



**Jefferson County Office of Homeland Security and Emergency Management**  
**28 Industrial Boulevard**  
**Kearneysville, WV 25430**  
**P. 304-728-3329**  
**Mobile: 304-279-8233**  
**F. 304-725-7916**  
[tmehling@jeffersoncountywv.org](mailto:tmehling@jeffersoncountywv.org)

Public Awareness Committee  
Sign In Sheet  
March 10, 2010

Print Name & Organization	Email	Phone	Sign In
Brown, Bill Association of Retired School Employees Assn.		725-5202	
Cates, Al AARP	striderbo2@aol.com	728-2929	<i>Al Cates</i>
Cates, Irene AARP	striderbo2@aol.com	728-2929	<i>Irene Cates</i>
Crabill, Collet Jefferson County Emergency Communications Center	ccrabill@jeffersoncountywv.org	728-3372	
Davis, Mike CERT Volunteer	mjdavis56@comcast.net	728-8108	<i>Mike Davis</i>
Davis, Patricia CERT Volunteer	patriciafdavis@comcast.net	(703) 851-3175	
Dunbar, Katherine Good Shepherd Caregivers	katherinednbr@yahoo.com	725-7366	
Evans, Shirley CERT	shirla0513@aol.com	725-1794	<i>Shirley Evans</i>
Grove, Amy Eastern Panhandle American Red Cross	sunnydazerhere@comcast.net	263-5241	

Jones, Amy Jefferson County Dept of Health	amybjones@wvdhhr.org	728-3308	
Levesque, Jeff Eastern Panhandle American Red Cross/ CERT	jeffsque@gmail.com	725-6850	
Maggio, Jennifer JCHSEM	jmaggio@jeffersoncountywv.org	724-8914	
Mehling, Terri JCHSEM	tmehling@jeffersoncountywv.org	728-3329	<i>Terri Mehling</i>
Miller, Barbara JCHSEM	bmiller@jeffersoncountywv.org	728-3290	
Mucher, Thomas 167 <sup>th</sup> Air Wing	Thomas.mucher@wvmart.ang.af. mil	616-5288	
Nilsen, Neal AskNeal	Neal@AskNeal.net	724-1056	
Osterman, Joe CERT Volunteer	josterman@citlink.net	725-1874	
Palmer, Debbi Eastern Panhandle American Red Cross/ CERT	Debbip123@aol.com	728-7157	
Panek, Frank Leetown Science Center	fpanek@aol.com fpanek@usgs.gov	724-4431 229-6865	
Panek, Claire	cepanek@aol.com	229-6865	
Pierce, Lucas Eastern Panhandle American Red Cross/ CERT	PierceL@usa.redcross.org	261-3516	
Rice, Tim 167 <sup>th</sup> Air Wing	Timothy.rice@wvmart.ang.af.mil	616-5314	
Soltow, Sarah Community Lutheran Partners	clp.inc@citlink.net	582-4264	
Stevens, David 167 <sup>th</sup> Air Wing	David.stevens@wvmart.ang.af.mil	616-5288	

Jefferson County Homeland Security & Emergency Management  
Public Awareness, Education & Training Committee  
March 10, 2010  
Agenda

I. Call to Order

II. Minutes of December 16, 2009 meeting

III. Old Business

1. Public Awareness Goals & Strategies 2010
2. Training and Exercise Calendar for 2010—If you have additional updates, please send!
3. NIMS Training in January for 700, 100, 200, and 800b. January 11 & 12, 2010 at CBP
4. General and Command Staff EOC Training on January 12
5. EOC Exercise, Saturday, January 23, 2010
6. New CERT Class started January 25
7. Business Continuity Workshops on February 2, 2010 – Holiday Inn Express – 2 sessions
8. Quarterly Partnership Luncheon – Charles Town Races & Slots Epic Buffet – February 3

IV. New Business

1. December 19 Snowstorm, 30 hour activation of EOC
2. February 5 – 16, EOC Activation for 2 snowstorms
3. Red Cross upcoming classes
4. NIMS 300 and 400 – 3/5-7 and 3/27-28
5. West Virginia Flood Awareness Week – March 15-19
6. Incident Command System/Emergency Operations Center Interface, G191 – March 16-17, Cacapon State Park
7. 2010 West Virginia Governor's Service Awards Nominations due March 31
8. Recommended EMI Course for January - IS-242 – Effective Communication
9. Recommended EMI Course for February – IS-235 – Emergency Planning
10. Recommended EMI Course for March – IS-271 – Anticipating Hazardous Weather and Community Risk

V. Member Sharing Time

VI. Adjournment

The next meeting of the Jefferson County Homeland Security and Emergency Management's Public Awareness, Education and Training Committee will be held on **Wednesday, April 14 at the Jefferson County EOC at 9:00 a.m.**



Jefferson County Homeland Security and Emergency Management  
Public Awareness Committee  
March 10, 2010  
Minutes

Jefferson County Homeland Security and Emergency Management's Public Awareness Committee met at the Jefferson County EOC on March 10, 2010 at 9am. Present were: Terri Mehling, JCHSEM; Mike Davis, CERT Volunteer; Al Cates and Irene Cates, AARP; and Shirley Evans, CERT Volunteer.

Introductions

Terri Mehling, JCHSEM Deputy Director opened the meeting with the request to approve the minutes from the December 16, 2009 meeting. Al Cates moved to approve and Mike Davis seconded the motion.

**Old Business**

Ms. Mehling provided an overview of changes and additions to the 2010 Public Awareness, Education & Training Strategy. She asked the committee if they needed more time to review the document or if the committee wanted to approve it as it stands. Mike Davis felt the document was complete and the committee should move forward with approval. The members agreed. Mr. Davis moved to approve the document and Irene Cates seconded the motion. All were in favor.

Ms. Mehling asked the committee that if they know of any upcoming training in the region to let JCHSEM know. She also gave a report on the NIMS training that was held in January. Ms. Mehling discussed the General and Command Staff EOC Training that was held at the JCHSEM office on January 12. It was extremely appropriate given the timing of current weather events. An EOC exercise was held on January 23<sup>rd</sup> which gave EOC staff the opportunity to set up their equipment and learn about the functions and responsibilities of other support groups that would be activated in a time of disaster.

Ms. Mehling gave a report on the CERT class that began January 25, 2010. The class has only had two classes and the session will resume on March 15 with graduation on March 31. There are 15 students in the class and several former students will attend some classes in order to complete their CERT training.

Barbara Miller and Neal Nilsen held two Business Continuity Planning Workshops on February 2<sup>nd</sup>. The daytime session was well attended but unfortunately snow began to fall and attendance was down for the evening session.

Ms. Mehling reported about the Quarterly Partnership Luncheon that was held on February 3<sup>rd</sup> at the Charles Town Races and Slots. Ms. Miller presented her annual report to those in attendance.

**New Business**

Ms. Mehling provided background and information on the snowstorms that occurred in December and in February. The EOC was activated for both storms. The February storms were major events and the EOC was open for 13 days. The National Guard and other support agencies assisted in the county's response to assist municipalities and citizens. It is hoped that President Obama will issue an emergency declaration which would free up funds for reimbursement of expenditures by all entities.

Ms. Mehling provided the group with copies of upcoming American Red Cross classes. She also provided information on upcoming NIMS 400 class at the end of March.

March 15-19 is West Virginia Flood Awareness Week and Ms. Mehling said she has prepared an email that will go out to CERT and committee members that provides information of tips and website links for additional information. The information is also being forwarded to the media contact list for publication in local newspapers.

Ms. Mehling announced State Training is now available to outside agencies. There is a class, Incident Command System/Emergency Operations Center Interface, G191 – March 16-17, Cacapon State Park Organizations/people will have to pay for this training themselves. If you meet the criteria you will be reimbursed for travel by the State and the class will be no charge.

Ms. Mehling discussed the 2010 West Virginia Governor's Service Awards Nominations due March 31. She provided the group with copies of the nomination forms and criteria.

Ms. Mehling announced the recommended EMI Course for March – IS-271 – Anticipating Hazardous Weather and Community Risk.

#### **Member Sharing**

Al and Irene Cates discussed AARP's involvement with Meals on Wheels and the Blizzard boxes they had put together and distributed. The boxes generally contain approximately four days of non-perishable food. There was a shortfall during the storms in February and that is of concern.

Mike Davis spoke of the yard waste debris that is a result of the storms and the possibility of fires as a result of careless burning by property owners.

The meeting was adjourned at approximately 9:45 a.m. The next meeting of the Public Awareness/Education/Training Committee will be on April 14, 2010 at 9:00 a.m. in the Emergency Operations Center located at 28 Industrial Blvd., Kearneysville.



*Eastern Panhandle Chapter  
AMERICAN RED CROSS  
1948 Wiltshire Road Ste#2  
Kearneysville, WV 25430  
(304) 725-5015*

Its that time again for our chapter to reach out to the volunteer instructors and ask for your help in teaching our Community Courses on the following dates so if you could please take a look at the class information below and sign up for any or all classes that you would be willing to teach I would be very grateful. All Berkeley County classes are held at 155 N Queen Street, Martinsburg and Jefferson County classes are held at 1948 Wiltshire Road. Please call me @ (304) 725-5015 or reply to your e-mail and I will put you into our schedule. Thanks for dedication to our chapter.

Date	Time	Course	Location
Jan 2	9am -5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
Jan 7	6pm-10pm	Adult CPR/AED	<a href="#">Berkeley</a>
Jan 9	9am-5pm	Community CPR and First Aid	<b>Jefferson</b>
Jan 11	6pm-10pm	Adult CPR/AED	<b>Jefferson</b>
Jan 14	6pm-10pm	Infant/Child CPR	<a href="#">Berkeley</a>
Jan 16	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
Jan 21	6pm-10pm	First Aid	<b>Jefferson</b>
Jan 21	6pm-10pm	First Aid	<a href="#">Berkeley</a>
Jan 25	6pm-10pm	Infant/Child CPR	<b>Jefferson</b>
Feb 4	6pm-10pm	Adult CPR/AED	<a href="#">Berkeley</a>
Feb 6	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
Feb 8	6pm-10pm	Infant/Child CPR	<b>Jefferson</b>
Feb 11	6pm-10pm	Infant/Child CPR	<a href="#">Berkeley</a>
Feb 13	9am -5pm	Community CPR and First	<b>Jefferson</b>
Feb 18	6pm-10pm	First Aid	<b>Jefferson</b>
Feb 18	6pm-10pm	First Aid	<a href="#">Berkeley</a>
Feb 20	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
Feb 22	6pm-10pm	Adult CPR/AED	<b>Jefferson</b>
Feb 27	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
March 4	6pm-10pm	Adult CPR/AED	<a href="#">Berkeley</a>
March 6	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
March 8	6pm-10pm	Adult CPR/AED	<b>Jefferson</b>
March 11	6pm-10pm	Infant/Child CPR	<a href="#">Berkeley</a>
March 13	9am-5pm	Community CPR and First Aid	<b>Jefferson</b>
March 18	6pm-10pm	First Aid	<b>Jefferson</b>
March 18	6pm-10pm	First Aid	<a href="#">Berkeley</a>
March 20	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>
March 22	6pm-10pm	Infant/Child CPR	<b>Jefferson</b>
March 27	9am-5pm	Community CPR and First Aid	<a href="#">Berkeley</a>

Thank you

*Crystal Moran*  
*Health and Safety Director*  
[cmoran@easternpanhandlearc.org](mailto:cmoran@easternpanhandlearc.org)

# OFFICIAL NOMINATION FORM

## IMPORTANT PLEASE READ

To be considered as a nomination, this form **MUST** be accompanied by a statement of 500 words or less and may also include five (5) pages of other supporting materials.

Four (4) copies of each nomination **MUST BE POSTMARKED**  
BY March 31, 2010  
or  
DELIVERED BY 5:00PM  
ON March 31, 2010 to:

Volunteer West Virginia  
Attn: 2010 Governor's Service Awards  
710 Central Avenue  
Charleston, WV 25302

## AWARD CATEGORY

Please indicate the appropriate category. A nominee may only be nominated in one category.

- YOUTH**
- Ages 6-11
  - Ages 12-14
  - Ages 15-18
- YOUNG ADULT (19-25)**
- ADULT (26-59)**
- SENIOR (60 and older)**
- NATIONAL SERVICE**
- LIFETIME ACHIEVEMENT**
- FAMILY**
- ORGANIZATION**

Please feel free to copy the  
Nomination Form.

 **Volunteer  
West Virginia**  
The State's Commission for National and Community Service

304-558-0111  
volunteerwv.org

## 2010 WEST VIRGINIA



Nominee's Name \_\_\_\_\_

Contact (if nominee is an organization) \_\_\_\_\_

Nominee's Age \_\_\_\_\_ Years of Operation (if nominee is an organization) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Daytime Phone \_\_\_\_\_

E-mail \_\_\_\_\_

### VERIFICATION

Please list three (3) references who can verify the scope and extent of the nominee's community service activities. This person should be familiar with the community service of the nominee and may not be the nominator, nominee or a relative of the nominee.

Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

### SUMMARY

Please provide a brief statement describing the nominee's voluntary community service activity.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nominator's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Relationship to Nominee \_\_\_\_\_

E-mail \_\_\_\_\_

**IS YOUR NOMINATION PACKET COMPLETE?**  
See the Nomination Checklist.