



September, 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 &amp; 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

## Staff:

Barbara Miller, CEM, CFM  
DirectorTerri Mehling, Planner/  
Program Manager/Deputy  
DirectorJessica Owens, Administrative  
Assistant, Public Information  
Officer and Volunteer Coordinator

# 10th Anniversary of National Preparedness Month 2003-2013

Barbara J. Miller, CEM; CFM



As the nation proclaims A Decade of Preparedness, 2003-2013, it should be noted that still, not everyone is prepared! In surveys done during events such as the Jefferson County Fair during that same time period, of those who said they were not prepared, the number one answer for not preparing was: "I don't think it will happen here or I don't think it will happen to me." Famous last words!

For ten years, JCHSEM and other agencies, such as the Red Cross, Citizen Corps, Medical Reserve Corps, FEMA, and others have said, "Make a Plan; Build a Kit; Be Informed; and Get Involved." All very important points, but as we enter another Preparedness Month, JCHSEM wants to take you to a higher level of preparedness. In addition to Make a Plan; Build a Kit; Be In-

formed; and Get Involved, we want you to examine your insurance policies. Are you prepared to recover from a disaster financially? If your answer is, "I honestly don't know," then call your insurance agent and arrange an appointment to make sure all of the things you love (your property, your family, and your life) are adequately insured. Think also about your livelihood. Does the place you work or the business you own have a business continuity plan? Does your local government have a continuity of government plan? Does the place your worship have a recovery plan? Does your child's school or daycare center have an emergency plan that you helped to develop and/or understand completely? Does the University where your older children study have a Campus Disaster Plan? Have you applied simple mitigation measures to all of your properties after determining the risks you face?

"How much should I prepare?" is a question we get asked from time to time and my standard answer is, "It depends." It depends on how much you are willing to risk. Personally, if I live with it, love it, own it or am responsible for it, then I want to make sure it is protected and that I can take care of it, even when disaster strikes. So, Make a Plan, Build a Kit, Be Informed, and Get Involved. Then take it to a higher level. If not now, when? If not you, who? Happy National Preparedness Month!

## 2013 Hurricane Names

Below you will find the listing of hurricane names for the Atlantic Ocean for the year 2013. For every year, there is a pre-approved list of tropical storm and hurricane names. These lists have been generated by the National Hurricane Center since 1953. At first, the lists consisted of only female names; however, since 1979, the lists alternate between male and female. Hurricanes are named alphabetically from the list in chronological order.

Andrea  
Barry  
Chantal  
Dorian  
Erin  
Fernand  
Gabrielle  
Humberto  
Ingrid  
Jerry  
Karen  
Lorenzo  
Melissa  
Nestor  
Olga  
Pablo  
Rebekah  
Sebastien  
Tanya  
Van  
Wendy



# Independent Fire Company to Hold 12th Anniversary Remembrance of 9/11

The Independent Fire Co. will host its 12th annual 9/11 Remembrance Ceremony at 9:58 a.m. at the fire station, 200 W. Second Ave., Ranson, W.Va. Guest speaker is George Harrison of Jefferson County, W.Va., who was at the World Trade Center that morning with the Secret Service.



Picture from a previous year's ceremony



Picture from a previous year's ceremony

## Social Media for Natural Disaster Response and Recovery to be held in Jefferson County

WV Department of Homeland Security and Emergency Management will sponsor the Social Media for Natural Disaster Response and Recovery Course on October 22, 2013 from 0800-1700 in the Jefferson County Maintenance Department's Meeting Room.

This free course will provide participants with the knowledge and skills of social media and its uses, as well as the current tools, methods, and models to properly make use of social media for crisis communication. Participants will take part in facilitator-led activities. Through the use of social media tools, participants will learn and master skills to disseminate information and monitor, track, measure, and analyze social media traffic. The use of social media for disaster preparedness has two components: 1) As an official means for providing updated information about a crisis, proactive steps must be taken prior to disasters in order for effective communications to occur. 2) As a part of crisis observation, managers should be monitoring social media platforms and channels that may be relevant to their organization. Observing can be as simple as conducting regular searches and analyses of media platforms for keywords and phrases that may imply an emerging crisis or disaster. Monitoring of social media should extend into the crisis response and post-crisis phases to check how management efforts are being received. **REQUIREMENTS:** Participants will be required to bring their own laptop or wifi-enabled device to the training session for the hands-on exercises. This course does the Pre-Test, Post-Test, and Course Evaluation Online. [https://ndptc.hawaii.edu/accounts/login/?next=/training/course\\_delivery/248](https://ndptc.hawaii.edu/accounts/login/?next=/training/course_delivery/248) Course Registration Code: 57293. If you do not have an online account prior to the class start date, you may not be able to participate in the class. To register, go to: <http://www.onlinelearning.wv.gov/dmapscm6>. Registration deadline is 1700 hours on 12 October 2013. Space is limited. Registration is prerequisite to admittance.

Questions? Call Christian Fernley at 304-558-2930.

## **EOC Operations for All Hazards Course to be taught in Kearneysville by TEEEX**

The Texas Engineering and Extension (TEEX) will teach its Management-345 Course, EOC Operations for All Hazards on October 15-17 at 128 Industrial Blvd., Kearneysville, WV 25430. This building is the Jefferson County Maintenance Department's Training Room. The EOC Training Course offers the participant insight into and practical experience with emergency management and decision-making skills necessary to effectively manage the overall response to a large scale WMD/Terrorism incident or an All-Hazard event utilizing the Multi-Agency Coordination System (MACS). This course will develop and reinforce emergency management, situational awareness, planning, information management, resource management and decision making skills for course participants. The course adapts existing emergency management (NIMS/ICS) procedures to the unique requirements of EOC operations. Topics to include: Multi-Agency Coordination Systems (MACS) overview; MACS entities; Interrelationships; Roles and Functions of the EOC; Functional Areas; Organizational Models; Roles; Processes; Direction and Control; Information Management; Operations; Planning and Coordination; Resource Management; and Public Information Audience. This course is designed for supervisory and management personnel from all emergency response disciplines that have duties in the EOC. Participants should come from "Upper and Middle Management", i.e. Emergency Managers; First Line Supervisors; and administrators who will function as emergency coordinators/directors or emergency operations center (EOC) staff members. This course is not intended for basic firefighters, police patrol officers or EMTs. To enroll, go to <http://www.onlinelearning.wv.gov/dmapscm6> and register online. If you have questions about enrolling for the course, please contact Christian Fernley at West Virginia Department of Military Affairs and Public Safety at 304-558-2930. The course is open to Emergency Management Agencies from throughout West Virginia.

## **Terri Mehling receives Reaccreditation certificate at SERC Conference**

Terri Mehling, Deputy Director at Jefferson County HSEM received her Re-Accreditation as a West Virginia Emergency Manager, Level 3. Ms. Mehling received her original accreditation in 2010. Accreditation in West Virginia is given for period of 3 years before an application must be re-submitted, along with a new project package. Accreditation is determined by the WV Emergency Management Council, based upon training, participation in disaster exercises, planning projects, and public awareness activities. WV Department of Homeland Security and Emergency Management Director, Jimmy J. Gianato presented Terri with her certificate in August at the WV State Emergency Response Commission's annual conference in Charleston.





## Emergency Management Assistance Company for City and County Officials Webinar on October 17



The National Emergency Management Association, with cooperation of the National League of Cities and the International City/County Management Association, will present a webinar on the Emergency Management Assistance Compact, also known as EMAC. The intended audience members are city and county officials. The speakers will discuss what EMAC is, what local officials need to know, the importance of their relationship to the state Emergency Management Agency, and how resources are adjudicated, as well as their potential as a resource provider to other states in a disaster. The main presenter will be Joyce Flinn, current EMAC Executive Task Force Chair and Readiness/Response Bureau Chief at the Iowa Homeland Security and Emergency Management Division.

After the webinar a presentation package will be available for state EMAC Coordinators and other EMA officials to use when presenting the information to local officials as a follow-up to the national webinar. The presentation package gives the states an opportunity to discuss state policies on local and private deployments, local EMA relationships, contact information, etc.

Title: EMAC Overview for City and County Officials

Date: Thursday, October 17, 2013

Time 2:00-3:00 p.m., EDT

Space on the webinar is limited. Reserve your Webinar seat now at:

<https://www2.gotomeeting.com/register/236383194>

After registering, you will receive a confirmation email containing information about joining the webinar.



## **Jefferson LEPC to host Mass Fatalities Conference October 29-30, 2013 in Harpers Ferry**

The Jefferson County Local Emergency Planning Committee will host the 2013 Mass Fatalities Conference in beautiful and historic Harpers Ferry, WV on October 29-30, 2013. This conference will bring together various disciplines from across West Virginia and our partners in Virginia, Maryland, and Washington, D.C. to explore past incidents, discuss lessons learned and define best practices to enhance future response and decision-making in these complex disasters. The presentations given during this conference will be led by speakers with extensive disaster response background to include United Flight 93 on 9/11, Pentagon 9/11, Hurricane Katrina, the Sago Mine disaster, the Haiti Earthquake, and the Cameron mine explosion. Registration is \$169 per person. Discounts are offered for Volunteer Emergency Responders, Military, and students. Their registration is \$100. Registration, hotel information, speakers bios and opportunities for both vendors and sponsors can be found on the L.E.P.C.'s conference website at : <http://jclepc.davistrainingsolutions.com/Default.aspx>

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## **West Virginia Homeland Security Region 3 Annual TEPW (Training Exercise Planning Workshop) Planned for November in the Romney/Moorefield Area.**

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The creation of effective capabilities-based exercise programs begins with a multi-year training and exercise plan (TEP), which establishes overall exercise program priorities and outlines a multi-year schedule of training and exercise activities designed to address those priorities and validate core capabilities. The Training and Exercise Planning Workshop (TEPW) provides a collaborative workshop environment for Whole Community stakeholders to engage in the creation of the TEP. The TEPW also serves as a forum to coordinate training and exercise activities across organizations in order to maximize the use of resources and prevent duplication of effort. The first task of the TEPW participants is to identify factors for consideration in developing exercise program priorities. The following factors are considered: Threats and hazards, areas for improvement/capability assessments, external sources and requirements, accreditation standards, regulations, or legislative requirements. The group then links the factors to Core Capabilities. This process helps identify the areas most in need of attention. They then establish exercise program priorities that guide the overall exercise program. Finally a multi-year schedule is developed that outlines the exercises and associated training events that will address the exercise program priorities. During this phase, participants will focus on identification of potential exercises for inclusion in the multi-year schedule, identify training opportunities to support specific exercises, address areas for improvement or capability gaps or meet training requirements, and update the exercise schedule. TEPs should reflect a progressive planning approach that improves core capabilities through a series of exercises that involves an increasing level of complexity over time.

This year's WV Homeland Security, Region 3 TEPW will be held in November in the area of Romney/Moorefield. Look for further information in next month's newsletter!

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## 2013 Exercises

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

March 25-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

June 26 WV Homeland Security Region 3 Tabletop Exercise at James Rumsey in Berkeley County.

August 9-Hampshire County-Augusta, WV-WV Homeland Security Region 3 Functional Exercise

September 14-WV Homeland Security Region 3 Full Scale Exercise

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WV Homeland Security, Region 3 has completed their Tabletop and Functional Exercises for 2013. The Full Scale Exercise will be held on Saturday, September 14 throughout the counties of Region 3. Jefferson County will be testing the Jefferson County Department of Health's new Mass Fatalities Plan, the Jefferson County LEPC's new Hazardous Materials Response Plan, capabilities for medical surge, operation of the Jefferson County EOC, and capabilities to maintain communications throughout the event. All local agencies are invited and encouraged to participate!

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ETEAM Training-WV Homeland Security Region 3 Coordinator, Sandy Green, taught ETEAM training/ refresher course on September 4 for Emergency Operations Center staff from Jefferson, Berkeley, and Morgan Counties at the Jefferson County EOC. Those attending were: Mr. Green, instructor; Barbara Miller, Jessica Owens, Nancy Hatcher, Sallie Edwards, and Kelly Parsons from Jefferson County; Steve and Melissa Allen, and Ashley Petrolino, Berkeley County; and Dave Michael, Morgan County.

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EOC Training-Barbara Miller, Director of Jefferson County Homeland Security and Emergency Management taught an EOC training for new representatives to the Jefferson County EOC and as a refresher course for some of the seasoned representatives. Jefferson County EOC has had a new telephone system installed since its last activation and a short lesson on how to hook up and use the EOC phones was included as part of the training. Those attending included: Director Miller, Jessica Owens, JCHSEM Public Information Officer; Sandy Hite, Jefferson County Health Department's Threat Preparedness Coordinator; Sheriff Pete Dougherty; Debra Palmer and Sandee Niles, American Red Cross; and Sheri Hoff, Jefferson County Schools representative and Operations Chief, Christopher Cross and Jeff Polczynski, Jefferson County Emergency Communications Center.

## 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 4<sup>th</sup> 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 2<sup>nd</sup> 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, WVHSEM, and Federal Emergency Management Agency in July, 2003. The plan was updated in 2008. The 2013 Plan was approved by WVDHSEM and FEMA in June, 2013. 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 2<sup>nd</sup> 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](mailto:bmiller@jeffersoncountywv.org) or [tmehling@jeffersoncountywv.org](mailto: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

**September, 2013 NATIONAL PREPAREDNESS MONTH**

02—Labor Day Holiday. Office is Closed

04-EOC Training at the Jefferson County EOC, 1000 hours

04-ETEAM Training at the Jefferson County EOC, 1400 hours

05-HAM Radio Testing at the EOC 1700

09-JCHSEM Public Awareness, Education & Training Committee, Jefferson County EOC at 0900

09-JCHSEM Counter Terrorism Committee at 1400 hours in the Jefferson County Maintenance Department Training Room

11-9/11 Remembrance Ceremony at Independent Fire Company, Ranson at 9:58 a.m.

11-LEPC Meeting at Noon at the Quality Inn and Conference Center

14-WV Homeland Security Region 3, SAT DOWN Full Scale Exercise

17-19 FEMA Public Assistance Workshop at Chief Logan State Park-0800-1700 daily

26-Hydrology Workshop at the National Weather Service in Sterling, VA 1000 hours