

Deputy Manager's Update – June 16, 2022

Disaster and Emergency Services Department: [SMC 3.02.050](#) establishes the Disaster and Emergency Services Department, with the manager as the department head. The purpose of the department is to coordinate and implement programming for disaster and emergency operations, including maintaining the emergency operations plan (EOP) and multi-hazard mitigation plan, to prepare for instances when a disaster or emergency cannot be handled with existing municipal resources and the Emergency Operations Center (EOC) must be activated. In the past, this planning has been done primarily through the Local Emergency Planning Committee (LEPC), which funded a project manager and emergency supplies through a state grant without funding support from the Municipality; however, for the past couple of years this state program has not been funded and the LEPC has not been active.

The Municipality is now taking steps to fully activate this existing municipal department to effectively address local disaster and emergency planning needs; to support this, a group of key municipal staff has met several times this summer to discuss department needs and conduct site visits to the areas where emergency supplies are stored in the borough. The group has identified needs related to providing efficient and effective local disaster planning and response, including but not limited to: inventorying and mapping all emergency supplies in the borough; providing for the replacement of outdated equipment and supplies; consolidating and relocating supplies; scheduling regular maintenance for emergency equipment such as generators, boats, and trailers; acquiring software and licensing related to mapping and EOC functions; and providing for basic risk management duties including maintaining the EOP and organizing tabletop drills.

It has become apparent that in order to appropriately implement this broad planning effort, the Disaster and Emergency Services Department will need a budget to work from, separate from the budgets related to the normal operations of the Police Department, Fire Department, and Communications/Dispatch. To my knowledge, the Municipality has not provided funding for this department in past budgets, and expenses related to this disaster and emergency preparedness have been borne by other individual department budgets. Staff intends to develop a proposed budget and request funding in the future in order to effectively administer this department's programming, which is critical to the health and safety of the community in the event of a large-scale disaster or emergency.

Life Jackets at Lower Lake: The Municipality has purchased and placed life jackets at Lower Lake, in a variety of sizes, for general public use.

Requests for Proposals and Bids (RFP/RFB): The following RFPs and RFBs are open and can be viewed at <https://www.skagway.org/rfps>:

- Cruise Terminal Float RFB – closes June 22
- Rockslide Assessment RFP – closes June 28
- Small Boat Harbor Launch Extension RFB – closes June 30
- Port of Skagway General Waterfront Lease RFP – closes July 12
- Port of Skagway Freight Waterfront Lease RFP – closes July 21
- Port of Skagway Fuel Waterfront Lease RFP – closes August 9

Ferry Peninsula: Staff met with representatives from the Department of Transportation and Public Facilities (DOT&PF) to discuss the status of the Ferry Peninsula. DOT&PF representatives have met with the Federal Transportation Administration regarding regulations that must be met for shared use of the right-of-way and peninsula, and staff continues to work with DOT&PF to find solutions for this use. The Municipality has invited DOT&PF representatives for a site visit in early July.

Daycare Start-Up Support: Pursuant to [Resolution No. 22-15R](#) adopted by the Assembly on June 2, staff is working to create a program based on the guidelines in the resolution that will provide subsidies for up to two licensed childcare start-ups in Skagway. Once a draft is complete, it will be sent to the Health, Education, and Welfare Committee for review and approval prior to implementation.

Household Hazardous Waste Collection Event: The Municipality will host a Household Hazardous Waste collection event from 8:00 a.m. to 4:00 p.m. on Saturday, July 23 and Sunday, July 24 at the Public Works shop at Fifth Ave. and Alaska St. The Public Works Department will only accept items on July 23 and 24; items should not be left at the site during off-hours. A notice will be mailed to all post office box holders in early July that describes items that can and cannot be accepted; the informational notice is also available online at the municipal Public Notices site [HERE](#).

Masking in Municipal Facilities: Staff has received questions about the current municipal policy for masking in municipal facilities, so we would like to provide clarification. Currently, the Municipality is still operating under a declaration of financial emergency, and [Resolution No. 21-09R](#) is still active until this declaration is lifted. Consistent with the resolution, the current policy for masking in municipal facilities is that masks are recommended for people who cannot maintain 6-feet of separation, but they are not required. The only exception is the Dahl Memorial Clinic, within which masks are required.

Municipal Employment Opportunities: The Municipality continues to experience short-staffing across the organization, and we have openings for a list of positions. Many of the open positions are full-time with benefits. Please see the current job openings online [HERE](#); these are also posted on the boards at City Hall and the post office.