MINUTES
Lessons Learned Commission
Wednesday, August 6, 2008; 5:00 p.m.,
City Hall Conference Room #224

I. CALL TO ORDER Chair Sally Smith called the meeting to order at 5:03 pm.

Present:
Commissioners: Chair Sally Smith, Bob Martin, Rick Edwards
Consultants: Mike Conway, Dave Eley
Others: Kim Marquis, Mike Branum, Scott Willis

II. Review of the agenda and introductions

- Discussion of agenda

Motion- by Bob Martin to adopt agenda, motion carried.

III. Adopt Minutes for 16 July 2008

- Discussion of minutes from 16 July 2008.

Motion- by Bob Martin to adopt minutes, motion carried.

IV. Contractor’s report

- Mike Conway discusses response to website. Sally describes link to emergency response on web.
- Discussion of response to submissions on web site.
- Discussion about draft table of contents for report presented by consultants. Suggestion by Bob to discuss single power distribution to Mendenhall Valley.
- Discussion of Snettisham project inception and ridge top transmission towers originally installed.
- Sally asks Mike about item G-2e, communication with affected citizens and most vulnerable. Discussion about how process was received by most vulnerable groups. Did we poll enough people for our report? Were there problems with media exposure? We got 13 responses, is this good?
• Discussion about how effective information dissemination during crisis was. How do we figure out who suffered the most and how well they got the message? Point about word of mouth helping get information out.
• Discussion about what known behavior of whole population tells us about vulnerable populations. More conversation about finding vulnerable population.
• Discussion about item H1- transportation route vulnerability from Seattle.

V. Finalize Public Hearing Procedure

• Sally discusses feedback on length of time for comments during public hearing. Proposal to make it 4 minutes. Group decides to leave it at 3 minutes.
• Discussion of press release

**Motion**- to strike paragraph 5 about program managers, motion carried.

• Discussion about relationship between report and LCC.

VI. Public Comment

• Proposal to have 2nd comment period after other revisions are incorporated. Agreement that give and take has been productive.
• How to incorporate public comments and commission’s?

VII. Adjournment

**Motion**- to adjourn

Chair Smith adjourns meeting at 6:38