

Jefferson County Homeland Security & Emergency Management
Public Awareness, Education & Training Committee
November 18, 2015
Minutes

The Jefferson County Homeland Security and Emergency Management (JCHSEM) Public Awareness, Education, and Training Committee met at the Jefferson County EOC on Wednesday, November 18, 2015 at 0830 hours. Those present were Clair Brendel, American Red Cross; Katherine Dunbar, Chairman, Good Shepherd Interfaith Caregivers; Michael Godwin, WVU Healthcare – Jefferson Medical Center; Sheri Hoff, Jefferson County School District; Barbara Miller, JCHSEM; and Brandon Vallee, JCHSEM.

Ms. Dunbar, Chair, called the meeting to order at 8:45 am. Ms. Hoff moved to approve the July 8 minutes. All approved.

I. Old Business

1. 2015 Emergency Operations Plan
 - a. Ms. Miller stated that JCHSEM staff have distributed the 2015 EOP.
2. LEPC's Propane Risk Assessment
 - a. JCHSEM staff are in the process of distributing the Propane Risk Assessment to responder agencies and other stakeholders.

II. New Business

1. County Social Media numbers
 - a. Mr. Vallee reported figures for the JCHSEM social media accounts. As of November 18, Nixle had 1,267 registered users with 1,089 signed up to receive text messages and 683 signed up to receive emails. The JCHSEM Facebook page has 1,599 followers and the JCHSEM twitter account has 126 followers.
2. County Website
 - a. Ms. Miller mentioned that the County Website migration has been completed.
3. Community Rating System (CRS)
 - a. Ms. Miller said that the annual recertification documents for CRS are due on Wednesday, November 25, 2015. The recertification process includes documenting 18 mitigation and preparedness activities that Jefferson County does. The end result is that flood plain insurance for individual policy holders is reduced. Currently, Jefferson County is a rated class eight community which provides a 10% discount for policy holders.
4. Winter Weather Awareness Week
 - a. Ms. Miller stated that Winter Weather Awareness Week for West Virginia is November 29 - December 5. She reminded committee members that municipalities will only be reimbursed for winter activities if the storm is record setting. The last record setting winter storm occurred in February 2010.
5. Skywarn Stormspotter Winter Storm Class
 - a. On Thursday, January 28 at 1900 hours, the National Weather Service will be teaching a Winter Storm Spotter Course at Independent Fire Company, sponsored by JCHSEM.
6. AWR-308 Natural Disaster Awareness for Caregivers of Senior Citizens

- a. On Tuesday, December 8 at 0800 hours, the WVDHSEM will be teaching a Natural Disaster Awareness for Caregivers of Senior Citizens at the Hardy County EOC located at 157 Freedom Way, Moorefield, WV 26836. Registration for the course can be done through CourseMill.
7. AWR-310 Natural Disaster Awareness for Community Leaders
 - a. On Tuesday, December 8 at 1200 hours, the WVDHSEM will be teaching a Natural Disaster Awareness for Community Leaders at the Hardy County EOC located at 157 Freedom Way, Moorefield, WV 26836. Registration for the course can be done through CourseMill.
8. November's Independent Study Courses
 - a. Ms. Miller stated that each month, there is a recommended FEMA Independent Study Course for committee members to take. November's course is IS-15B: Special Events Contingency Planning for Public Safety Agencies
 - b. IS-15B link: <https://training.fema.gov/is/courseoverview.aspx?code=is-15.b>
9. High Path Avian Influenza (HPIA)
 - a. Ms. Miller stated that HPIA preparedness and response training is being conducted statewide by West Virginia Department of Agriculture. While the virus has not been detected in West Virginia, it has been detected in poultry flocks in surrounding states, specifically Ohio and Kentucky. Ms. Miller mentioned that once the virus is detected in the state, identification and monitoring of flocks within the state will begin.
10. Live Process Training
 - a. Ms. Miller stated that Live Process is being taught by webinars for hospitals and emergency management staff by WV Hospital Association. Mr. Godwin stated that the program is currently used by WVU Medical Center in Morgantown.
11. WV Source Water Protection, Preparedness, and Response Table Top Exercise (TTX)
 - a. On Thursday, November 19 at 0800 hours there will be a WV Source Water Protection, Preparedness, and Response TTX at Byrd Health Services in Martinsburg, WV. The TTX is designed for first responders and water providers. There will be an optional session with SWAP Potomac Partnership from 1300 to 1600 hours.
 - b. Ms. Miller noted that there are three other sessions across the state. Those locations and dates are:
 - i. November 17 in Tridelfia, WV.
 - ii. Dec 8 in Charleston, WV.
 - iii. Dec 9 in Williamson, WV.
 - c. Ms. Miller stated that all water providers must have a plan to provide water if their water systems are contaminated, they must be able to detect water contamination, and must be able to notify their customers.
12. Holiday Mail for Heroes Campaign
 - a. Ms. Brendel reported that November 17, the American Red Cross held a card signing party for the Holiday Mail for Heroes campaign. She estimated that 1,000 cards were signed at the party. Ms. Brendel stated that the cards will be donated to veterans, active duty military, and military families across the Eastern Panhandle. The American Red Cross is accepting cards until the end of November.
13. The American Red Cross is actively seeking additional volunteers
 - a. Ms. Brendel reported that the American Red Cross is actively seeking volunteers and is aiming to have five to ten volunteers per each county in the region. She requested committee members

who are interested in volunteering or know someone who is interested in being a volunteer to contact her about the opportunity.

- b. Ms. Brendel stated that Northeastern West Virginia Chapter of the American Red Cross has a new program manager, Jessie Kozel. Ms. Miller recommended that Ms. Kozel attend the EM Council meeting in Grant County on Friday, December 4.
14. WV Homeland Security Region 3 Clandestine Chaos Exercise
 - a. Ms. Miller stated that the full scale exercise was held on September 19 in Jefferson, Berkeley, and Hardy Counties. The remainder of the WV Homeland Security Region 3 completed their full scale exercise on Saturday, November 14, 2015. Ms. Miller expects to receive the After Action Report from the exercise within the next 30 days
 15. Jefferson County LEPC Mass Fatalities Conference
 - a. Ms. Miller stated that the Jefferson County LEPC will be hosting a Mass Fatalities Conference at the Clarion Hotel and Conference Center in Shepherdstown on March 22 and 23, 2016.
 - b. Committee members who are interested can register for the conference using this link: <https://www.eventbrite.com/e/2015-mass-fatalities-conference-tickets-15444450768>
 16. 2016 Exercise Series
 - a. Ms. Miller requested that committee members provide feedback for the 2016 Exercise Series. Committee members should determine what capabilities need to be tested, whether it be a new policy, equipment, plan, or procedures. The purpose is to wrap as much as possible into one exercise
 17. NIMSCAST Reports
 - a. Ms. Miller reported that the NIMSCAST reporting tool is due to Chuck Bennet, State NIMS Coordinator, by December 15.
 18. Newsletters
 - a. Ms. Miller checked with committee members to see if they are registered for the monthly JCHSEM newsletter.
 19. CERT training
 - a. Ms. Miller reported that Sandee Niles will be attending the Emergency Management Institute (EMI) in December to complete Community Emergency Response Training (CERT) program manager and train the trainer course. Ms. Miller stated JCHSEM is looking to have CERT courses in late winter / early spring.

III. Member Sharing Time

- a. Ms. Dunbar reported that Shepherd Interfaith Caregivers are actively seeking volunteers, including transportation. Ms. Hoff recommended to Ms. Dunbar to reach out to the Jefferson County School District to utilize their buses for Good Shepherd. Ms. Miller stated that the WV National Guard can be utilized for transportation during an emergency if it is a declared disaster.
- b. Ms. Hoff stated that the Jefferson County School District (JCSD) appointed a new Superintendent, Bondy Shay Gibson, over the summer. She stated that JCSD is waiting for MoUs over the use of school buildings during a disaster. Ms. Miller stated that the County Commission will be approving and signing the MoUs on Thursday, November 19.
- c. Mr. Godwin stated that Amanda Bock, WVU Healthcare, should have the MoUs signed on behalf of WVU Healthcare – Jefferson Medical Center.

- d. Ms. Miller reminded committee members that in light of the recent Paris terrorist attacks, that they should report anything suspicious to the authorities. “If you see something, say something.”

IV. Adjournment

Ms. Dunbar adjourned the meeting at 0934 hours. The next meeting of the JCHSEM Public Awareness, Education and Training Committee will be held on Wednesday, January 13, 2016 at 0830 in the Jefferson County EOC.