

**NN/LM Emergency Preparedness & Response  
Incident Report Form**

*Regional / state coordinators or designees: please fill out the form as completely as possible and send via email to Dan Wilson at [dtw2t@virginia.edu](mailto:dtw2t@virginia.edu), with a cc to Susan Yowell, [syowell@virginia.edu](mailto:syowell@virginia.edu).*

Name of Reporter: Kathy Murray

Contact information: [afktm@uaa.alaska.edu](mailto:afktm@uaa.alaska.edu) or 907-786-1611

Date: 6/4/09

<p>1. Where did the incident occur (specific institution, locality, and/or region)?</p>	<p>University of Alaska Anchorage, Consortium Library. Anchorage AK</p>
<p>2. What happened?</p>	<p>Glycol spill from heating pipes in ceiling of third floor collected on third floor – about 100 gallons were extracted. This happened sometime Friday (5/29) or early Saturday (5/30) – discovered when library was opened at 10am on Saturday. Damage on third floor was in Dean’s reception area, neighboring meeting room, the hallway in front of the office and under the wall into the 3<sup>rd</sup> floor kitchen. It then seeped through the floor and impacted the Alaska Medical Library reception desk area, the Health Reference area and the public spaces around these area. Ceiling tiles and carpet were saturated.</p>
<p>3. Were the member’s(s’) services interrupted or compromised? If so, please specify.</p>	<p>No – we covered the reference areas, the reception desk and other affected areas in the Medical Library. Staff worked in other offices on Monday and Tuesday (staff reacted differently to the exposure: asthma, itchy throats, foggy brains!). Phones were forwarded and fax and Docline checked periodically throughout the day.</p>
<p>4. Was the network member(s) able to restore services or provide any core services from off-site? Please explain.</p>	<p>See above.</p>

<p>5. Did the incident or its aftermath cause damage to the member's(s') collections and/or facility? If so, please explain.</p>	<p>Donated journals on the reception desk were slightly damaged. Carpets have been cleaned every night. Ceiling tiles are being replaced. Memory typewriter lots is stored memory, but seems to be working fine. One chair needs cleaning. Otherwise, all is back to normal. Third floor had some damage to thesis which were in boxes on the floor – these were salvaged by the Archives staff.</p>
<p>6. Did the member(s) need/request assistance for salvaging/repairing collection materials? If so, what response was provided?</p>	<p>None needed. Local staff covered all affected areas with visqueen (spelling?) which is being removed as we're sure areas are finished dripping.</p>
<p>7. Was the NN/LM Emergency Preparedness &amp; Response plan initiated? If so, how, and what was the response (i.e. communications, use of the Toolkit, etc.)?</p>	<p>None needed – this report is being sent to alert the network that an incident occurred.</p>
<p>8. Are there “lessons learned” that you can report as a result of the incident and the response provided?</p>	<p>As seems typical with library “disasters”, this one happened after hours. The extent of the damage would have been significantly less if staff had been around when the problem started.</p>
<p>9. Do you have any observations or suggestions for improving the NN/LM Emergency Preparedness &amp; Response plan, in light of this incident and the response provided? If so, please explain.</p>	<p>Not at this time.</p>
<p>10. Would you or the affected network member(s) be willing to complete a “Stories Told” questionnaire to contribute to the online Toolkit, once the incident is resolved?</p>	<p>Sure.</p>

Please add any further comments here and/or on a separate page:

*Thank you for providing this report. Please contact the Coordinator, Dan Wilson, or Project Assistant, Susan Yowell (see above) with questions or for further information.*