



OFFICE OF THE MUNICIPAL CLERK

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MEMORANDUM

DATE: November 4, 2024

TO: Assembly Human Resources Committee

FROM: Diane Cathcart, Deputy Municipal Clerk

cc: Emergency Programs Staff Liaisons Tom Mattice, Teri Rehfeldt & Michelle Brown

RE: (LEPC) Seat Assignments/Nominations

Per [Resolution 2689](#), the Local Emergency Planning Committee (LEPC) has primary and alternate seats. I ask the Assembly Human Resources Committee to forward to the Assembly for recommended appointment, the nominations of the below applicants.

Reappointments: For Terms Beginning January 1, 2025 & Ending December 31, 2027

Seat 6a – Media Seat [Alternate Member] - Warren Russell
Seat 8 – Right to Know Act [Primary Member] - Christopher Russell
Seat 9 – Community Group [Primary Member] – Karen Wood
Seat 9a – Community Group [Alternate Member] – Ed Williams
Seat 12 – AK Native Tribal Representative [Primary Member] – Sabrina Grubitz
Seat 12a – AK Native Tribal Representative [Alternate Member] – Rhonda Butler
Seat 13 – Healthcare Systems [Primary Member] – Elaine Hickey
Seat 13a - Healthcare Systems [Alternate Member] – Jamie Bursell

Appointments: For Terms Beginning Immediately & Ending December 31, 2026

Seat 5 – Bartlett Regional Hospital [Primary Member] – Kimberly McDowell
Seat 11a – Vulnerable Populations [Alternate Member] – Rhys Mateo

Seats Remaining Vacant

Seat 5a – Bartlett Regional Hospital [Alternate Member]
Seat 6 – Media Seat [Primary Member]
Seat 8a – Right to Know Act [Alternate Member]

Recommended Motion:

I move the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the reappointments of Warren Russell, Media Seat 6a, Christopher Russell, Right to Know Act Seat 8, Karen Wood, Community Group Seat 9, Ed Williams, Community Group Seat 9a, Sabrina Boone-Grubitz, AK Native Tribal Representative Seat 12, Rhonda Butler, AK Native Tribal Representative Seat 12a, Elaine Hickey, Healthcare Systems Seat 13, Jamie Bursell, Healthcare Systems Seat 13a; all for terms beginning January 1, 2025 and ending December 31, 2027 and the appointments of Kimberly McDowell, BRH Seat 5, and Rhys Mateo, Vulnerable Populations Seat 11a for terms beginning immediately and ending December 31, 2026 on the Local Emergency Planning Committee and ask for unanimous consent.