



November 2020

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Jefferson County Office of Homeland Security and Emergency Management

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- Holly Frye, Shepherd University Service Learning Program Education Representative
- Sanford "Sandy" Green, Region 3 Homeland Security Area Liaison

JCOHSEM Staff:

- Stephen S. Allen, Director
- James M. Sager, Deputy Director/ Planner/ Program Manager
- Brianna L. Gustafson, Administrative Assistant/Public Information Officer/ Volunteer Coordinator

COVID-19 Response Continues

Most recent information from the Jefferson County Health Department.

COVID-19 Data	Number	Increase	% of Pop.	% of Sick
Confirmed Cases (Cumulative)	637	9	1.13%	92.32%
Probable Cases	53	5	X	7.68%
Total Cases	690	14	1.23%	100%
Active*	137	8	0.24%	19.86%
Recovered*	544	6	0.97%	78.84%
Deceased	9	0	X	1.30%
Hospitalized (Current)	3	0	X	X
Hospitalized (Cumulative)	33	0	0.06%	4.78%
Total Tests (Cumulative)	21,083	137	37.53%	X
<i>*Delays in closing cases in WVEDSS may affect these numbers</i>				
<i>Data as of November 6, 2020</i>		<i>Previous Report: 11/5/2020</i>		

Jefferson County’s Office of Homeland Security and Emergency Management (JCOHSEM) continues to proactively monitor the evolving COVID-19 situation closely. The health and safety of the residents of Jefferson County is of our utmost priority. The Jefferson County Emergency Operations Center (JCEOC) holds a virtual daily briefing update with our local partners to ensure accurate and transparent communications amidst the pandemic.

What to expect in this edition

In this edition of the JCOHSEM’s newsletter, we will be highlighting Fall Outdoor Fires, Proper Use of Wood Stoves, and Fire in the Kitchen. You will also find information on upcoming local, online and state sponsored training.

Fall Outdoor Fires

The first topic for this edition of our newsletter will focus on open burning fire safety. It is now Fall and the months of October and November lead us to rid our yards of leaves and brush which accumulated over the cooler weather, as well as, any downed tree branches due to recent high winds. Fall seems to bring out the yard workers and gardeners cleaning off debris. This means debris accumulates and the potential escalates for more burning and more hazards since many woods and grass fires are the result of careless trash burning. Many people assume that because their fire is burning securely in a barrel or in a small area, that they can go inside or even leave their home. However, it only takes a second for an ember to reach the grass and you have the makings of a serious fire. Follow the State of West Virginia guidelines while burning by observing the following guidelines:

1. Call 304-725-8484 (the Jefferson County 9-1-1 center's non-emergency number) to report your intent to burn, prior to ignition.
2. During this time of year, no burning between the hours of 7 a.m. until 5 p.m.
3. Fires must be attended at all times.
4. Area must be cleared down to mineral soil for a minimum distance of 10 feet around what is being burned.
5. Burn small amounts.
6. Never burn on a windy day.
7. Make sure the fire is out before leaving it.
8. Don't allow small children to play around the fire.

Remember, open burning isn't as safe and easy as it seems!

Proper Use of Wood Stoves

The use of wood stoves has significantly increased in recent years. Unfortunately, wood stoves and chimney fires have also increased. Wood stoves require extra care in installing, operating, and maintaining as compared to conventional heat sources. Use the following steps when deciding to purchase, install, and use a wood burning stove in your home:

1. Purchase only wood stoves that have been listed by a recognized testing agency, such as Underwriters Laboratory (UL).
2. Contact your appropriate building official to ascertain whether a building permit is required for wood stove installation.
3. Have the wood stove installed by a professional. Then have the completed installation inspected.

Once installed:

1. Keep all flammable material at least 3 feet from the wood stove.
2. Purchase a screen to place around the wood stove to prevent children and pets from being accidentally burned. Never leave children unattended with the wood stove while a fire is burning.
3. Burn only dry, well-seasoned wood.
4. Never use a flammable liquid to start or revive a fire in a wood stove. Many deaths have occurred by ignoring this one safety warning.
5. Never use your wood stove to burn trash.
6. Creosote is the product of incomplete combustion and creosote build-up can cause a chimney fire.

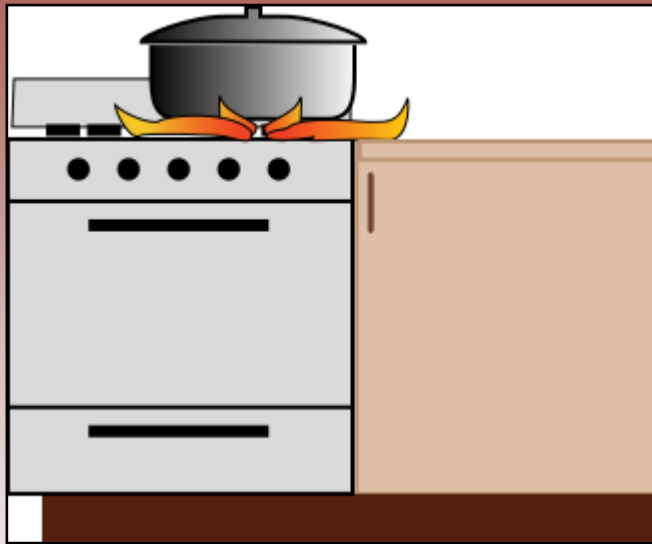
Know the signs of a chimney fire... a loud roar, sucking sounds and shaking pipes. Make sure everyone knows what to do. Practice fire drills and learn how to use a fire extinguisher. If you think you have a chimney fire, call the fire department immediately. Cut off the fire's air supply by closing any intake vents in the firebox. Close the damper. Get everyone out of the house.

Dispose of ashes by placing them in metal containers. Do not put in paper bags or cardboard boxes. Ashes can retain enough heat to start a fire for several days. Wet ashes to make sure they are cold.



Thanksgiving fire facts

- Thanksgiving is the peak day for home cooking fires, followed by Christmas Day, Christmas Eve, and the day before Thanksgiving.
- In 2017, U.S. fire departments responded to an estimated 1,600 home cooking fires on Thanksgiving, the peak day for such fires.
- Unattended cooking was by far the leading contributing factor in cooking fires and fire deaths. Cooking equipment was involved in almost half of all reported home fires and home fire injuries, and it is the second leading cause of home fire deaths.



Fire in the kitchen—Put a lid on it

With the Thanksgiving holiday season coming up later this month, it's important to know that the majority of accidental fires start in the kitchen. Property damage could be drastically reduced if people only knew what to do when confronted with a kitchen fire. We suggest the following steps when confronted with a fire in the kitchen.

If the fire is contained to a pan on top of the stove, slide the lid across the pan and leave it there. Do not attempt to move the pan outdoors because you may burn yourself or spread the fire.

1. Never throw water or flour on a burning pan. Water will spread the flames and flour may actually ignite!
2. Do not turn on the exhaust fan over the stove. This would suck the fire inside the walls of your home. If the fire is in your oven, turn off the heat and leave the door closed to cut off the fire's air supply.
3. Install a fire extinguisher in the kitchen. Make sure it is accessible in the event of a grease or oven fire.

When purchasing a fire extinguisher for kitchen use, make sure the fire extinguisher is rated for Class ABC fires to insure its acceptability for use on kitchen fires. If the fire is inside the oven, close the oven door. This action should smother the fire. If the fire is too large to safely cover, or for your fire extinguisher, leave the house immediately and call the fire department from a neighbor's phone or your cell. Trying to fight a fire yourself when it's too large can cause far more extensive damage and can result in more serious, unnecessary injury.

As a preventative measure, keep your cooking appliances—including stovetops, burners, oven, and broilers clean. Build-up grease can flare up easily, causing dangerous and damaging fires. And keep combustible materials—paper towels, dish towels, paper bags, cookbooks, and food packaging—away from the stove or other heat source. Keep your kitchen fire-safe.

Need Training?

Emergency management is a constantly-changing field. Whether it is keeping up with the latest technology, to working with stakeholders to develop plans, conducting successful floodplain management, performing damage assessments, managing debris after a disaster, helping our communities to recover, or just learning the fundamentals, there are plenty of options available to you. Here are some great opportunities for training that you may or may not know about.

Here is a listing of upcoming state sponsored training opportunities. These courses are free to attend, however, registration is required.

****Due to the current Coronavirus (COVID-19) situation, many of the previously scheduled courses have been cancelled. Please check <http://www.onlinelearning.wv.gov/dmapscm6> or contact Louis Gaunch at Louis.g.gaunch@wv.gov with any questions in regards to cancelled or rescheduled courses.****

Upcoming Local Training

There is currently no local in-person training scheduled for October.

Disaster Exercise Series 2020



Due to the current COVID-19 situation, the West Virginia Region 3 Exercise Planning Committee has recommended that we postpone the exercise series until the situation is more stable. The health and safety of the entire emergency management community is of utmost importance during this time and JCOHSEM agrees with this postponement. Planning and preparation for this exercise is still underway to ensure that, when the time comes, the series can commence as planned.

Typically, over the course of the year, a table top, functional, and full scale exercise will be held. 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.

If you or your organization is interested in participating in the 2020 exercise series when it is scheduled, please contact Stephen Allen at: sallen@jeffersoncountywv.org.

Online Federal Emergency Management Agency (FEMA) Training

FEMA offers a number of online courses at <https://training.fema.gov/emi.aspx>. From this training portal, anyone can take their online independent study courses for free. There are over 100 courses to choose from. You can also browse the schedules and information about their on-campus resident courses for those who are involved in emergency management in the federal, state, local or tribal governments.

JCOHSEM recommends the following FEMA Independent Study Courses. These courses are free and available online. After the course is completed an online test can be taken. Once the test is passed you will receive a completion certificate.

IS-366.A: Planning for the Needs of Children in Disasters

Course Description: The purpose of this course is to provide guidance for emergency managers and implementers of children’s programs about meeting the unique needs that arise among children as a result of a disaster or emergency. Much of the information in this course is based upon a document titled “The Unique Needs of Children in Emergencies: A Guide for the Inclusion of Children in Emergency Operations Plans,” published by Save the Children.

Primary Audience: The target audience for this course is local and state emergency managers and planners. Other individuals or groups that may benefit from taking this course include those directly involved with meeting the needs of children, such as the following: judges and other members of the state, county, and local governmental legal system, Voluntary Organizations Active in Disasters (VOADs), faith-based organizations, and other non-profits, child service agencies, child care providers, and schools.

Course Length: Approximately 6 hours

Course Link: <https://training.fema.gov/is/courseoverview.aspx?code=IS-366.a>

IS 522 - Exercising Continuity Plans for Pandemics

Course Description: This course is based on the pandemic continuity tabletop exercise Determined Accord. The course covers fundamental continuity principles and processes but is focused on the special continuity requirements for pandemics. Strategies such as telework and other social distancing strategies are described, as well, as special protection strategies for first responders, healthcare personnel, and others who have daily contact with the public.

Primary Audience: At the conclusion of this course, the students should be able to: relate the anticipated conditions and effects of a pandemic influenza to responders and communities, describe best practices for planning for and responding to a pandemic influenza, apply knowledge of the anticipated conditions and suggested practices to an activity, and develop next steps for pandemic planning within their agencies or communities.

Course Length: Approximately 8 hours

Course Link: <https://training.fema.gov/is/courseoverview.aspx?code=IS-522>

IS 909 - Community Preparedness: Implementing Simple Activities for Everyone

Course Description: Community members are the key to our nation’s preparedness and resilience. The purpose of this course is to present a model program for community preparedness. In addition, resource materials are available to help organizations conduct simple preparedness activities for everyone. By the end of this course, participants will be able to identify the definition of preparedness, describe the role of individual and household preparedness, and describe the purpose of community based preparedness activities.

Primary Audience: The primary audience for this course is the whole community including emergency management personnel and representatives of faith-based and nonprofit organizations.

Jefferson County Office of Homeland Security and Emergency Management-Committees

Steering Committee, John Sherwood, Chair

The Steering Committee works with the JCOHSEM director to guide the activities of JCOHSEM. A fourteen-member Steering Committee is made up of public and private representation. JCOHSEM 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 following the Local Emergency Planning Committee (LEPC) Meetings held on the third Wednesday of February, April, June, August, October, and December. Please call the office for exact dates, locations, and times.

Public Awareness, Education and Training Committee, Paula Marrone-Reese, 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 JCOHSEM's programs. They work with the director and other staff to keep the entire community focused on the objectives of JCOHSEM, 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. This committee is responsible in assisting the director in setting up speaking engagements and public awareness events. This committee meets monthly on the second Wednesday of the month at 0830 in the EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced.

All Hazards Mitigation Planning Committee, Mason Carter, Chair

Any interested person may serve on this committee. The All Hazards Mitigation Planning Committee examines the community's risks and vulnerability to all hazards and assess the community's vulnerability to those risks. An All Hazards Mitigation Plan was completed and adopted by the Jefferson County Commission, all Jefferson County municipalities, West Virginia Emergency Management Division of the West Virginia Department of Homeland Security (WVEMD) and FEMA in July 2003. The plan was updated in 2008 and 2013. The 2013 plan was approved by WVEMD and FEMA in June 2013 and the 2018 plan was approved in November 2018.

Counter Terrorism Committee, Stephen Allen, 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 counterterrorism or human-caused disasters. Meetings are held on the second 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 Stephen Allen at sallen@jeffersoncountywv.org

Times, dates, and places may need to be changed due to inclement weather, scheduling conflicts, or EOC activation. If you have questions, call the JCOHSEM office at (304) 728-3290.

**Jefferson County Office of
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**PUBLIC SAFETY;
PUBLIC TRUST**



The Jefferson County Commission's Office of Homeland Security and Emergency Management (JCOHSEM) 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 All Hazards Mitigation Planning; Public Awareness, Education and Training; Counter Terrorism; 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. JCOHSEM is also responsible for the Jefferson County R.A.C.E.S. group.

November Meetings & Events

- November 3—General Election—Office Closed
- November 11— Veterans Day Holiday—Office Closed
- November 26—Thanksgiving—Office Closed
- November 27—Day After Thanksgiving—Office Closed
- Sterling National Weather Service calls every Monday at 9 a.m.
- WV State weather calls on Mondays and Fridays at 10 a.m.
- WV Emergency Management Council calls each Thursday in November at 9 a.m.
- Conference calls Monday-Friday for the Jefferson County EOC Briefing
- All other committee meetings including the Public Awareness and Counter Terrorism meetings have been cancelled for the month of November.