

MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Office of the Commissioner

TO: Encampment Coordination Task Group

DATE: June 6, 2025

FROM: Ryan Anderson, P.E.
Commissioner



SUBJECT: Assignment of Encampment
Coordination Task Group –
Authority, Purpose, and
Structure

Homeless encampments located on or adjacent to the Alaska Department of Transportation and Public Facilities' (DOT&PF) transportation infrastructure present significant public safety risks, legal liabilities, and operational challenges. The Department is committed to addressing these issues in a manner that is legally compliant, transparent, humane, and effective.

To meet these challenges, this memorandum establishes a dedicated Encampment Coordination Task Group (ECTG) with cross-regional authority and accelerated operational responsibilities. This team is tasked with leading DOT&PF's encampment clearing and response activities statewide, recognizing that a standard regional approach does not provide the necessary speed or consistency required for effective action.

Team Structure and Reporting

For the purposes of homeless encampment identification, assessment, and clearing, the following individuals are assigned as members of the ECTG:

Name	Role	Key Responsibilities
Katherine Keith	Team Lead – Oversight & Interagency Coordination	Leads statewide strategy and oversight; coordinates with the Department of Law, Governor's Office, municipalities, boroughs, and service organizations; ensures legal compliance and cross-agency collaboration.
Shannon McCarthy	Communications Lead – Public & Media Relations	Leads all internal and external communications, including media and public notices; supports messaging strategy and transparency; documents and communicates operations.
Lorett Nabong	Field Operations Lead – Contracting	Provides statewide oversight of field operations across all DOT&PF modes.. Coordinates logistics with local governments; contracting, supports implementation across all regions by working directly with M&O leads.
Matthew Walsh	Site Assessment & Property Lead	Leads survey data collection, map review, and land ownership verification; conducts and documents site assessments; evaluates risk levels; oversees personal property tracking and storage procedures.
Amber Schumpert	Safety Officer – Hazard & Biohazard Compliance	Ensures safety compliance; conducts Job Hazard Analyses; oversees hazardous material and PPE protocols; trains and supports field staff.
Chief Daniel Juarez	Law Enforcement Liaison – Enforcement & Site Security	Coordinates with local and regional law enforcement agencies; ensures site perimeter security; enforces trespass and obstruction laws; supports staff and outreach teams during operations as necessary.

Command Structure and Supervision

This team operates under an incident-style command structure for the purposes of homeless encampment clearing. For the percentage of time this work is actively underway, team members will report to Deputy Commissioner Katherine Keith for direction and supervision. Outside of this specific assignment, standard supervisory and reporting relationships remain in effect. This structure ensures fast coordination, unified direction, and clear responsibility, enabling the Department to act quickly while maintaining accountability.

Expectations and Scope

- This team is tasked with statewide operations, including responsibilities across all DOT&PF modes: the highway system, Alaska Marine Highway System (AMHS), international airports, and rural airports.
- Operations may occur across regional boundaries and must meet accelerated timelines.
- Team members are empowered to coordinate directly with internal and external partners as needed to fulfill their assignments.
- All activities must align with Policy and Procedure 07.05.120, including site documentation, notice requirements, and humane treatment of individuals.

If you have questions about your assignment or need clarification on your role, please contact Deputy Commissioner Keith directly.

Thank you for your commitment to public safety and for your service on this vital team.

cc:

Katherine Keith, Deputy Commissioner
Sean Holland, Central Region Director
Chris Goins, Southcoast Region Director
Lauren Little, Chief Engineer
Angie Spear, AIAS Director
Dave Bronson, TSAIA Manager
Sean Lynch, Chief Assistant Attorney General