



March, 2013

Jefferson County Commissioners:**Dale Manuel, President****Walt Pollish, V. President****Patsy Noland****Jane Tabb****Lyn Widmyer****Jefferson County Homeland Security and Emergency Management Steering Committee:****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****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****Staff:****Barbara Miller, CEM, CFM Director****Terri Mehling, Planner/Program Manager/Deputy Director****Jessica Owens, Administrative Assistant, Public Information Officer and Volunteer Coordinator**

C.E.R.T. (Community Emergency Response Team) Training to be Held

CERT Training Class begins April 8, 2013 in Jefferson County!

Jefferson County Homeland Security & Emergency Management prepares everyday for emergencies. However, during a disaster, the number and scope of incidents can overwhelm conventional emergency services. The Community Emergency Response Team (CERT) program is an all-risk, all-hazard training. This valuable course is designed to help you protect yourself, your family, your neighbors and your neighborhood in an emergency situation.

Community-based preparedness planning allows us all to prepare for and respond to anticipated disruptions and potential hazards following a disaster. As individuals, we can prepare our homes and families to cope during that critical period. Through pre-event planning, neighborhoods and worksites can also work together to help reduce injuries, loss of lives, and property damage. Neighborhood preparedness will enhance the ability of individuals and neighborhoods to reduce their emergency needs and to manage their existing resources until professional assistance becomes available.

This training covers skills that are important to know in a disaster when emergency services are not immediately available. With training and practice, and by working as a team, you will be able to protect yourself and do the greatest good for the greatest number after a disaster. The training is designed for citizens with little or no training in the areas listed below, but those with some skills in these areas are also welcome to attend the training and participate in CERT. Homeowners or neighborhood groups, PTA's, service and social clubs, churches, businesses, or a group of individuals from a neighborhood are ideal groups to form CERT teams. The only requirements are that you be over 18 years old and live or work in Jefferson County. Basic skills are taught in the areas of: Disaster Preparedness, Fire Safety, Disaster Medical Operations I and II; Terrorism Preparedness and Crime Prevention; Disaster Psychology, Special Populations and Animals in Disaster; Light Search and Rescue and CERT Volunteerism. All students participate in a final exercise at the end of the course.

Pre-registration is necessary and can be done by calling Jessica Owens at (304) 724-8914 to request a participant form or email to jowens@jeffersoncountywv.org. You can also find the CERT Training Form as well as additional information by visiting: <http://www.jeffersoncountywv.org/government/departments/homeland-security/cert-2.html>.



Daylight Savings Time Begins March 10th

DST is a good time to observe the long-standing “Change Your Clock, Change Your Battery” program, created by Energizer and the International Association of Fire Chiefs (IAFC). This campaign reminds everyone as they set their clocks ahead for DST, it’s also a great time to test and to change the batteries in smoke alarms and carbon monoxide detectors. It’s quick and easy—and it could save your life!



Jefferson County to participate in Operation Newton VA Center Tabletop Exercise on March 14 and Full Scale Exercise, April 4, 2013

Jefferson County has been asked to participate in the Veteran Administration’s Operation Newton Tabletop Exercise on March 14th and Full Scale Exercise on April 4, 2013. The purpose of this exercise is to measure and validate performance of the following capabilities and their associated critical tasks. The selected capabilities are:

Communications
 Implement On-Site Incident Management
 Evacuation
 Emergency Public Information and Warning
 Public Safety and Security Response
 Mass Casualties
 Staging of First Responders and patient/staff families
 Collapsed Structure Search and Rescue

Jefferson County departments and organizations who are interested in participating in the exercise should contact Emergency Manager, Barbara Miller, who will coordinate Jefferson County’s participation with Todd Lake at the VA Center.

To date, committed organizations from Jefferson County include:

Jefferson County Homeland Security and Emergency Management
 Jefferson Memorial Hospital
 Eastern Panhandle Chapter, American Red Cross
 Jefferson County Health Department.

Participation is needed from local law enforcement, fire departments, the Emergency Services Agency, the Emergency Communications Center, and Emergency Operations Center staff. Details will follow as they become available from the Veteran Administration.





WV State All Hazards Mitigation Plan Update

The West Virginia Division of Homeland Security and Emergency Management (WVDHSEM) would appreciate your participation in the development of the **West Virginia 2013 Hazard Mitigation Plan Update**. A series of five stakeholder workshops will be held April 8-12, 2013 throughout the State in order to solicit comments on the hazards facing the state and the mitigation strategies to be implemented.

Hazard mitigation involves taking proactive action in order to reduce or eliminate long-term risk to people and their property from known hazards. Mitigation planning is the process of assessing hazards and developing mitigation actions. It includes assessment of existing capabilities, prioritization of resources, and development of a detailed action plan. Meaningful mitigation planning requires statewide partnerships with people, organizations, businesses, and communities.

In developing a hazard mitigation plan, West Virginia demonstrates its commitment to the protection of life and property within its jurisdiction. It also then becomes eligible for certain types of federal non-emergency mitigation assistance through FEMA's Hazard Mitigation Assistance (HMA) program. Adoption of a federally approved mitigation plan is a prerequisite to be eligible for federal mitigation assistance funding.

Please help West Virginia make meaningful decisions on where to invest its mitigation related resources by participating in a workshop. We encourage you to pass this to local officials, business partners, local organizations, school officials and citizens with an interest in the future of your community. We need to have a diverse group representing your area in order to maximize the effectiveness of the plan and available hazard mitigation resources. For complete details on dates and locations of the workshops, please see the attached guidance.

The meeting for those of us that live in the Eastern Panhandle, our meeting will be held on April 8, 2013 1:30-3:00 PM, Cacapon Resort State Park, Cacapon Lodge, Washington Fairfax Room, 818 Cacapon Lodge Drive, Berkeley Springs, WV 25411

A contractor, Dewberry, will be facilitating these workshops. Please RSVP Jake Jarosz at JJarosz@Dewberry.com with the location where you plan to attend not later than March 25, 2013. If you have any questions about the workshops' purpose, dates/times/locations, directions, etc., please contact:
Jake Jarosz, CFM, JJarosz@Dewberry.com, (Office) 703-849-0535, (Cell) 703-675-9982

**RED CROSS
COURSE:
Psychological 1st Aid**

The course will be held on March 12, 2013 at 6:00 PM, at 1948 Wiltshire Road, Kearneysville, WV 25430. Class will be held in the Kathryn Rudolph Room located at the entrance to the Jefferson County Health Department.

You must register for this class on line. If you already have a SABA account, go to this link <https://classes.redcross.org/Saba/Web/Main> and log in; at the home screen click on Advanced Search. Once you have entered the information, press Search. Now you will see the course listed below To the right of where it says "State", there is a column marked "Action" and beneath "Action" it says register. Click on "Register" and you will be taken to a new page. As you will notice, there is no charge for this class, or for any disaster related class. Once you have registered, you will receive a confirmation email.

If you do not have a SABA account already, you will need to set one up. Click on this link <https://classes.redcross.org/Saba/Web/Main> and choose New User at the top and you will be prompted to set up a SABA account. Once that has been completed, follow the steps above to register for the class.

Need Assistance? Contact Debra Palmer at 304-725-5015 to help you get registered.

MGT 405 Mobilizing Faith-Based Community Organizations in Preparing for Disaster

Jefferson County Homeland Security and Emergency Management, along with the West Virginia Department of Military Affairs and Public Safety, will host the Rural Domestic Preparedness Consortium Course, "MGT-405, Mobilizing Faith-Based Community Organizations in Preparing for Disaster" on April 25 from 8 a.m.—5 p.m. at The Clarion Hotel and Conference Center in Shepherdstown.

This 8-hour, planning and management-level course trains faith-based community organization (FBCO) representatives, management-level emergency managers, and first responders from small and rural communities to strategically mobilize and engage members of FCBOs, including religious charities, nonprofits such as the Salvation Army, the American Red Cross, churches (both affiliated and unaffiliated), temples, synagogues, mosques, and NGOs etc., in a reciprocal approach to disaster planning that is integrated into current local and statewide emergency management efforts.

This course emphasizes grassroots mobilization and coordination efforts as a means of engaging all faith communities, thereby reaching those marginalized communities most vulnerable to disaster, most frequently excluded from the planning process, and ultimately, most difficult to aid in recovery. This course introduces vital emergency management concepts to FBCO leaders, many of whom will have had no prior experience with emergency management and also seeks to educate emergency managers and first responders about the critical role FBCOs can play in strengthening preparedness.

RCPG REQUIRES the following pre-requisites:

IS-100.b – Introduction to the Incident Command System (ICS)

IS-700.a NIMS, an Introduction

Participant must be a U.S. citizen.

Core Capabilities that will be covered by this class include:

Community Resilience, Critical Transportation, Housing, Infrastructure Systems, Mass Care Services, Operations Coordination, Planning, Public and Private Services and Resources, and Public Information and Warning.

Registration for this course is through the WV Department of Military Affairs and Public Safety's Course Mill site at <http://www.dmaps.wv.gov/>

[TrainingandExercises/Pages/default.aspx](http://www.dmaps.wv.gov/TrainingandExercises/Pages/default.aspx) Once you get to the website, **CLICK ON THE NAME OF THE COURSE** to sign up for it. If you have questions about how to register, contact Christian Fernley, WVDMAPS Training Officer at 304-558-2930.

DRAFT of Jefferson County All Hazards Risk Assessment and Mitigation Plan out for Review

Comments to be received through March 21st

The Jefferson County Hazard Mitigation Core Planning Committee recently completed an update to the Jefferson County Multi-Jurisdictional All-Hazard Mitigation Plan.

This plan identifies the hazards to which Jefferson County is susceptible as well as a variety of projects that can be undertaken to lessen the effects of those hazards. The following jurisdictions are included in the plan: Town of Bolivar, City of Charles Town, Town of Harpers Ferry, City of Ranson, Corporation of Shepherdstown, and the unincorporated areas of Jefferson County.

The Jefferson County Multi-Jurisdictional All-Hazard Mitigation Plan was developed in 2003 and revised in 2008 per federal requirements in Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as enacted by Section 104 of the Disaster Mitigation Act of 2000. The plan must be reviewed/updated/re-adopted and submitted to FEMA every 5 years. The plan expires 7/25/13.

The updated document is available for review at the office of Jefferson County Homeland Security & Emergency Management at 28 Industrial Blvd., Suite 101, Kearneysville, WV 25430, also at the Jefferson County Commission Office located at 124 East Washington Street, Charles Town, WV 25414 and at the following website: <http://www.jeffersoncountywv.org/flood-plain-information/all-hazard-risk-assessment-and-mitigation-plan.html>. A form will be provided at the aforementioned locations and online to document any comments. All comments must be submitted by March 21, 2013.

For additional information, please contact Terri Mehling, Deputy Director of Jefferson County Homeland Security and Emergency Management at (304) 728-3329 or tmehling@jeffersoncountywv.org



National Severe Weather Preparedness Week is from March 3-9, 2013. The WV Division of Homeland Security and Emergency Management, National Weather Service, and Federal Emergency Management Agency want to emphasize the need for families, individuals, businesses, and non-profits to prepare emergency plans and know what to do before severe weather strikes. For additional information, go to <http://www.dhsem.wv.gov/Pages/Severe-Weather-Preparedness-Week.aspx>

2013 Exercises

February 27-Concept and Operations Meeting for the 2013 WV Homeland Security Region 3 Exercises-Ponderosa in Moorefield.

March 14-Tabletop Exercise, Operation Newton, AT the Veteran's Administration in Martinsburg

April 4-Full Scale Exercise, Operation Newton, Veteran's Administration, Martinsburg

April 8-Mini Exercises at the Jefferson County Health Department with School Nurses

April 26-Jefferson County Local Emergency Planning Committee's Tabletop Exercise

May, Date/Place To Be Announced-WV Homeland Security Region 3 Tabletop Exercise

July, Date/Place To Be Announced-WV Homeland Security Region 3 Functional Exercise

September 14-WV Homeland Security Region 3 Full Scale Exercise

PHOTOS FROM BOY SCOUT TROOP #6 Emergency Preparedness Badge Night at the EOC



PHOTOS FROM THE BUSINESS CONTINUITY PLANNING TRAINING



Special thanks to Tara Orndorff and The Hampton Inn for use of their meeting room and to David Skeen, WV Department of Military Affairs and Public Safety COOP Coordinator; and Neal Nilsen of AskNeal.com for their expertise and teaching; and to Neal for donating door prizes for the event!

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 each month except December at 9:00 a.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 8:30 a.m. 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 will examine the community's risks and vulnerability to all hazards and assess the community's vulnerability to those risks. Additionally, they will look at specific buildings, infrastructure, etc. to determine which are most susceptible to risks. A Risk Assessment and Mitigation Plan was completed and adopted by the Jefferson County Commission, all Jefferson County municipalities, WVOHSEM, and Federal Emergency Management Agency in July, 2003; updated the original document in 2008. The 2013 Plan is now being developed. This committee meets on an "as needed basis". Please call the office at 728-3329 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 tmehling@jeffersoncountywv.org

**Jefferson County Homeland
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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

March, 2013

- 1 JCHSEM Presentation at Region 8 & 9 Hospital Association Meeting
 - 6 JCHSEM Presentation at the Public Safety Envision Jefferson Brown Bag Luncheon-County Commission Meeting Room
 - 7 HAM Radio Testing in the JCHSEM Ham Room 1730
 - 10 Daylight Savings Time Begins!
 - 12 Counter Terrorism Committee Meeting at JCEOC at 1400
 - 13 Public Awareness, Training, and Education Committee at JCEOC at 0900
 - 13 LEPC Meeting at Noon at the Quality Inn Conference Center, Harpers Ferry
 - 14 OPERATION NEWTON TABLETOP EXERCISE AT THE VA CENTER, MARTINSBURG 0830-Noon
 - 15 Resilient Neighbors Network Conference Call at 11 a.m.
 - 26 Steering Committee Meeting at JCEOC at 0900
 - 26-27 WVDHSEM State Training- Recovery from Disaster, The Local Government Role at North Bend State Park
- April 4-Full Scale Exercise-Operation Newton VA Center, Martinsburg
- April 25-MGT 405 Training— Faith Based Community Organizations in Preparing for Disasters
- April 26-Jefferson County LEPC's Tabletop Exercise at JC Maintenance Department Building