



March, 2012

Jefferson County Commissioners:

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Frances Morgan

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John Sherwood, Chair

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Jefferson County Dept. of Health

Katherine Dunbar, Good Shepherd Inter-Faith Caregivers

Mason Carter, Jefferson County Department of Engineering

Jeffrey Polczynski, ENP, Jefferson County Emergency Communications Center

Dale Manuel, County Commission Representative

Kelly Parsons, Nichols, DeHaven & Associates

Ed Smith, Fire Representative

Bobby Shirley, Jefferson County Sheriff

Paul Espinosa, Frontier Communications, Utility Representative.

Lane Donley, Jefferson County Development Authority

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

Holly Morgan-Frye, Shepherd University Service Learning Program

Lorraine Kelly, American Red Cross

Staff:

Barbara Miller, CEM, CFM Director

Terri Mehling, Planner/Program Manager/Deputy Director

Jennifer Maggio, Administrative Assistant, Public Information Officer and Volunteer Coordinator

Jefferson County Government Holds Continuity of Operations Training and Tabletop Exercise in February

Charles Town— Jefferson County Government Department Heads and Elected Officials participated in a training workshop about Continuity of Government on February 17th at the Jefferson County EOC. The workshop, sponsored by Jefferson County Homeland Security and Emergency Management, was presented by David Skeen, WV Department of Military Affairs and Public Safety COOP Coordinator and Jeff Harvey and Doug Britvec of J.H. Consulting, LLC.



Continuity of Operations (COOP) is an effort to ensure the stability of essential functions during a wide range of potential emergencies and events. Today's changing threat environment and recent emergencies encompass the need for COOP capabilities and plans.

The purpose of Continuity of Operations Planning (COOP) is to describe how the governmental agencies of Jefferson County will operate in the event that an emergency threatens or incapacitates operations. A COOP plan provides the departments and agencies of Jefferson County a program for continuing operations following a disaster event whether natural, technological or man-made, and facilitates the performance of those departments and/or agencies essential functions during an emergency that may disrupt normal operations. The primary goal of tCOOP is to restore essential county functions at alternate sites within 12 hours of activation and having the ability to perform those functions for up to 30 days in accordance with applicable federal and state guidance.

The tabletop exercise presented scenarios requiring government offices to address the three (3) phases of COOP: activation and relocation, alternate facility operations and reconstitution.

Agencies that participated in the COOP Training and Exercise were: Homeland Security and Emergency Management, Emergency Communications, Sheriff's Department, Sheriff's Tax Office, Assessor's Office, County Clerk's Office, Circuit Clerk's Office, Prosecuting Attorney, Maintenance Department, Department of Planning and Zoning, Department of Engineering, GIS Department, Parks and Recreation, the Development Authority, and County Commissioner, Dale Manuel.



The update of the COOP, the training workshop and the exercise were funded by a U.S. Department of Homeland Security Grant, sub-granted by the West Virginia State Administrative Agency.



Skywarn Stormspotter FLOOD Program on March 13, 2012

The National Weather Service will teach a FLOOD Stormspotter Class at Independent Fire Company on March 13 at 1900 hours, sponsored by JCHSEM.

Jefferson County is a StormReady Community. As such, we partner with the National Weather Service Office in Sterling, VA to increase preparedness for natural hazard events. Part of our partnership includes hosting the SkyWarn Stormspotter Classes. We have been hosting these classes with the National Weather Service for many years.

You must pre-register for the class. To do so, call Terri Mehling at 304-728-3329 or email her at tmehling@jeffersoncountywv.org.



Shenandoah River Flood Stage is Lowered by the National Weather Service in Sterling

On Tuesday, March 13, 2012, the FLOOD STAGE on the Shenandoah River at Millville in Jefferson County will be lowered from 13.5 feet to 10.0 feet. Several roads along the river flood at levels around 10 feet. Lowering the FLOOD STAGE will provide transportation officials and local residents additional notice that these roads are expected to flood. This change will result in a modest increase in flood warnings at this location. The reach of this forecast point affects both Jefferson County, West Virginia and Clarke County, Virginia. Both counties will be warned when the new, lower flood stage is expected to be exceeded. Questions regarding this change should be directed to Jason Elliott, Senior Service Hydrologist for the National Weather Service, Sterling. Jason.elliott@noaa.gov or 703-996-2234.

"In recent years, JCHSEM staff has noticed that water is already across the road on both John Rissler Road and Bloomery Road prior to flood warnings being issued for the Shenandoah River. Contact was made with officials in Sterling about the issue and they responded to our request for them to take a look at the problem," said Barbara Miller, Jefferson County Homeland Security and Emergency Management Director. "This change will result in residents that depend on traveling those roads to have an earlier warning about water being across the road. We've seen too many people driving through standing water, without realizing how swift the current can be or realizing that the pavement may be washed away beneath the water. If drivers observe water on the road, they should turn around and not try to drive through it. I appreciate the National Weather Service's response to our request to study this problem and taking action to make sure that our residents get flood watches and warnings before the river inundates the roadway."



A vehicle drives through an already-flooded roadway in March, 2011 on Bloomery Road.

Eastern Panhandle Emergency Managers Learn about Jennings Randolph Lake Dam

The Eastern Panhandle Emergency Management Association learned about the Jennings Randolph Lake Dam on February 27 in Mineral County. The Lake/Dam is located on the Potomac River on the border of Garrett County, Maryland and Mineral County, West Virginia. Working with officials from the Dam, the seven counties of the Eastern Panhandle (Jefferson, Berkeley, Morgan, Hampshire, Hardy, Grant, and Mineral) and the EPA (Environmental Protection Agency), will participate in a Table Top Exercise



(TTX) this summer that will be followed by a Full Scale Exercise (FSE) on September 8, 2012. The exercises will be based on a scenario involving a breach of the dam and the effects of that on the West Virginia side of the Potomac River. In Jefferson County, members of the Jefferson County LEPC submitted ideas for target capabilities to be tested locally, as well as, a list of resources and/or plans that they wish to have tested during the exercises. Don McLaughlin and Chris Behr of the Environmental Protection Agency are in charge of developing and carrying out the exercises, as well as, writing the After Action Reports and Improvement Plans following the exercises. Local agencies that wish to participate in the exercises should contact Jefferson County Homeland Security and Emergency Management Director, Barbara Miller as soon as possible. Agencies from counties outside of Jefferson County who are interested in participating should contact the Emergency Manager of the County that they are in.

WV Floodplain Managers Association to Hold 4th Annual Conference at Canaan Valley Institute May 14-15

Working Together for Safer Communities

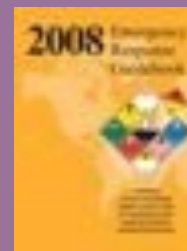
Where: Canaan Valley Institute Research and Education Center, Davis, West Virginia

When: May 14 & 15, 2012

The West Virginia Floodplain Management Association helps mitigate the losses, costs, and human suffering caused by flooding while enhancing the protection and natural beneficial functions of floodplains. The fourth annual conference will bring together floodplain managers from throughout West Virginia and the eastern US. Participants can expect to expand their knowledge and abilities in preventing the loss of life and property from flooding. West Virginia is particularly vulnerable to floods, and will continue to suffer significant losses; prevention is the key to reducing these losses. Participants can also expect to network with others interested in floodplain management and enjoy the outdoors in the beautiful Canaan Valley area.

For more information, go to http://www.canaanvi.org/canaanvi_web/events_ed.aspx?collection=calendar_of_events&id=670

Emergency Response
Guidebook Training on
March 5, 2012



Bob Jaffin of Boston University will teach an ERG Class at the Jefferson County EOC on March 5 at 7:00 p.m. All class participants will receive a copy of the 2008 ERG Book. To register, contact Terri Mehling at tmehling@jeffersoncountywv.org or call 304-728-3329.

JCHSEM Recommended Training for March:
FEMA Independent Study Course: IS-366, Planning for the Needs of Children in Disasters. FEMA Independent Study Courses are FREE and anyone can take them. To complete this on-line class, go to: <http://training.fema.gov/EMIWeb/IS/is366.asp>

UPCOMING EXERCISES

There are many opportunities this year for agencies and departments to participate in exercises. Below is a list that our County will be involved with during 2012. If your agency or group is interested in participating in any of the exercises below, please contact JCHSEM as soon as possible. Those agencies and volunteers that serve in the EOC will be contacted to serve in the full scale exercises that involve their emergency function. Exercises are designed to test plans, procedures, and resources in a safe learning environment.

January

Regions 8 & 9-WV Hospital Association Exercise—COMPLETE

WV Department of Agriculture Workshop/Seminar-Avian Flu Scenario-COMPLETE

February

167th Air Guard TTX-Active Shooter Scenario-COMPLETE

County Government Continuity of Operations-Workshop/Seminar-COMPLETE

County Government Continuity of Operations-TTX-COMPLETE

EPA/Corp of Engineers-Jennings Randolph Lake Dam REGIONAL-Workshop/Seminar-COMPLETE

March

28-National Capitol Region-Mass Dispensing Full Scale Exercise. For further information, contact Sandy Hite, Threat Preparedness Coordinator for Jefferson County Department of Health.

April

30-Jefferson County LEPC Table Top Exercise. Hazardous Materials/Commodity Flow scenario. For further information, contact Barbara Miller, JCHSEM. Planning for this exercise is being done by J.H. Consulting, LLC. All Jefferson County response agencies, members of the LEPC, and other interested agencies are invited and encouraged to participate.

July

Date/Place TBA-EPA/Corp of Engineers-Jennings Randolph Lake Dam REGIONAL Table Top Exercise. This will include the counties of: Jefferson, Berkeley, Morgan, Hampshire, Hardy, Grant, and Mineral. This exercise involves a breach of the DAM that will bring heavy flooding to the communities along the Potomac River. Please contact your local emergency manager in your county if you are interested in participating. Planning for this regional exercise is being done by the EPA-Don McLaughlin and Chris Behr.

September

8-EPA/Corp of Engineers-Jennings Randolph Lake Dam REGIONAL Full Scale Exercise. This will include the counties of Jefferson, Berkeley, Morgan, Hampshire, Hardy, Grant, and Mineral. This exercise involves a breach of the DAM that will bring heavy flooding to the communities along the Potomac River. Please contact your local emergency manager in your county if you are interested in participating. Planning for this regional exercise is being done by the EPA-Don McLaughlin and Chris Behr.

*Other exercises will be considered as they are presented.

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.

Animals in Disaster Committee, Kelly Parsons, Chair

Any interested person can serve on this committee. The Animals in Disaster Committee is responsible for developing and updating the Animals in Disaster Plan and to work with the JCHSEM to make recommendations regarding the Animals Annex of the Emergency Operations Plan. They will also identify potential resources for animals before, during and after a disaster. The committee meets on the 3rd Monday of the months of January, April, July, October at 9:30 a.m. in the JCHSEM EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced.

Emergency Planning for People with Special Needs Committee-Amy Jones, Chair

Any interested person can serve on this committee. The Emergency Planning for People with Special Needs Committee is responsible for training and planning for issues of people who have mobility problems, people who have sight or hearing problems, people who speak a language other than English as their first language, the elderly and the very young, people who use oxygen or other medical devices and anyone who may need special assistance during times of disasters and/or evacuations. This committee will work with the JCHSEM to update the portion of the Emergency Operations Plan that deals with these special needs. This committee meets on the 3rd Monday of the months of March, June, September, and December at 9:30 a.m. in the JCHSEM EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced. This room IS handicapped accessible.

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 on the 2nd Wednesday of each month except December at 8:30 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 9:30 a.m. 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 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. Next update in 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 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 either bmiller@jeffersoncountywv.org or tmehling@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**

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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; Emergency Planning for Special Populations; Public Awareness, Education and Training; Counter Terrorism; Partnership Development and Retention; Animals in Disaster, and a Steering Committee that acts as an advisory group. We are responsible for the Citizen Corps/CERT, Storm-Ready, Community Rating System, and Project Impact programs. JCHSEM is also responsible for the Jefferson County R.A.C.E.S group.



Meetings & Events

March 2012

- 1 HAM Radio Testing at Jefferson County HAM Room, 1730 (5:30 p.m.)**
- 5 Emergency Response Guidebook Training at Jefferson County EOC at 1930. Must pre-register to attend.**
- 11-17 Flood Awareness Week**
- 13 Flood Stormspotter Class at Independent Fire Company at 1900. Must pre-register to attend.**
- 13 Counter Terrorism Committee at 1400 at Harpers Ferry National Historic Park**
- 14 Public Awareness, Education and Training Committee at 0830 (8:30 a.m.) at the Jefferson County EOC Conference Room.**
- 19 Emergency Planning for People with Special Needs Committee at 9:30 a.m. at the Jefferson County EOC Conference Room.**
- 20-21 Emergency Planning for Schools at North Bend State Park, Cairo, WV Sponsored by WV Division of Homeland Security and Emergency Management. For further information or to register, contact State Training Officer, Herb Lattimore at 304-558-5380 or Barbara Miller at 304-558-5380.**
- 27 Jefferson County Homeland Security and Emergency Management Steering Committee meeting at the Jefferson County EOC at 0900 (9:00 a.m.)**
- 28 Jefferson County Health Department Full Scale Mass Dispensing Exercise. For more information, contact Sandy Hite at 304-728-3312.**