



November, 2014



Jefferson County Homeland Security & Emergency Management

www.jeffersoncountywv.org/homeland-security.html

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Jefferson County Commissioners:

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Jane Tabb, V. President

Dale Manuel

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John Sherwood, Chair

Ed Smith, Vice Chair Fire and Rescue Representative

Jeff Jeffries, Health Representative

Katherine Dunbar, Good Shepherd Inter-Faith Caregivers

Mason Carter, Jefferson County Department of Engineering

Jeffrey Polczynski, ENP, Jefferson County Emergency Communications Center

Jane Tabb, County Commission Representative

Kelly Parsons, Nichols, DeHaven & Associates

Pete Dougherty, Jefferson County Sheriff

Chuck Ellison, Frontier Communications, Utility Representative.

John Reisenwebber, Jefferson County Development Authority

Sanford H. "Sandy" Green, Region 3 Homeland Security Area Liaison

Holly Morgan-Frye, Shepherd University Service Learning Program

Debra Palmer, American Red Cross, non-profit organization

Staff:

Barbara Miller, CEM, CFM Director

Jessica Owens, Planner/Program Manager/Deputy Director

Brandon Vallee, Administrative Assistant, Public Information Officer and Volunteer Coordinator

Jefferson County to participate in WV Hospital Association Regions 8 & 9 Functional Exercise on December 3

West Virginia Hospital Association Regions 8 and 9 will hold a functional exercise on December 3rd to test their capabilities during a flood/water crisis. WVU Healthcare-Jefferson Medical Center will open their command center and hospital employees will work through various scenarios throughout the day. Jefferson County Homeland Security and Emergency Management will activate the Emergency Operations Center in support of this functional exercise. In addition to Jefferson County, EOCs in Mineral County and Pendleton County will also activate to provide support. All hospitals throughout Regions 8 and 9 will participate in the exercise. The SimCell will be located at the VA Hospital in Martinsburg.

Governor and First Lady Tomblin Invite West Virginians to Submit Photos for Military, First Responder Recognition Trees

Gov. Earl Ray Tomblin and First Lady Joanne Jaeger Tomblin today asked all West Virginians to honor our military men and women and first responders by submitting photos to be showcased on the two recognition trees located in the Governor's Reception Room during the holiday season.

"Whether serving here at home or half-way around the world, our military men and women and our state's first responders have dedicated their lives to keeping us safe," Gov. Tomblin said. "The recognition trees in the Reception Room have become an important part our family's holiday tradition, and Joanne and I look forward to taking time to showcase the many brave West Virginians across our state who serve our country and our communities."

"It is important for us to remember the families whose loved ones sacrifice their time and risk their safety for the sake of their professions and the security and freedom of their fellow citizens," First Lady Tomblin said. "The Governor and I see these recognition trees not only as a way to honor the West Virginians who selflessly serve our state and our nation, but also as a way to show our support for these families who give so much as well."

Those wishing to participate are asked to send in photos of their loved ones or friends who have served or are currently serving in the military or as a first responder. The recognition trees will be displayed in the Governor's Reception Room during the upcoming holiday season.

All photos, along with the submission form and tag, must be received by Friday, November 14, and should be mailed to: West Virginia Governor's Mansion, ATTN: Tina Amburgey, 1716 Kanawha Boulevard East, Charleston WV 25305.

Please go to <http://www.governor.wv.gov/Documents/military%20tree%20form2.pdf> for the Military Recognition Form. Please go to <http://www.governor.wv.gov/Documents/FirstRespondersTreeForm2014.pdf> for the First Responder Recognition Form.

ICS-300 and ICS-400 Classes Offered at U.S. Customs and Border Protection's Advanced Training Center

MUST pre-register by November 12th

Course Dates: ICS300 17-19 November 2014, 0800 - 1700

ICS400 20-21 November 2014, 0800 - 1700

Location: CBP ATC–Global Borders College, Training Room 7

Contact: Sonja Simpson (304)535-5353

Uniform: Business casual attire or rough duty.

Curriculum: This training provides guidance and instruction to Supervisory Officers and Agents, on incident management and the Incident Command System (ICS). Topics will include roles and responsibilities, the basic concepts of ICS, and how CBP will interact with outside agencies responding to emergencies.

ICS300 Prerequisites:

- ☐ Due to the new curriculum/program changes provided by FEMA, it is now mandatory that you complete the below prerequisites prior to attending the ICS-300 course.
- ☐ Certificates of completion can be handed in to your Instructor on the first day of training. All prerequisite training certificates are due prior to attending training. No refresher of this training will be conducted during the resident course. All students should be familiar with the below information in order to successfully complete the ICS-300 course.

- IS-100.LEb Introduction to Incident Command System (ICS-100) for Law Enforcement

<http://training.fema.gov/EMIWeb/IS/IS100LEb.asp> • IS-200.b, Incident Command System for Single Resources and Initial Action Incidents, ICS-200

<http://www.training.fema.gov/EMIWeb/IS/IS200b.asp>

- IS-700.a, National Incident Management System (NIMS), An Introduction <http://training.fema.gov/EMIWeb/IS/is700a.asp>

- IS-800.b, National Response Framework (NRF), An Introduction <http://training.fema.gov/EMIWeb/IS/IS800b.asp>


ICS400 Prerequisites:


Due to the new curriculum/program changes provided by FEMA, it is now mandatory that you successfully complete the CBP ICS-300 to include the prerequisites above prior to attending the ICS-400. No refresher of this training will be conducted during the resident course. All students should be familiar with the below information in order to successfully complete the ICS-400 course.

If you are interested in attending these training courses, please get supervisor approval and send an email to HarpersFerryTrainingTechs@cbp.dhs.gov with "ICS300-400" in the subject line by COB Wednesday November 12, 2014. Please indicate whether you plan to attend the ICS 300, ICS 400 or both. Please note, all prerequisites listed on the attachment must be completed prior to training.

If you have any questions regarding the curriculum or prerequisites please contact CD/I Keith Gillan at 304-535-5386.

ICS-300 Course Offered at Blue Ridge Mountain Fire Company

**FEMA**



NIMS/ICS 300


December 12, 13, 14, 2014

Class times: Fri. 6 to 10 pm, Sat., and Sun., 9 am to 5 pm

Location: Blue Ridge Mt. VFC, Harpers Ferry WV

Instructor: Mike Athey

For more information contact RESA 8 at 304 596-2653 or 800 367-3728, Ext. 112. Participants can register online at www.resa8.org Minimum enrollment requirements must be met or the class will be cancelled. **Participants must preregister by submitting the FEMA enrollment form no later than Dec 5, 2014.** This form is available on the RESA 8 website or by contacting RESA 8 at the above numbers.



Costs are covered through a grant from the WV Division of Homeland Security and Emergency Management. NOTE: Guidelines from WVDHSEM must be followed in order to receive the grant funding. These guidelines include: Minimum class size shall be 15 students. Seven days prior to the course start date participants must submit to the RESA8 office a completed FEMA Form 119-25-1 and a submit verification of the prerequisites for the class (NIMS 100, 200, and 700).

Pictures from the October Quarterly Partnership Meeting

JCHSEM held their Quarterly Partnership Meeting on October 29 at The Anvil in Harpers Ferry. Dr. David Didden of the Jefferson County Department of Health gave a presentation about Ebola and Enterovirus D-68.



Disaster Exercises, 2014

WV Homeland Security Region III (WVHSR3) Initial Planning Workshop was held in Moorefield on January 31, 2014. Representatives of all of the Counties of WVHSR3 were in attendance. A second meeting was held by phone conference on February 12 from 1300-1400. hours.

FEMA Virtual Tabletop Exercise—Flood Focus.....March 19, 2014 Noon-4 p.m.

WV Homeland Security Region III Tabletop Exercise.....May 1, 2014 1000-1500, Augusta, WV

WV Homeland Security Region III Functional Exercise.....July 1, 2014, 1000-1500, Augusta, WV

Red Cross Sheltering Training & Exercise.....July 29, 2014, Martinsburg, WV

WV Homeland Security Region III Pre-Exercise.....August 2, 2014, All Region III Counties EOCs

Jefferson County LEPC Tabletop Exercise.....August 6, 2014, Kearneysville, WV

WV Homeland Security Region III Full Scale Exercise.....September 20, 2014 in each of the Counties of WV Homeland Security Region III. The Jefferson County EOC will be activated, as well as, Emergency Responders in the field.

WV Homeland Security Region 3 Improvement Planning Workshop at Canaan Valley Resort, Davis, WV on September 25. 9 a.m.—3 p.m.

WV Hospital Association (Regions 8 and 9) Exercise Planning Meeting in Romney, WV on October 1.

WV Hospital Association (Regions 8 and 9) Exercise Planning Meeting at JMC, Ranson, WV, Oct. 29.

WV Hospital Association (Regions 8 and 9) Functional Exercise on December 3.

Additional Exercise Opportunities will be considered as they are announced or become available.

An effective exercise program is an essential component of our preparedness as it validates plans, tests operational capabilities, maintains leadership effectiveness, and examines ways to utilize the whole community. Exercise program management involves a collaborative approach that integrates resources, organizations, and individuals in order to identify and achieve program priorities.



Jefferson County Homeland Security and Emergency Management-Committees

Steering Committee, John Sherwood, Chair

The Steering Committee works with the JCHSEM Director to guide the activities of JCHSEM. A fourteen-member Steering Committee is made up of public and private representation. JCHSEM is a Department within the Jefferson County Commission, who has overall responsibility for the department and its employees. The Jefferson County Commission appoints all members to the steering committee. This committee meets on the 4th Tuesday of February, March, May, June, August, September and holds a Nov/Dec meeting at 9:00 a.m. in the JCHSEM EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced. The Quarterly Partnership meetings held in January, April, July, and October also serve as the Steering Committee meetings for those months.

Public Awareness, Education and Training Committee, Kelly Parsons, Chair

Any interested person can serve on this committee. The Public Awareness, Education and Training Committee is responsible to communicate the organization's activities to the public and to build support for JCHSEM's programs. They work with the Director and other staff to keep the entire community focused on the objectives of JCHSEM, the opportunities for additional involvement and support by updating citizens and businesses about what the partners are doing and how the community will and is benefiting from these efforts. Additionally, they are responsible to assist the program manager in setting up speaking engagements and public awareness events. This committee meets on the 2nd Wednesday of the months of February, May, August and November at 1:00 p.m. in the EOC at 28 Industrial Blvd., Kearneysville unless otherwise announced.

Partnership and Volunteer Development Committee, Holly Morgan-Frye, Chair

Any interested person can serve on this committee. The Partnership Development committee assists the staff in identification and recruitment of potential partners and what they have to offer in community preparedness. This committee will be responsible for activities to promote partnership or membership development and recruitment of volunteers. This committee meets quarterly in the EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced. at 0830 on the last Monday of January, April, July and October.

Risk Assessment and Mitigation Planning Committee, Jeff Jefferies, Chair

Any interested person may serve on this committee. The Risk Assessment/Mitigation Planning Committee examines the community's risks and vulnerability to all hazards and assess the community's vulnerability to those risks. A Risk Assessment and Mitigation Plan was completed and adopted by the Jefferson County Commission, all Jefferson County municipalities, WVHSEM, and Federal Emergency Management Agency in July, 2003. The plan was updated in 2008 and 2013. The 2013 Plan was approved by WVDHSEM and FEMA in June, 2013. This committee meets Quarterly. Please call the office for exact dates and times.

Counter Terrorism Committee, Barbara Miller, Director, Chair

Membership to this sub-committee of the Risk Assessment and Mitigation Planning Committee is limited to members of law enforcement, emergency management, homeland security, emergency communications, Red Cross, schools, health care, fire companies, ambulance authority/EMS, and government, due to sensitive homeland security issues. The committee works on issues of planning and training for counter terrorism or human-caused disasters. Meetings are held on the 2nd Tuesday of the month at the EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced.

If you are interested in joining any of our committees, contact either bmiller@jeffersoncountywv.org or jowens@jeffersoncountywv.org

Times, dates, places may need to be changed due to inclement weather, scheduling conflicts or EOC activation. If you have questions, call the JCHSEM office.

**Jefferson County Homeland
Security and Emergency
Management**

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PUBLIC SAFETY; PUBLIC TRUST

The Jefferson County Commission's Homeland Security and Emergency Management Department is responsible for the coordination of preparedness, planning, response, recovery and mitigation of disasters and large emergencies in Jefferson County, West Virginia. Volunteer and community participation is encouraged and welcome. We currently have committees on Risk Assessment and Mitigation Planning; Public Awareness, Education and Training; Counter Terrorism; Partnership Development and Retention; and a Steering Committee that acts as an advisory group. We are responsible for the Citizen Corps/CERT, StormReady, Community Rating System, Resilient Neighbor Network and Project Impact programs. JCHSEM is also responsible for the Jefferson County R.A.C.E.S group.



Meetings & Events

November, 2014

- 2 Daylight Savings Time—Fall Back!
- 4 General Election-Office is Closed
- 5 Roberts Rules/Ethics Training for employees and Steering Committee.
- 6 HAM Radio Testing Night
- 7 Eastern Panhandle Emergency Managers meeting in Berkeley County
- 10 Counter Terrorism Committee meeting at 1400 hours in the Jefferson County EOC
- 11 Veterans Day Holiday, Office is Closed
- 14 WV Emergency Management Council Meeting and Training at Canaan Valley State Park.
- 19 Jefferson County LEPC meeting at 0730 at The Clarion in Shepherdstown
- 27/28 Thanksgiving Holiday, Office is Closed

December, 2014

- 2 Steering Committee Meeting at Jefferson County EOC at 0900
- 3 WV Hospital Association, Regions 8 & 9, Functional Exercise.
- 6 HAM Radio Testing Night

Please mark your calendars for October 27-28, 2015 for the Jefferson County LEPC's Mass Fatalities Conference at The Clarion Hotel and Conference Center in Shepherdstown! Watch for more information in the coming months!!