

**Jefferson County Homeland Security & Emergency Management
Public Awareness, Education & Training Committee
Minutes
April 8, 2015**

The Jefferson County Homeland Security and Emergency Management (JCHSEM) Public Awareness, Education, and Training Committee met at the Jefferson County EOC on Wednesday, April 8, 2015 at 0830 hours. Those present were Katherine Dunbar, Chairman, Good Shepherd Interfaith Caregivers; Sandy Green, WVDHSEM Region 3 Liaison; Jeff Jefferies, WVU Healthcare-Jefferson Medical Center; Barbara Miller, JCHSEM; Delegate Jill Upson, West Virginia House of Delegates; Brandon Vallee, JCHSEM; and Annie Wheat, Ameriworks.

Ms. Dunbar, Chair, called the meeting to order at 8:38 am.

I. Old Business

1. Red Cross Update
 - a. Ms. Miller stated that the Eastern Panhandle and River Valley Chapters of the American Red Cross have merged into the Northeast West Virginia Chapter.
 - b. Ms. Miller reported that Karen Allen said the final interviews for the Disaster Services position have been completed. The Disaster Services Specialist will cover seven counties in the Eastern Panhandle and will be stationed in Jefferson County.
2. Basics of Floodplain Management Course
 - a. Ms. Miller stated that L-273 Floodplain Manager Training occurred at the Quality Hotel & Conference Center in Harpers Ferry, March 23-26, 2015. This training was taught by FEMA and was offered through WVDHSEM – Mitigation Division.
 - b. Ms. Miller informed the committee that after the first day of training, the class went on a ranger-led tour of Harpers Ferry National Historic Park in order to learn about the history of flooding in the park.

II. New Business

1. Goals & Strategies DRAFT
 - a. Ms. Miller asked the committee to approve the 2015 Public Awareness, Education, and Training Goals & Strategies document. Ms. Wheat moved to approve the document, Mr. Jefferies seconded the motion. All approved.
2. April's Independent Study Course
 - a. Ms. Miller stated that each month, there is a recommended FEMA Independent Study Course for committee members to take. April's course is IS-322, Flood Mitigation Basics for Mitigation Staff.
3. WV Homeland Security Region 3 Table Top Exercise (TTX)
 - a. Ms. Miller stated that the WV Homeland Security Region 3 TTX will be April 22, at Berkeley County Sheriff's Department.
4. WV Council of Churches
 - a. Ms. Miller stated that the WV Council of Churches will be holding a Disaster Spiritual Care Training on April 28-29 in Martinsburg, WV. There will be five other trainings held across the state. More information about the training and how to register for the training is available in the JCHSEM April, 2015 Newsletter.
5. America's PrepareAthon!

- a. April 30th is America's PrepareAthon! Across the country, communities will be helping the public to become more prepared. During the months of April and May, JCHSEM will be participating in several outreach and preparedness events to promote PrepareAthon! First, JCHSEM will be participating in a Table Top Exercise on April 22nd. Second, JCHSEM will be hosting a Quarterly Partnership Meeting on April 29th. Finally, JCHSEM will be participating in Pet Preparedness Day on May 9th.
6. JCHSEM Quarterly Partnership Meeting
 - a. Ms. Miller said that the next JCHSEM Quarterly Partnership meeting will be held at the U.S. Fish and Wildlife Service's National Conservation Training Center on Wednesday April 29, 2015. Karen Allen, of the West Virginia Red Cross, will be the speaker and will be talking about volunteerism and changes within the Red Cross. Lunch costs \$9.00 per a person and visitors will park in the orange lot. Registration for the luncheon is to Mr. Vallee.
7. Volunteer Opportunities
 - a. Ms. Miller identified several volunteer opportunities during the summer. Those events include: Disaster Ready Kids Program, National Pet Preparedness Day at Petco on May 9th, and Bark in the Park at Jefferson Memorial Park, Charles Town on June 6th. Ms. Miller requested that committee members interested in volunteering to contact her or Mr. Vallee.
 - b. The National Pet Preparedness Day event will run from 1000 to 1600 hours. Volunteers and staff will talk about the importance of having a disaster supply kit for everyone in the family, including pets.
 - c. The Disaster Ready Kids program runs from May 1 to September 30 and works with children's groups all over the county. There are approximately 5 volunteers who assist with the program. Ms. Miller stated that this year JCHSEM will be focusing on using Mimi Mouse Learns to Prepare for Emergencies DVD and associated materials.
8. 2015 LEPC's Mass Fatalities Conference
 - a. Ms. Miller said that the Jefferson County LEPC's 2015 Mass Fatalities Conference will be held on October 27 and 28 at The Clarion Hotel and Conference Center in Shepherdstown. Interested committee members can register for the conference by using the following link: <https://www.eventbrite.com/e/2015-mass-fatalities-conference-tickets-15444450768>

III. Member Sharing Time

Ms. Wheat stated that Ameriworks is still looking for places to host volunteers.

Delegate Upson stated that if the committee needs legislative research done, she would be willing to contribute. Delegate Upson inquired about the Disaster Ready Kids program and requested to become a volunteer.

Mr. Green stated that Tucker County is holding its T.A.C.T.I.C.S. (Tucker All Hazards Conference Training In Canaan) training weekend on May 1-3. He stated that there will be a Public Information Officer Course being taught that weekend. Committee members interested in T.A.C.T.I.C.S. should contact Mr. Green.

Mr. Jefferies stated that WVU Healthcare Jefferson Medical Center is looking for Decon Training for its staff. He stated that he is reaching out to local fire departments to conduct the training and it will be held within the next 1 to 2 months.

Ms. Dunbar stated that Good Shepherd Interfaith Caregivers is looking for volunteers to assist with its various programs. Ms. Dunbar recommended that committee members bring a friend, colleague, or anyone interested in volunteering to the next meeting.

Ms. Miller stated that Amy Wellman, Jefferson County Council on Aging, is interested in getting involved in the committee. Ms. Miller said that on Tuesday, April 14th, she will be meeting with the United Way to talk about disaster planning. Ms. Miller stated that on Thursday, April 16th, she will be meeting with the Jefferson County Commission to recommend a candidate for the Deputy Director / Planner / Program Manager position.

IV. Adjournment

- a. Ms. Dunbar adjourned the meeting at 9:19 am. The next regularly scheduled meeting of the Jefferson County Homeland Security and Emergency Management Public Awareness, Education, and Training Committee will be on Wednesday, May 13 at the Jefferson County EOC at 0830.