

# MEMORANDUM

Department of Health and Social Services  
Division of Public Health

State of Alaska

Phone: 907-334-2690

TO: See Distribution

DATE: December 14, 2007

SUBJECT: MAC Group Meeting  
Summary

FROM: Jamie Littrell

**December 4, 2007 Meeting Summary**  
**MULTI AGENCY COORDINATION (MAC)**  
**PANDEMIC INFLUENZA GROUP**

The meeting convened at 10:00 a.m. The following personnel were present.

- Attendees:
  - Ms. Kerre Fisher, Ms. Sherry Hill, Mr. Jim Mackin – DHSS
  - Mr. Greg Gould – DHS&EM
  - Ms. Melanie Lesh - DNR
  - Mr. Eric Fry – DEED
  - Ms. Carol Beecher – DOA
  - Ms. Libby Bakalar - DOLaw
  - Ms. Barb Spriggs - ANTHC
  - Dr. Petra Illig - CDC
  - CDR George Tolbert – U.S. Coast Guard
  - Mr. Doug Alcorn – U.S. Fish & Wildlife Service
  - Col. Jeff Arnold – AK National Guard
  - Mr. Mike Patterson – Juneau OEM
  - Ms. Linda Freed, Mr. Bud Cassidy – Kodiak OEM
  - Mr. Cameron Carlson – University of Alaska
  - Mr. Bradley Harris – National Park Service
  
- Agencies not represented
  - Governor's Office – with notice
  - Department of Transportation & Public Facilities
  - Department of Public Safety
  - Department of Environmental Conservation
  - Department of Fish & Game
  - Alaska State Hospital and Nursing Home Association
  - Alaska Command/J07
  - Department of Labor & Workforce Development
  - Department of Commerce, Community and Economic Development – with notice
  - Department of Corrections
  - Alaska Municipal League

- American Red Cross
  - Commonwealth North
  - Anchorage OEM
  - Anchorage HHS
  - British Petroleum/Conoco-Phillips – with notice
  - Department of the Interior
  - FEMA Region X
- Mr. Jim Mackin (HSS) and Mr. Greg Gould (HS&EM) filled in for Co-Chairs Dr. Jay Butler and Mr. John Madden respectively. Both gave brief welcoming comments on behalf of the Co-Chairs.
  - A discussion was held on the status of the taskings that came out of the October MAC Group exercise. A training curriculum for MAC Group members is being developed with talk of using FEMA courses that have already been developed. An information packet is being developed for new MAC Group members to include information on the formation of the MAC Group and actions taken by the MAC Group and the Incident Management Team. An organizational chart was developed for a MAC Group Response to an event. A discussion was held describing the chart and how agencies will work together under a Unified Command structure.

Mr. Brad Harris voiced an observation that there is a need for more agencies in the Planning Section of the organizational chart. Mr. Harris also suggested linking agency's Emergency Operations Centers (EOCs) with the Plans and Operations Sections in the organizational chart. Henceforth, the agency EOCs should participate in planning meetings and Incident Action Plan (IAP) development.

Ms. Linda Freed sees a need to have a local jurisdiction representative on the MAC Group organizational chart and asked the question of which community to appoint. Mr. Mackin stated that that topic was being discussed and that they were possibly looking at representatives from select small, medium, and large communities. Ms. Freed then suggested of using an Alaska Municipal League representative instead of specific communities.

Ms. Carol Beecher asked how MAC Group decisions would be approved and sent to the Unified Command. Mr. Mackin responded the MAC Group would approve decisions by group consensus and would meet as needed to be briefed by the Unified Command.

- Mr. Doug Alcorn gave a brief avian influenza status report. He stated that over eight thousand samples have been submitted and all came back negative for high path H5N1. Low priority samples will now be sent to the lab in Ames, Iowa. He stated that they were short of the stated goals for collecting samples due to lack of

interest from subsistence hunters. Plans for sample collection in 2008 depended on funding available.

- Mr. Mackin then went over the updated MAC Group accomplishments document and the updated PowerPoint presentation briefing for the Legislature. Both documents will be sent to all before the January MAC Group meeting. Mr. Mackin asked Ms. Bakalar to check with Mr. Mike Mitchell on the status of the Memorandum of Understanding for the Alaska Disaster Medical Assistance Team (DMAT). He stated that the MAC Group Response organizational chart will be updated and resent to members soon. He discussed the need to discuss that need for and a schedule for a MAC Group training table top exercise.
- Mr. Greg Gould, the IMT Incident Commander, discussed IMT changes in staffing and that this was his last meeting. The Co-Chairs will designate a new Incident Commander and Plans Section Chief for the IMT.
- Ms. Linda Freed expressed thanks to the DHSS Preparedness Program for their assistance with the Kodiak Pan Flu plan and other documents.

The next MAC Group meeting will be Tuesday, January 8, 2008 at 10:00 a.m. DHSS will host the meeting in Suite 724 of the Frontier Building at 3601 C Street. For those who cannot attend in person, a "Meet Me" teleconference is available. The call-in number is 1-800-791-2345 and the access code is 24614#. The meeting agenda will be provided in advance.

Please contact Jamie Littrell, MAC Group Coordinator, at 907-334-2690 or [jamie\\_littrell@health.state.ak.us](mailto:jamie_littrell@health.state.ak.us) if you have any questions or comments.