes were done electronically via an online form that was accessed via QR Code by attendees. Results are as follows:
 - a. Peter Gurney was confirmed as Chairperson of the Aleutian and Pribilof Islands LEPC. 8 members in attendance voted yes, 0 voted no.
 - b. Greg Peters was confirmed as Project Manager/Information Coordinator for the Aleutian and Pribilof Islands LEPC. 8 members in attendance voted yes, 0 voted no.
 - c. Erica Aus was confirmed as Secretary for the Aleutian and Pribilof Islands LEPC. 8 members in attendance voted yes, 0 voted no.
 - d. Rachel Alinsunurin was confirmed as Treasurer for the Aleutian and Pribilof Islands LEPC. 8 members in attendance voted yes, 0 voted no.
- 6) **Vice-Chair**—Assists the Chairperson and assumes their duties in their absence. This is the last LEPC Officer position that we need to fill. Nominations for this position can be made via the [Vice-Chair nomination form](#). Members may nominate someone who they think would be good for this position (you may nominate yourself). Once nominations are received, each nominee will have to confirm their nomination after which an election would be held.

7) **LEPC fundraisers**—discuss fundraising ideas

- a. The members liked the idea of a Fish Derby but they were concerned about the timing as peak fishing season for a derby such as this will end in approximately one month. It might not be feasible to do this year. We will discuss further going forward.
- b. The idea of a Raffle through KUCB was brought up again. It was advised that we have not heard back from KUCB regarding this as of yet, but that we would be able to do it through the Museum of the Aleutians. Also, once we get our 501(c)(3) up and running, we could look to obtain a raffle permit.

8) **CERT**—Discuss plan for Community Emergency Response Team

- a. We will have a 3 day CERT training course in Unalaska from Friday, August 30, 2024 to Sunday, September 1, 2024. The Friday training will be in the evening as to not interfere as much with everyone's work schedule.
- b. If attend the 3 day training course, you will become a certified CERT member!
- c. We will need assistance recruiting volunteers and identifying equipment that needs to be purchased for members. If you want to be part of the CERT Program, please sign up via the [CERT Registration form](#).
- d. We discussed how to best manage liability for CERT program. If it's run by the Aleutian and Pribilof Islands LEPC we would need to have members sign a liability waiver which would make both the City of Unalaska and the LEPC free of liability in the case of an injury that occurs while functioning in CERT capacities.
- e. Some members felt that we should consider running the CERT program through the City of Unalaska so that members would be covered by the City's insurance in case of an injury.

9) **Roundtable**

- a. Kerry Mahoney advised that she looked into liability waivers regarding CERT and it seems pretty common. Shouldn't be too hard to come up with one.
- b. Zac Schasteen advised that CMA would happily advocate for a CERT program in Unalaska. He feels it would be a great thing for the community.
- c. Rachel and Josie both felt the CERT program would be worthwhile and they are in favor of it.
- d. Project Manager Greg Peters advised that Unalaska would become Tsunami Ready certified again this coming August when the National Weather Service personnel come to Unalaska to complete the final stages of our re-certification. This is a great thing for the community!