



February, 2013



Jefferson County Homeland Security & Emergency Management

www.jeffersoncountywv.org/homeland-security.html

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MEDIA DAY AT THE JEFFERSON COUNTY EOC ON FEBRUARY 20, 2013

Jefferson County Commissioners:

Dale Manuel, President

Walt Pellish, V. President

Patsy Noland

Jane Tabb

Lyn Widmyer

Jefferson County Homeland Security and Emergency Management Steering Committee:

John Sherwood, Chair

Lori Kelly, Vice Chair

Jeff Jeffries, Health Representative

Katherine Dunbar, Good Shepherd Inter-
Faith Caregivers

Mason Carter, Jefferson County Depart-
ment of Engineering

Jeffrey Polczynski, ENP, Jefferson County
Emergency Communications Center

Jane Tabb, County Commission Repre-
sentative

Kelly Parsons, Nichols, DeHaven & Associ-
ates

Ed Smith, Fire Representative

Jefferson County Sheriff

Chuck Ellison, Frontier Communications,
Utility Representative.

John Reisenwebber, Jefferson County
Development Authority

Sanford H. "Sandy" Green, Region 3 Home-
land 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

Kearneysville, WV—Jefferson County Homeland Security and Emergency Management will hold a MEDIA DAY at the Jefferson County EOC on February 20 from 1300-1500 hours. This event is for all Public Information Officers that serve for the EOC, Law Enforcement, Fire Departments, Emergency Services Agency, Jefferson County Schools, the Health Department, Jefferson Memorial Hospital, Red Cross, Municipalities, Utilities, and any other PIO that may be called upon during a disaster in Jefferson County. It is also for any media representatives that cover disaster events in Jefferson County, including those from Radio, TV, Newspapers, Magazines, etc. Additionally we will be talking about Social Media sites.

Media Day will serve as an opportunity for all of the local public information officers and the media representatives to get to know each other better and share information that may be needed if there is a reason to convene a Joint Information Center during a large event.

If you are a local PIO or member of the media who is interested in attending this event, contact Jessica Owens, JCHSEM's Public Information Officer at 304-724-8914.



ICS 300 & 400 Classes to be held in Martins- burg

RESA 8 will conduct the ICS 300 and 400 Classes at the Martinsburg Fire Department on February 20-22 from 0830-1630 each day. Garnett Gregory will be the instructor for the exercise.

To register for the course, go to www.resa8.org

SIGN UP FOR JEFFERSON COUNTY WEATHER ALERTS!

Take out your smart phone and text your zip code to 888777. Then text JCHSEM to the same number.

If you live in one area, but work in another, send an additional text to 888777 with the second zip code and IF that jurisdiction also uses NIXLE, you will receive text alerts from both areas.

If you also want to receive the alerts by email, go to the Jefferson County Government webpage at www.jeffersoncountywv.org. You will see recent Alerts on the left side. Scroll down to where you see "Sign Up Now" click and follow the directions.

Need help? Call Jessica Owens at 304-724-8914.



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

Jefferson County has been asked to participate in Operation Newton, the Veterans Administration Tabletop Exercise on March 14 and Full Scale Exercise on April 4, 2013 from Noon-1630 hours. 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, and 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's Administration.

Statewide Bluestone Dam Full Scale Exercise to be held on March 21, 2013

Evaluators being recruited at this time!

Emergency Operations Centers throughout most of West Virginia will be activated for the West Virginia Homeland Security and Emergency Management's Full Scale Bluestone Dam Exercise on March 21, 2013. The Eastern Panhandle Emergency Operation Centers held their Dam Exercise in 2012, so some of the Eastern Panhandle representatives will be acting as evaluators and controllers for this exercise. The state is still looking for additional evaluators for the exercise. Evaluators will need to complete training in Charleston on March 18-20, then relocate to their assigned area of responsibility. The state will reimburse travel expenses for the evaluator's participation in this exercise. Anyone interested in being an evaluator should contact Charles Bennett at 304-558-2930.

Emergency Power Surveys Help to Prepare County's Critical Infrastructure for Disasters

Jefferson County Homeland Security and Emergency Management is encouraging all critical facilities in Jefferson County to complete Prime Power Surveys of emergency power needs to facilitate generator installation during catastrophic emergencies.

These prime power surveys will determine power needs and electrical connection requirements at the 9-1-1 Center/Emergency Operations Center, the hospital, fire departments, police stations, the Emergency Services Agency, water plants and waste water treatment facilities, schools and buildings used as emergency shelters.

“The lesson we learned from previous disasters was not to wait until you need emergency power to determine the size of the generator and equipment needed to install it,” said Barbara Miller, Director of Homeland Security and Emergency Management. “Having this information pre-determined can significantly speed up efforts to provide emergency power during a wide-spread disaster.”

The results of the power surveys will be put into the county's emergency management files and placed in the WV Division of Homeland Security and Emergency Management's database for power needs. Having this information in hand will allow county and state emergency managers to more efficiently direct resources to restore electrical power to these critical facilities during a major disaster, such as a derecho, tornado, or ice storm.

“Whether these facilities already have a generator or not, we need to have the form completed. Critical facility operators can get a copy of the Prime Power Survey by emailing to either bmiller@jeffersoncountywv.org or tmehling@jeffersoncountywv.org or by calling JCHSEM at 304-728-3290. We hope to have the surveys completed and returned to us by the end of March.”



Business Continuity Plan Workshops Announced

Jefferson County Homeland Security and Emergency Management will be holding two Business Continuity Planning Workshops on Tuesday, February 26, 2013. The first will be from 1-4 p.m. and the evening session will be from 6-9 p.m.



The workshops will be taught by David Skeen, the WV State Continuity Planner; Barbara Miller, JCHSEM Director; and Neal Nilsen from AskNeal.com. These classes are free to Jefferson County businesses and organizations. All businesses, organizations, non-profits, and governments, should have a plan of how they will continue before, during and after power outages, and disaster events that strike their organization and/or their community. The workshop covers risks, threats, how to plan, and how to protect your computer hardware and software.

Business Continuity Planning (BCP) identifies an organization's exposure to internal and external threats and synthesizes hard and soft assets to provide effective prevention and recovery for the organization, while maintaining competitive advantage and value system integrity. It is also called business continuity and resiliency planning (BCRP). A business continuity plan is a roadmap for continuing operations under adverse conditions such as a storm or a crime. In the US, governmental entities refer to the process as continuity of operations planning (COOP).

Any event that could impact operations is included, such as supply chain interruption, loss of or damage to critical infrastructure (major machinery or computing/network resource). As such, risk management must be incorporated as part of BCP.

To sign up for one of the FREE Workshops, call Jessica Owens at 304-724-8914 or email to jowens@jeffersoncountywv.org

Attendees will receive a certificate for attending and a CD with additional BCP Resources.

Of all businesses that close down following a disaster, more than 43% never reopen, and an additional 29% close for good within two years. Unless you protect your business from natural and human caused disasters, you risk losing it altogether.....Source-Institute for Business and Home Safety

Bits and Pieces

If you are an Emergency Manager for a Government Agency, you can get a FREE subscription to Emergency Management Magazine. Go to <http://www.emergencymgmt.com/subscribe/>

You can choose to have a print copy delivered to your mail or a digital copy. You can also follow their posts on Twitter and Facebook:

Twitter @EmergencyMgtMag

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Or you can just go to their website at <http://www.emergencymgmt.com/>

February 24-March 3—32nd ESCAPE Conference at Pipestem State Park! Download the brochure and register at www.resa8.org Sponsored by RESA 1, Pipestem State Park, and WV Department of Education. Keynote to be delivered by Dave Sanderson-Miracle on the Hudson.

February 19-20—Rapid Assessment Training Workshop at Hawks Nest State Park. Register through your local emergency manager. Hotel reservations can be made to Hawks Nest by calling 304-658-5212.

April 9-May 2—C.E.R.T. (Community Emergency Response Team) Training at the Jefferson County EOC. For more information or to register for the course, contact Terri Mehling at tmehling@jeffersoncountywv.org

June 11-13 WV Emergency Management Council Conference on Wheeling Island in Ohio County. For additional information, contact the Conference Chair, Michael Wolfe, Director Monongalia County Emergency Management at 304-598-0301 or mwolfe@mecca911.org

Save the Date

May 8 - 11, 2013 Charleston, WV Civic Center

- Featuring nationally renowned instructors
- Registration open to all public safety professionals and volunteer firefighters
- Continuing education credits available
- Certified law enforcement training credits available
- Exhibit hall showcasing the latest public safety equipment and technology
- Special hotel rates available

wvsafetyexpo.com



JCHSEM Partnership Development Committee focuses on Faith-Based Partnerships

Members of the JCHSEM Partnership Development Committee met on Monday, January 28 at the Jefferson County EOC Conference Room to discuss ideas and strategies to expand the number of partnerships with community organizations. For 2013, the group will focus on partnerships and activities within the Faith-Based Community. A database is being developed of all congregations and organizations within the community, as well as, a database of faith-based organizations within West Virginia Voluntary Organizations Active in Disaster (WVVOAD). A list of ways that faith-based groups may be able to assist with before, during and recovering from a disaster is also being developed in preparation for the project.

Members of the Partnership Development Workgroup are currently working on FEMA's Independent Study Courses, IS-660 and IS-662, both about partnerships within the faith-based community with emergency management, and IS-909, which is about simple things that can be done in every community for preparedness. The group is trying to have the RCPG training, "Faith-Based Partners Training" and is waiting to hear from the WV Department of Military Affairs and Public Safety about the requested training. Speakers are also being identified to inspire members of the faith community to get involved.

"There are a variety of ways that our faith communities can become involved with our activities to help our community prepare for, respond to, and recover from large disasters. Some of these were seen last year during the June Derecho, such as providing cooling shelters, letting people that didn't have power to charge their cell phones, providing meals and cool drinks. We also have some of the faith community involved in our planning efforts. This project will allow us to expand upon the things that are already being done and help us to coordinate more, avoiding duplicate efforts. Anyone interested in this project is invited to participate. If you are interested in coming to the next meeting or getting involved, contact Jessica Owens at JCHSEM at 304-724-8914 or email to jowens@jeffersoncountywv.org

Public Awareness Committee Pulls Ad Hoc Committees Back Into Their Fold

Several years ago, the Public Awareness, Education and Training Committee appointed two Ad Hoc Committees that branched off of this committee for specific purposes. One was the Animals in Disaster Committee, that was charged with helping to develop an Animals in Disaster Plan. They went far beyond that in working with the regional Emergency Management Agencies to make it a Regional Animals in Disaster Plan covering the seven counties of the Eastern Panhandle. Eventually, a trailer with animal sheltering supplies was purchased with DHS grant funding by Jefferson County for the region. The other committee was the Emergency Planning for People with Special Needs Committee, who was charged with finding ways to get emergency public information out to people with special needs and to help get a module into the local CERT Class about Emergency Planning for People with Special Needs. Again, the group far exceeded expectations. Since both groups have completed their original tasks, JCHSEM is again pulling all of the group back under the umbrella of the Public Awareness, Education and Training Committee that will be chaired in 2013 by Kelly Parsons. Each month's agenda will continue to have items of interest about Animals in Disaster and Emergency Planning for People with Special Needs, as well as, the regular Public Awareness agenda items. This committee is open to all residents of Jefferson County who are over the age of 18. If you would like to be added to the committee, contact Terri Mehling, JCHSEM Deputy Director at 304-728-3329 or email to tmehling@jeffersoncountywv.org

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.

**Jefferson County Homeland
Security and Emergency
Management**

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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

February, 2013

- 4 JCHSEM Staff to visit the National Weather Service Office, Sterling (StormReady Activity)
- 7 HAM Radio Testing in the JCHSEM Ham Room 1730
- 8 Boy Scout Troop #6 visits the EOC to work on E-Prep Merit Badge
- 11 Meetings with J.H. Consulting and Organization Representatives to collect information for Local Emergency Planning Committee Plan.
- 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
- 18 Jefferson County Government is Closed for Presidents Day Holiday
- 19-20 Rapid Assessment Workshop at Hawks Nest State Park, WVDHSEM Course
- 20 Media Day at the Jefferson County EOC 1300-1500
- 20-22 NIMS ICS 300 and ICS 400 Classes at Martinsburg Fire Department www.resa8.org to register
- 26 Steering Committee Meeting at JCEOC at 0900
- 26 Business Continuity Planning Workshops (see page 4 of this newsletter)