



January, 2016



Jefferson County Homeland Security & Emergency Management

<http://www.jeffersoncountywv.org/county-government/departments/homeland-security-and-emergency-management>

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Annual Partnership Meeting to be held at the Epic Buffet at Hollywood Casino at Charles Town Races

Jefferson County Homeland Security and Emergency Management's Annual Partnership Meeting/Luncheon will be held at the Epic Buffet at Hollywood Casino at Charles Town Races in Charles Town on Friday, January 29, 2016 at Noon. We would like to gratefully acknowledge the generosity of the Hollywood Casino at Charles Town Races for sponsoring our annual partnership luncheon gratis and for their continued support of JCHSEM activities and events!

The address for the luncheon is 750 Hollywood Drive, Charles Town, WV 25414.

The speaker for the event will be William A. Minear, II CPP PPS CEM



Bill is the Director of the WV Infrastructure Protection Programs, WV PCII Program Officer, is a National Council Member: DHS SLTTGCC, a member IAEM Special Needs Caucus and works at the WV Intelligence Fusion Center in Charleston. His talk will focus mainly on the WV Infrastructure Protection Program.

In addition to Mr. Minear's speech, the 2016 JCHSEM Steering Committee will be introduced, and Director Miller will address events and activities for 2016 for JCHSEM.

All Steering Committee members should stay after the event to get a group picture.

To attend, you must RSVP to Brandon Vallee at bvallee@jeffersoncountywv.org or call Brandon at 304-724-8914 no later than Monday, January 26. Space is limited. Only one person per agency, please. Reservations may need to be cut off prior to that day if we reach maximum capacity, so please make your reservation as early as possible.



Jefferson County Commissioners:

Patsy Noland President

Walt Pellish, Vice President

Eric Bell

Dale Manuel

Jane Tabb

Jefferson County Homeland Security and Emergency Management Steering Committee:

John Sherwood, Chair

Ed Smith, Vice Chair, Fire and Rescue Representative

Michele Goldman, Eastern Panhandle Care Clinic

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 Reisenweber, Jefferson County Development Authority

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

Holly Frye, Shepherd University Service Learning Program

Clair Brendel, American Red Cross

Staff:

Barbara Miller, CEM, CFM
Director

Sandee Niles, Planner/Program Manager/
Deputy Director

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



JCHSEM to sponsor Winter Storm Skywarn Stormspotter Class in January

JCHSEM is sponsoring a National Weather Service Winter Storm Skywarn Stormspotter Class on January 28, 2016 at the Independent Fire Company, 200 West Second Street, Ranson, WV. The class will be held from 7:00-9:00 p.m.

Training in the Winter Storm class is a good overview of winter weather threats in this area. It is intended for everyone. Basics I is a prerequisite for this class.

The Winter Storm class includes: Winter hazards in this region, Winter preparation and safety, Winter normals and Extremes, What makes winter storms, NWS forecasts and products, Role of Skywarn and reporting.

To register for this course, go to <http://www.eventbrite.com/e/national-weather-service-stormspotter-class-winter-storms-tickets-19390713145?aff=es2>. If you need assistance registering, contact Sandee Niles at 304-728-3329 or sniles@jeffersoncountywv.org

Jefferson County Recertifying as a StormReady Community

Jefferson County has been a designated StormReady Community since 2004. StormReady is a program through the National Weather Service. To be designated, a community must participate in activities including communications, National Weather Service information reception, hydro meteorological monitoring, local warning dissemination, community preparedness and administration.

To finalize the StormReady recertification for 2016, the JCHSEM Director and Deputy Director will visit the National Weather Service office in Sterling on January 11th, the County's 9-1-1 dispatchers will complete training and pass a test on weather, and Jefferson County Schools have certified that they continue to maintain NOAA weather radios that are monitored at each school. Additionally, JCHSEM will sponsor a Winter Storm Skywarn Storm Spotter Class on January 28th.



WVDHSEM to teach G290 Basic Public Information Officer Course

Date: March 22-23, 2016 Time: 8am to 5pm Location: Cacapon State Park (Travel is Included)

Course Description:

This 2-day classroom course is an updated, shortened, and revised version of the previous course. The revised course: • Emphasizes skills development; • Addresses the impact of technology on emergency public information; and • Offers options that allow the states to tailor the instructional methodology to suit their needs while consistently meeting the course learning objectives.

Course Objectives:

- Demonstrate how to communicate emergency public information effectively in writing to the public through the news media.
- Describe actions the PIO can take to prepare for and conduct an effective interview with the news media.
- Demonstrate the ability to answer questions effectively during an on-camera interview.
- Describe how to effectively perform the responsibilities of the PIO at the scene of an incident.
- Describe the JIS/JIC concepts as they apply to the public information function in an expanding incident.
- Participate in a panel discussion with members of the news media.

Program Area(s): External Affairs–State/Local/Federal

Delivery Location: State Delivered

Selection Criteria: The primary audience for this training is individuals who have public information responsibilities as their main job or as an auxiliary function at the state, local, or tribal level of government. Recommended Prerequisite: G0289, Public Information Officer Awareness. Register at

www.onlinelearning.wv.gov/dmapscm6

WVDHSEM to teach G108 Community Mass Care and Emergency Assistance Course

Date: April 26-28, 2016 Time: 8am to 5pm Location: Days Hotel - Flatwoods, WV (Travel is Included)

Course Description:

This course provides training for local communities to prepare for and manage the Mass Care/Emergency Assistance (MC/EA) functions effectively. The goal is to prepare community agencies, organizations, and businesses to work together in coordination with emergency management and traditional MC providers to plan and provide MC/EA services to those affected by disaster.

Course Objectives:

- Define the four primary MC/EA services as discussed in this course.
- Describe how to determine their community's MC/EA service resource requirements.
- Identify providers that exist in their community or can be called upon from a nearby community to meet the requirements for MC/EA.
- Name planning and operational actions that can affect how services will be provided.
- List action items to use resources and providers to meet MC/EA requirements in their community.

Program Area(s): Citizen Preparedness; Planning. Delivery Location: State Delivered

Selection Criteria: This course is intended for MC coordinators, management staff, non-governmental organization leaders, private sector, and other emergency management staff that are a part of the team and have a responsibility for effective MC/EA preparedness and response.

There are several options for the composition of a class. One is the State MC Coordinator and his/her team; a local MC Coordinator and his/her team; or a State MC Coordinator and local MC Coordinators from the state. Register at www.onlinelearning.wv.gov/dmapscm6



CERT Course Begins February 3

Jefferson County Homeland Security & Emergency Management prepares for emergencies everyday. 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 pets, 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.

With training and practice, and by working as a team, you will be taught 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 candidates for CERT training. 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, Animals in Disaster; Light Search and Rescue and CERT Volunteerism. All students must participate in a final exercise and test at the end of the course.

Class Schedule: Classes are from 6:00pm – 9:00pm (Some class dates may change due to Instructor scheduling and weather conditions)

Wednesday, February 3, 2016: Disaster Preparedness, Barbara Miller, Instructor

Thursday, February 11, 2016: Fire Safety and Fire Simulation, David Holmes and Bryan Lavalley, Instructors

Wednesday, February 17, 2016: Disaster Medical Ops I, Gene Rice, Instructor

Wednesday, February 24, 2016: Disaster Medical Ops II, Gene Rice, Instructor

Tuesday, March 1, 2016: Light Search & Rescue, David Holmes, Instructor

Tuesday, March 8, 2016: Disaster Mental Health, Jeff Levesque, Instructor; Animals in Disaster, Sandee Niles, Instructor; and People with Special Needs, Sandee Niles, Instructor

Tuesday, March 15, 2016: Crime Prevention & Terrorism Awareness, Lt. Dave Colbert, Instructor

Wednesday, March 30, 2016: CERT Volunteerism, Test, Final Exercise & Graduation – David Holmes and Bryan Lavalley

Location: Classes will be held at the Jefferson County Maintenance Department Training Room, 128 Industrial Boulevard, Kearneysville, WV 25430. (Dates and locations are subject to change due to inclement weather, scheduling conflicts with either the instructors or the venue. All attempts will be made to stick with this schedule and enrolled students will be notified as soon as a decision has been made on rescheduling or changes that are necessary).

All classes are taught by professionals in the corresponding field of expertise. All classes are provided at no charge to the participants. All participants who complete all sessions and the final exercise will receive a certificate of participation and be issued a hard hat and a CERT Vest. Any participant that does not attend all courses or that is late or leaves early will have to make up that section of the course when the next round of courses are offered.

Pre-registration is necessary and can be done by calling Sandee Niles at (304) 728-3329 or email to sniles@jeffersoncountywv.org to request a participant form. You can also find the CERT Participant Form as well as additional information by visiting: <http://www.jeffersoncountywv.org/county-government/departments/homeland-security-and-emergency-management/community-emergency-response-team-cert-program>



The LEPC of Jefferson County, West Virginia Presents: 2016 Mass Fatalities Conference

The LEPC of Jefferson County, West Virginia will present the 2016 Mass Fatalities Conference on March 22/23, 2016 at The Clarion Hotel and Conference Center in Shepherdstown.

This conference will bring together various disciplines from across the State and our partners in Virginia, Maryland, and Washington, DC to explore past incidents, discuss lessons learned, and define best practices to enhance future responses and decision-making in these complex disasters. The presentations given during this conference will be led by speakers with extensive disaster response background.

In addition to the presentations, a two day workshop on mass casualty incident management has been added for first responders. It is highly recommended to register early, as this workshop will fill quickly!

To register, go to <https://www.eventbrite.com/e/2016-mass-fatalities-conference-tickets-15444450768>

This year, we also have special pricing for Military, Law Enforcement, Firefighters, and EMS personnel. Cost for that group is \$90.67.
Full Conference Registration is \$179.29

At the conference website listed above, you will also find out additional information about hotel reservations and the full conference agenda, as well as vendor and sponsor opportunities. Questions can be sent to lepc@jeffersoncountywv.org

Disaster Exercises, 2016

WV Homeland Security Region III (WVHSR3) Initial Planning Workshop was held in Canaan Valley in November, 2015. Representatives of all of the Counties of WVHSR3 were in attendance. Additional planning meetings are upcoming.

The After Action Report/Improvement Plan (AAR/IP) Meeting for the 2015 Clandestine Chaos Exercise will be held for the region at the Jefferson County Maintenance Department on January 19, 2016 from 0900-1600.

2016 WV Homeland Security Region 3, Tabletop Exercise.....TBA

2016 WV Homeland Security Region 3, Functional Exercise.....TBA

2016 WV Homeland Security Region 3, Full Scale Exercise.....TBA

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, Katherine Dunbar, 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 monthly on the 2nd Wednesday of the at 0830 in the EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced.

Partnership and Volunteer Development Committee, Holly 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, Mason Carter, 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 bmiller@jeffersoncountywv.org, sniles@jeffersoncountywv.org or bvallee@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**

28 Industrial Blvd., Suite 101
Kearneysville, WV 25430

Barbara Miller, Director
Phone: 304-728-3290
E-mail: bmiller@jeffersoncountywv.org

Sandee L. Niles
Dep. Director, Planner and Program Manager
Phone 304-728-3329
Email: sniles@jeffersoncountywv.org

Brandon Vallee, Administrative Assistant,
Public Information Officer and Volunteer
Coordinator
Phone 304-724-8914
Email: bvallee@jeffersoncountywv.org

Fax: 304-728-3320

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

January, 2016

1-Office is closed for New Years Day

5-JCHSEM Steering Committee annual organizational meeting at 0900 at the Jefferson County EOC

7-HAM Radio Night at the Jefferson County EOC

8-WV Emergency Management Council Meeting in Charleston

12-Jefferson County LEPC's Mass Fatalities Planning Group meeting at 0730 at IHOP

12-Counter Terrorism Committee at Jefferson County EOC at 1400

13-Public Awareness, Education, and Training Committee at the Jefferson County EOC at 0830

13-Media Day at the EOC

18-Martin Luther King Holiday-Office is Closed

19-AAR/IP Meeting at Jefferson County Maintenance Department 0900-1600

20-MACP/RIC3 Meeting in Allegheny County, MD at 1000

28-Skywarn Winter Weather Storm Spotter Class with the NWS at Independent Fire Department, Ranson. 7:00 p.m.

29-JCHSEM Annual Partnership Meeting at the Epic Buffet at Hollywood Casino at Charles Town Races, Noon. You MUST sign up to attend! See page #1 on how to register.