

**State of Alaska**  
**LOCAL EMERGENCY PLANNING COMMITTEE**  
INDIVIDUAL APPLICATION FORM FOR MEMBERSHIP ON

LEPC name: Sitka Local Emergency Planning Committee

Applicant

name: GERALDINE LAUX [redacted] Mailing  
address: [redacted]

Residence

address: [redacted] Day  
phone: [redacted] Home Phone (optional): \_\_\_\_\_

Where employed: T.S.A. Sitka Airport Job title: Transportation Security Officer

LEPC category/seat that applicant seeks: CAT. 2 Transportation

Categories: 1) Elected local officials, 2) Law Enforcement, Civil Defense, Fire Fighting, First Aid, Local Env't/Hospital, and Transportation Personnel, 3) Media/Broadcast, 4) Community Groups, 5) Owners/Operators of Facilities, 6) Members of the Public, 7) LEPC Information Coordinator/SERC liaison

New applicant ☒ Renewal \_\_\_\_\_ Regular member \_\_\_\_\_ Alternate member \_\_\_\_\_

Qualifications for this category:

Prior LEPC Havre, Montana. 6yrs.  
Havre MT, TSA Manager  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organizations in which applicant participates (that are pertinent to the

application): LEPC former

Rep. Havre Montana  
Red Cross. Sitka Alaska

Please provide enough information to demonstrate an applicant's eligibility or suitability for a particular seat on the LEPC. For the Public At Large position, please state whether an applicant qualifies for any other category on the LEPC.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes ☐ No ☒

I hereby certify that the above information is correct and that I have not misrepresented myself.

## Geraldine Laux

Highest Federal Civilian Position Held: SV-H-GS12 1802

### EXPERIENCE:

<b>Transportation Security Administration</b>	11/2017 to present
2800 Terminal Drive/601 Airport Rd.	Salary: \$38,975 USD per year
Great Falls, MT 59404/Sitka, AK 99835	Average hours per week: 28/ 40
Transportation Security Officer	Pay Plan: SV, Series: 1802, Grade: D
Supervisor: Stephanie Smith	Phone: [REDACTED]; Contact: Yes
Supervisor: Robson Hall	Phone: [REDACTED]; Contact: Yes

### **Duties, Accomplishments, and Related Skills:**

Support the Department of Homeland Security -Transportation Security Administration (TSA) as a Transportation Security Officer at Great Falls International Airport Montana & Rocky Gutierrez Airport Sitka, Alaska, primary commercial service airports with more than 155K passenger boarding annually. Practiced and enforced security measures for protecting the lives and welfare of the traveling public airline personnel through airport checkpoint screenings. Worked closely with other federal, state, and local agencies in the production and sharing of intelligence research on potential threats. Performed analysis, conducted thorough assessments, prepared written and oral presentation of said intelligence, and shared it with appropriate agencies.

**SECURITY SUPPORT & PASSENGER SERVICES:** Performed comprehensive physical and X-ray security checks on passengers. Searched passengers and carry-on items using Explosive Detection System and Explosive Trace Detection, X-ray, and/or physical search techniques. Maintained secure protection of baggage until clearance and transport to the aircraft operator. Conducted inspections in accordance with TSA policies and directives. Demonstrated highest level of courtesy and concern for the traveling public while ensuring that security was not compromised. Stood for prolonged periods of time to meet program requirements. Interacted with hundreds of passengers daily. Maintained professionalism while dealing with sensitive or controversial issues and situations. Protected traveling public by preventing deadly or dangerous objects from being transported onto aircraft. Maintained current knowledge of industry best practices to ensure optimal execution of security programs. Member of ATLAS roving security team.

**ADMINISTRATIVE SUPPORT:** Gathered data, prepared incident reports, and developed findings, recommendations, and justifications. Maintained an efficient filing system. Proofread documents to address errors in formatting, grammar, and consistency. Responded to inquiries from management, coworkers, and the public; answered questions and provided resolutions. Used automated data-processing equipment to generate intelligence and other reports. Established priorities and met reporting deadlines following each shift. Maintained hourly metrics in the database system. Used word-processing and internal computer software programs to create, edit, print, retrieve, and

manipulate files.

**ACCOMPLISHMENTS:**

\*Expertly responded to challenging passengers, security threats, and questionable circumstances while remaining focused and calm.

\*Accurately interpreted and applied federal, agency, and TSA personnel policies, processes, and procedures.

\*Maintained communication with management regarding issues that might reveal a weakness of security screening.

\*Played a key role in developing effective risk-based security screening protocols.

<b>Montana Fish, Wildlife &amp; Parks</b>	05/2019 to 08/2019
2165 U.S. Highway 2 East	Salary: \$12.00 USD per hour
Havre, MT 59501	Average hours per week: 40
Aquatic Invasive Species Watercraft Inspector	
Supervisor: Sean Flynn	Phone: [REDACTED] Contact: Yes

**Duties, Accomplishments, and Related Skills:**

Supported Montana Fish, Wildlife & Parks in full-time seasonal position as a Watercraft Inspector; intercepted vessels and equipment with the potential to spread aquatic invasive species before launching into Montana waters.

**INSPECTION & PROGRAM ADMINISTRATION:** Performed thorough analytical inspections of watercraft according to established evaluative methods and protocol. Gathered information from boaters, including origin and movement of watercraft, water user type, live bait usage, techniques and knowledge of aquatic invasive species, cleaning methods, cleaning frequency, and several launches per year. Entered and maintained data in an automated system. Reviewed data for completeness and accuracy. Operated state motor vehicles and equipment to perform daily inspection duties. Upon completion of the gathering of information, I evaluated the effectiveness, efficiency, and productivity of various projects or programs and recommended modifications to program goals and objectives.

**TECHNICAL SUPPORT:** Used hot pressure washers, mechanical equipment, and specialized attachments to decontaminate watercraft in compliance with state regulations. Ensured decontamination functions were performed with strict adherence to established safety standards. Troubleshooted mechanical issues to perform decontamination duties.

**COMMUNICATION & CUSTOMER SERVICE:** Conducted comprehensive interviews with boaters to support watercraft inspections. Communicated effectively with a diverse population. Remained calm when confronted with volatile individuals and deescalated conflicts. Performed community outreach functions to educate the public on the Aquatic Invasive Species Program and on state boating regulations.

**ACCOMPLISHMENTS:**

\*Consistently delivered high-level customer service to resolve conflicts and negotiate agreements between parties.

\*Formally recognized by Area Manager for earning the distinction as Top Performance Station, with zero complaints and zero safety incidents throughout the entire season.

<b>Trinity Technology Group, Federal Screening Partnership Program</b>	12/2009 to 11/2017
5404 9th Street West	Salary: \$54,000 USD per year
Havre, MT 59501	Average hours per week: 40
Manager Site Lead/Supervisory Transportation Security Officer/Assistant Training Instructor	=SV-H or GS -12
Supervisor: Bert Obert Supervisor: Angie Johnson	Phone: [REDACTED] Contact: Yes Phone: [REDACTED]; Contact: Yes

#### **Duties, Accomplishments, and Related Skills:**

Expertly served in multiple security leadership roles at Havre City-County Airport and other area airports as a federal contractor supporting the TSA's Screening Partnership Program (SPP); ensuring the ongoing prevention of deadly or dangerous objects from being transported onto aircraft. Performed duties equivalent to a GS-12 federal position.

**TRAINING MANAGEMENT:** Worked directly with TSA Training Team to evaluate the effectiveness of multiple projects and programs and recommended modifications and improvements to program goals and data gathered from seven area airports; assessed effectiveness of communication between all airports and compliance with TSA Standard Operating Procedures. Developed and delivered training to 20 permanent personnel. Observed personnel to develop targeted corrective training. Coordinated training and assessment schedules; tracked training requirements for more than 72 personnel. Ensured all training reinforced compliance with the Aviation and Transportation Security Act, TSA standards, management directives, and local procedures. Monitored customer and personnel interactions and made recommendations to improve tactical communication, critical thinking, and threat mitigation skills.

**LEADERSHIP & SUPERVISION:** Established program benchmarks; managed collection of performance metrics to identify areas in need of process improvements. Managed workforce of up to 72 personnel based on organizational goals, budget considerations, and staffing needs. Coordinated local crisis management and incident response protocols. Monitored performance of subordinate personnel and promoted professional development opportunities. Assigned work, set priorities, and evaluated the performance of subordinate personnel; recommended corrective and disciplinary actions. Approved personnel leave. Implemented changes to improve the work environment and increase understanding of operational requirements.

**SECURITY MANAGEMENT:** Served as Sensitive Security Information (SSI) and Access Control Coordinator. Oversaw security classifications of materials and access eligibility to SSI. Conducted regular inspections of facility and SSI forms. Served as incident commander for all security and or threat mitigations. Rapidly assessed information to make time-sensitive, security-related decisions

regarding incidents, emergencies, and customer-service issues. Recognized and understood the customer service needs of the traveling public and balanced those requirements with safety and security protocols. Evaluated the effectiveness of security programs based on knowledge of transportation security policies, directives, and regulations. Developed contingency plans to overcome potential risks and threats to organizational objectives. Ensured all program operations were performed in compliance with national security and TSA directives. Worked with the Program Manager in gathering detailed information of sites, equipment, repairs, to be reported to upper management. Coordination assist PM & COR TSA in facility maintenance, reconfigurations of space, to include monitoring maintenance, equipment documentation, deliveries, storage, inventories, coordinating outside vendors, contractors and ensuring all information is documented and accounted for in the appropriate systems. Acted as a single point of contact on-site for all parties, partners involved within projects, to include key contact acquisition of all contractors such as electrical, general contractors, transportation, delivery/ set up of all upgraded screening equipment, maintenance during reconfiguration of screening checkpoint. Recognized as Top Site Lead out of 7 Screening Partnership Program (SPP) airports from Federal TSA Montana West contract, COR's for exquisitely executing large scale projects.

**PROGRAM ADMINISTRATION:** Drafted a comprehensive action plan for Havre City-County Airport to retain and augment operations in full compliance with Federal Aviation Administration certification requirements. Assisted with budget planning and projected short-term program needs. Coordinated with internal and external stakeholders to ensure security threat information was up to date. Maintained current knowledge of roles of federal, state, and local transportation security organizations as they related to security issues, threats, and challenges. Monitored Operational Contract for TSA SPP federal contract while assisting the government in oversight tracking completion, recommending repair solutions, local contractors, developing project task and project documentation by adhering to all state/federal guidelines within the program.

**COMMUNICATION & CUSTOMER SERVICE:** Fostered positive business relationships with the local airport authorities, contract carriers, and various agencies. Served as the primary liaison between TSA and Trinity Technology Group (TTG) regarding operations at the Havre City-County Airport, under the provisions of the SPP. Served as a program representative for both TSA and TTG at monthly meetings of the Local Emergency Planning Committee and the airport Board of Directors. Briefed leadership, community partners, and external stakeholders on safety concerns and program changes. Cultivated collaborative team environment. Responded to inquiries from management, coworkers, and the public; answered questions and provided resolutions.

#### **ACCOMPLISHMENTS:**

\*Piloted development of comprehensive Supervisory Training Syllabus that was adopted in its entirety companywide; incorporated recruitment strategy, interview protocols, promotional supervisory step levels, new-hire orientation materials, and position descriptions.

\*Selected from among more than 72 regional personnel to serve as Assistant Training Instructor in recognition of proven data analysis excellence, superior organizational skills, and comprehensive knowledge of TSA procedures.

\*Meticulously and reliably performed all administrative tasks, resulting in an appointment as Airport Compliance Officer.

\*Promoted to Deputy Program Manager at Glacier Park International Airport after impeccably managing simultaneous projects across multiple programs and synchronizing team efforts by proven experience developing and maintaining working relationships with high-level officials and

technical experts.

\*Spearheaded grant proposal initiative; awarded \$220K grant to hire three laid-off railroad personnel to support airport winter operations.

\*Introduced targeted training plans that generated threat imagery projections scores of 94% or higher.

## **EDUCATION:**

Azusa High School	Major: General Studies
Azusa, CA 91702 United States	
Degree/Level Attained: High School or equivalent	

## **OTHER:**

### **Job-Related Training:**

#### **PROFESSIONAL LICENSES AND CERTIFICATIONS:**

\*Licensed Commercial Motor Carrier, Federal Motor Carrier Safety Administration, 2020

\*Certified First Aid/Cardiopulmonary Resuscitation (CPR) Instructor, American Heart Association, Expired

## **Organizations/Affiliations:**

Havre Local Emergency Planning Committee	Former Representative, Havre City-County Airport Transportation Security Administration Contract
Sitka Local Emergency Planning Committee	Representative, Sitka, AK TSA, Airport
Red Cross	Representative, Sitka, AK

## **Additional Information:**

SECURITY CLEARANCE: Expired Secret security clearance (active from 12/2009 to 11/2017).

#### **PROFESSIONAL SUMMARY:**

Accomplished Transportation Security Manager and Regional Assistant Training Instructor with more than 20 years' experience in airport security and operations. Results-focused Supervisory Transportation Security Officer who identified procedural and compliance weaknesses in the performance of airport security personnel across seven regional locations and established a comprehensive company-wide training syllabus for federal contracting companies. Promoted throughout career to positions of leadership in recognition of exemplary analysis and organizational skills. Now poised to leverage extensive airport security management experience, program

development expertise, and superior administrative management skills to help the Transportation Security Administration (TSA) meet and exceed its organizational and operational goals.

#### PROFESSIONAL HIGHLIGHTS:

\*Consistently delivered high-level customer service to resolve conflicts and negotiate agreements between parties.

\*Formally recognized by Area Manager for earning distinction as Top Performance Station, with zero complaints and zero safety incidents throughout the entire season.

\*Expertly responded to challenging passengers, security threats, and questionable circumstances while remaining focused and calm.

\*Accurately interpreted and applied federal, agency, and TSA personnel policies, processes, and procedures.

\*Maintained communication with management regarding issues that might reveal a weakness of security screening.

\*Played a key role in developing effective risk-based security screening protocols.

\*Piloted development of comprehensive Supervisory Training Syllabus that was adopted in its entirety companywide; incorporated recruitment strategy, interview protocols, promotional supervisory step levels, new hire orientation materials, and position descriptions.

\*Selected from among more than 72 regional personnel to serve as Assistant Training Instructor in recognition of proven data analysis excellence, superior organizational skills, and comprehensive knowledge of TSA procedures.

\*Meticulously and reliably performed all administrative tasks, resulting in an appointment as Airport Compliance Officer.

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\*Spearheaded grant proposal initiative; awarded \$220K grant to hire three laid-off railroad personnel to support airport winter operations.

\*Introduced targeted training plans that generated threat imagery projections scores of 94% or higher.

#### ADDITIONAL PROFESSIONAL EXPERIENCE:

-Delivery Driver, FedEx Ground, Havre, MT, 2020

-Caretaker, Moug Ranch, Cascade, MT, 2017 to 2018

-Hospitality Specialist, Bell Cross Ranch, Cascade, MT, 2018

**-Administrative Specialist (GS-0303-05), U.S. Customs and Border Protection, Havre, MT, 2016**

**-Facilities Maintenance Coordinator (Federal Contractor for CBP), Quality Control Concepts, Havre, MT, 2014 to 2015**

**-Dispatcher/911 Operator, City of Havre Police Department, Havre, MT, 2009**  
-Employment Specialist/Supervisor, Human Resources Development Council, Havre, MT, 2008 to 2009  
-Hostler Helper, Burlington Northern Santa Fe Railroad, Havre, MT, 2008  
-Administrative Records Manager, Community Home Oxygen, Havre, MT, 2006 to 2008  
**-Union Committee Chair, International Association of Machinists, Local 1749 West Coast, United Airlines, Sacramento, CA, 2004 to 2005**  
**-Hazardous Materials (HAZMAT) Training Instructor/Service Director/Ground Security Coordinator, United Airlines, Sacramento, CA, 1990 to 2005**  
**Service Director -Ground Security Coordinator (GSC)**  
**United Airlines ~ — Sacramento, CA 06/1996 to 12/2005**

**SPECIFIC QUALIFICATIONS:**

Security screening management; Training and instruction; High attention to detail; Task prioritization and time management; Organization and planning; Regulatory compliance; Policy interpretation and application; Team building and supervision; Inspection and Quality Assurance; Labor relations and negotiation; Effective oral and written communication; Experience with Microsoft Office software applications, including Word, Excel, PowerPoint, and Outlook; Experience with TSA Enterprise Performance Management Platform (EPMP), System of Records Notices (SORNs), Transportation Security Intelligence Service (TSIS) files, TSA Performance Management Information System (PMIS)





# LOCAL EMERGENCY PLANNING COMMITTEE

NAME	CONTACT NUMBERS		TERM STARTS	EXPIRES	CATEGORY
CRAIG WARREN, <b>CHAIR</b>	747-3233	craig.warren@cityofsitka.org	Permanent	Fire Chief*	2
GEORGE BENNETT JR. 225 Tongass Drive	966-8916	gbennett@searhc.org	3/28/17 3/24/20	3/28/20 3/24/23	2
SHANNON FREITAS 222 Tongass Drive	966-8511	shannonf@searhc.org	3/28/17, 4/14/20	3/28/20, 4/14/23	2
ALAN STEVENS 2606 Sawmill Creek Road	747-8848 738-8237	astevenssit@gmail.com	1/23/18	1/23/21	2
BECKY MEIERS 2 Lincoln Street Ste. B	747-5877	generalmanager@kcaw.org	12/11/18	12/11/21	3
AMY ZANUZOSKI 113 Metlakatla Street	966-8237	amyz@scpsak.org	6/12/18	6/12/21	4
JUSTIN MULLENIX 503 Marine Street	907-290-4306 907-623-8155 h	justin.mullenix2.mil@mail.mil	2/25/20	2/25/23	4
MIM MCCONNELL 606A Sawmill Creek Road	738-2888 747-2860	sitkamim@gmail.com	3/24/20	3/24/23	4
TRISH WHITE 117 Granite Creek Road	747-8006X202 w; 747-5976 h	trish@whitesalaska.com	3/10/09, 3/13/12 3/24/15, 3/27/18	3/10/12, 3/15/15 3/24/18, 3/27/21	5
SCOTT WAGNER 304 Nicole Drive	747-3791 h 738-2729 c	scott_wagner@nsraa.org	11/12/13, 12/27/16 1/14/20	11/12/16, 12/27/19 1/14/23	5
MARY ANN HALL 2037 Halibut Point Road	752-7275	jary_1@icloud.com	8/23/11, 8/12/14 8/8/17, 7/28/20	8/23/14, 8/12/17 8/8/20, 7/28/23	6
JOEL HANSON 417 Arrowhead Street	747-9834	captainjoel@alaskan.com	2/25/20	2/25/23	6
ROBERT HATTLE PO Box 2676	738-2230	rhattle@mac.com	3/24/20	3/24/23	6
ROBERT BATY	747-3245	robert.baty@sitkapd.org	Permanent	Interim Police Chief*	2
LANCE EWERS	747-3245	lance.ewers@sitkapd.org	Permanent	Law Enforcement*	2
JENNIFER KLEJKA	747-3233	jennifer.klejak@cityofsitka.org	Permanent	LEPC Coordinator*	7
VALORIE NELSON	747-4589	assemblynelson@cityofsitka.org	Non-Voting	Assembly Liaison	1
Gail Johansen Peterson 3511 Halibut Point Road	747-7646	scribeinkservices@gmail.com		Secretary	

\*The police and fire chiefs and the LEPC Coordinator are permanent appointments; whoever is serving in that capacity will be appointed to the commission. Minimum of seven members, 3-year terms; Established by Resolution 89-406; Amended by Resolution 89-441 and 99-727. Meeting: Second Thursday, noon – Harrigan Centennial Hall. **Quorum Requirement:** At least one member from four different categories must be present. **Categories as follows:** 1) Elected local officials 2) Law Enforcement, Civil Defense, Fire Fighting, First Aid, Local Environmental/Hospital, and Transportation Personnel 3) Media/ Broadcast 4) Community Groups 5) Owners/Operators of Facilities 6) Members of the Public 7) LEPC Information Coordinator/ SERC liaison

Revised: February 11, 2021