

**Local Emergency Planning Committee  
Meeting Minutes  
July 12, 2023**



**Members present:**

Anne LeSage, Bainbridge Island Emergency Management  
Chief Pat McGanney, Bremerton Fire Department  
Assistant Chief Ryan Madison, Central Kitsap Fire & Rescue  
Shawn Olivas, Emergency Management Specialist Navy  
Erina Kong, Kitsap County Communications Department  
Jan Glarum, Kitsap County Department of Emergency Management  
Michele Moen, Kitsap County Department of Emergency Management  
Doug Washburn, Director, Kitsap County Human Services  
Brian Hauschel, Kitsap County Parks Department  
Gabrielle Hadley, Kitsap Public Health Department  
Dr. Gib Morrow, Kitsap Public Health Department  
Andrew Nelson, Kitsap Public Works  
Robert Kleinpaste, Kitsap Transit  
Brent Bower, NOAA Federal  
Ryan Buchanan, North Kitsap Fire and Rescue  
Erik Peffer, Poulsbo Police Department  
Captain Lance Walters, Salvation Army Bremerton  
Bradley Martin, United States Environmental Protection Agency  
Pamela Parris, United States Navy  
Laura Hayes, Washington State Department of Ecology  
Deanna Brewer, Washington State Department of Transportation  
Shane Inman, Washington State Department of Transportation  
Chris Caprio, Washington State Emergency Management Division

**Members missing:**

Chief Joe Clark, Bainbridge Police Department  
George Nixon, Commander Navy Region Northwest Emergency Management  
Deputy Fire Chief David Michaelsen, Commander Navy Region Northwest Fire  
Dustin Rodrigues, Kitsap Transit  
Assistant Chief Jake Gillanders, Poulsbo Fire Department  
Chief Ron Harding, Poulsbo Police Department  
Carl Borg, United Way of Kitsap County  
Diane Fowler, Washington State Department of Ecology  
Susan Forsythe, Washington State Emergency Management Division  
Captain James Mjor, Washington State Patrol

Support Staff present:

Sarah Peterson, Kitsap County Department of Emergency Management  
Katlyn Colflodt, Kitsap County Department of Emergency Management

**Call to Order:** The Local Emergency Planning Committee meeting was called to order at 1300 by Chair Ryan Madison.

**Old Business:** A motion was made by Chair Ryan Madison that the minutes of the April 11, 2023, meeting be accepted as presented. The motion passed unanimously.

**Subcommittee Reports:** Training and Exercise Committee was formed by KCDEM Sarah Peterson, Poulsbo Police Department Officer Erik Pepper and Kitsap Public Health Department Gabrielle Hadley.

**Public Comments:** None

**Discussion:**

Sarah Peterson with KCDEM provided an overview of Evacuation Planning Emergency Response in Kitsap County. Some of the topics included:

- Kitsap County Hazards
- Agency Involvement
- Relocation of community residents during the incident
- Re-entry after the incident
- Emergency Sheltering Operations
- Communication
- Targets/Goals
- Whats Needed
- Tools: Map Book

Laura Hayes from the Washington State Department of Ecology presented a brief overview of the Equipment Grant Program. Topics included who could apply, grant information, and project eligibility. The 2023- 2025 Grant Cycle funding guidelines should be available September 1, 2023. Applications are open starting September 13, 2023, until November 13, 2023. Evaluations begin Nov/December 2023. Awards will be given January/February 2024.

Brad Martin from the Environmental Protection Agency provided a presentation on the Emergency Response Program. The EPA National Response Center contact information is 800-424-8802. There is a 24-hour Duty Officer, who can be reached at 206-553-1263.

The NOAA/National Weather Services, Senior Service Hydrologist, and Incident Meteorologist (for Wildfires), Brent Bower provided a brief fire season update. Topics included a review and highlights of the 2022 Fire season.

**Grant Status:** None

**Comments:** Dedicated webpage: [www.kitsapdem.com/lepc/](http://www.kitsapdem.com/lepc/)

Membership forms need to be filled out and returned to Michele Moen with Kitsap County Department of Emergency Management. Forms will be given to the LEPC Chair CKFR Assistant Chief Ryan Madison for approval.

**Good of the order:**

With no other business to discuss, the Local Emergency Planning Committee meeting was adjourned at 1506.

The next Local Emergency Planning Committee (LEPC) meeting will be held on November 2, 2023 at 1:00pm. Location is the Salvation Army 832 6th Street in Bremerton, upstairs meeting room. The focus will be on the Subcommittee's and what the LEPC hopes to achieve.