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Jefferson County Homeland Security and Emergency Management Steering Committee/Citizen Corps

September 25, 2012

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**Jefferson County Homeland Security and Emergency Management
Steering Committee
Agenda
September 25, 2012**

- I. Call to Order, Welcome
- II. Minutes of August, 2012 Meeting
- III. Old Business
 - 1. Regional Full Scale Exercise that was held on September 08, 2012
 - 2. Public Assistance from FEMA and other after-storm information
 - 3. Credentialing Update
 - 4. Resilient Neighbor Network Update
 - 5. LEPC/SERC Conference in Morgantown report
 - 6. WAGIN (Western MD Interoperability) Conference report
- IV. New Business
 - 1. 2013 Multi-Jurisdictional Risk Assessment and Mitigation Plan w/THIRA kick off meeting and subsequent meeting.....Terri
 - 2. New Media personnel at The Journal
 - 3. NIXEL
 - 4. October is Fire Prevention Month-“Have 2 Ways Out”
 - 5. Director attended first course of EMI’s Emergency Manager Leadership Academy
 - 6. Mass Fatalities Plan/Mass Fatalities Conference update...Sandy Hite
 - 7. Family Disaster Preparedness Night on Wednesday, September 26,2012
 - 8. The All Hazards Consortium (AHC) Transportation Evac Plan Meeting 9/28/12
 - 9. Regional Long Term Recovery Group with WV VOAD
 - 10. First Energy Presentation to Emergency Responders on October 2 at ESA
 - 11. Training and Exercise Meeting on October 2 in Morgantown
 - 12. RIC (Regional Interoperable Committee) Update.....Jeff Polczynski
 - 13. Regional Area Liaison Report.....Sandy Green
 - 14. Update on the replacement of the AA/PIO/VC position
- V. Member Sharing Time
- VI. Adjourn

The next meeting will be the Quarterly Partnership Meeting in October. Watch for details in your newsletter

**Jefferson County Homeland Security and Emergency Management
Steering Committee/Citizen Corps Committee
September 25, 2012
Minutes**

The Jefferson County Homeland Security and Emergency Management Steering Committee/Citizen Corps Committee met at the Jefferson County EOC on September 25 at 0900 hours. Those present were: Katherine Dunbar, Good Shepherd Inter-Faith Caregivers; Sandy Hite, Jefferson County Department of Health; Ed Smith, Independent Fire Company; Lori Kelly, American Red Cross; Jeff Polczynski, Jefferson County Emergency Communications Center; Mason Carter, Jefferson County Department of Engineering; Sandy Green, WV Homeland Security Region 3 Area Liaison; Terri Mehling, JCHSEM Deputy Director; and Barbara Miller, JCHSEM Director.

Upon a motion by Mason Carter, seconded by Katherine Dunbar, the minutes of the August, 2012 meeting were approved as presented.

Old Business:

Those who participated in the September 8 Full Scale Exercise reported on their experiences with the exercise. No AAR has been received yet from the Environmental Protection Agency (EPA), who conducted the exercise for WV Homeland Security Region 3.

Director Miller reported on the Public Assistance that is being requested from various agencies in the county. Christopher Goforth is the FEMA representative assigned to Jefferson and Berkeley Counties. He is gathering the last of the information for all agencies, as the deadline approaches.

A credentialing kiosk has been installed in Jefferson and four other counties in WV Homeland Security Region 3. Jefferson County also received three handheld units and three bio-metric readers. All of this equipment was paid for by a regional homeland security grant that is being managed by Mineral County Commission. In looking forward, Director Gianato is working on the final piece of the management station and a location to house that. The credentials will be issued to agencies that have good state-wide databases in place first, such as Emergency Management and EMS, Law Enforcement. Director Gianato advised at the state LEPC meeting that there is no good statewide database of firefighters in place, so this will have to be built and will take longer for firefighters to become credentialed.

Director Miller gave an update on the Resilient Neighbor Network. There are now ten pilot communities as a part of the network. Ms. Miller is the appointed representative, with Ms. Mehling and Mr. Sherwood appointed as alternates from our community. The RNN is currently working on community profiles for each community and recently established a website and a Facebook page. The RNN is highly geared towards mitigation activities.

A report was given on the LEPC/SERC Conference that was held in Morgantown in September. It was attended by Director Miller, Ms. Hite, and John Mills, Chairman of the Jefferson County LEPC from Jefferson County. Sandy Green, our Area Liaison also attended the conference.

A report was given on the WAGIN (Washington, Allegany, Garrett Interoperable) Conference that was held at Rocky Gap State Park in Maryland. It was attended by Mr. Polczynski and Ms. Miller from Jefferson County.

New Business:

Ms. Mehling gave a report on the Multi-jurisdictional Risk Assessment and Mitigation Plan kick off and subsequent meeting. The next meeting is scheduled for October 23 at the EOC and will focus on goal setting and projects for the 2013 plan. All agencies are encouraged to be at these meetings and she stressed that it is vitally important that all of the municipalities attend and participate in the planning process.

Ms. Miller reported that The Journal has a new reporter for Jefferson County. Her name is Michelle Horst and she can be reached at the Charles Town office of The Journal.

Director Miller reported that she is working to get NIXEL set up for the EOC to send out alert messages to the public when the EOC is activated.

October is Fire Prevention Month and this year's theme is "Have 2 Ways Out!" Fire Prevention Month is sponsored annually by the NFPA (National Fire Prevention Association). Local fire departments will be participating in Fire Prevention Month with a variety of activities.

Director Miller reported on her attendance and participation in the Emergency Management Institute's Emergency Manager Leadership Academy. This is a Pilot Course that will feature four weeks at the FEMA EMI over an 18-month period. The members of the course have work to complete between sessions, which include team activities. Members of her group are from WV, TX, and MI.

Ms. Hite reported on the Mass Fatalities Planning that is being sponsored by the Jefferson County Department of Health. They recently hired J.H. Consulting to assist them with their planning efforts. The plan will be completed in 2013.

Ms. Hite also reported on the Mass Fatalities Conference that is being planned by the Jefferson County LEPC for October 29/30, 2013. She has secured Dr. Carson, WV State Medical Examiner as one of the featured speakers for the event. Dr. Carson participated with the Flight 93 recovery efforts in Shanksville, PA after 9-11. Additionally, Gary Cagel will also be one of the featured speakers. Mr. Cagel supported the mass fatalities effort in Haiti after the Earthquake. Vendors secured to date are Zumro, and another vendor that Ms. Hite met at the LEPC conference. Sandy Green suggested approaching CLOROX as a potential vendor. Sandy Hite is also talking to someone (Bob) at the DMORT team from

FEMA. The State Health Department may have some additional funding for the conference around that time period. She would also like to get someone to speak about a Family Assistance Center during a mass fatalities incident.

Mr. Polczynski gave a RIC update. (Regional Interoperable Committee). He reported that we will be undergoing an upgrade to our communications system on October 17th. This will include the replacement of consoles. Site trunking will occur. He also is teaching a radio programming class and teaching people to do code plugs. Brook, Mark Pangle, Larry Willingham, Bill Schwitzer, and Collet Crabill are learning how to program. They will need to pull in all portable radios to reprogram them. Mandatory pre-bid meeting for CAD was held on Sept. 14th and need to be back in my October 12. Jeff will add Ed Smith to his CAD Evaluation Committee. Loudoun County issues are still not resolved.

Director Miller gave information about Family Disaster Preparedness Night that will be held on September 26, 2012 at Independent Fire Company.

There was a discussion about an invitation received by the local sheriff, the fire chiefs, and the emergency management director. The All Hazards Consortium has hired a contractor to prepare a transportation plan. It was noted that none of this groups plans are syncing with the local plans. Director Gianato said that he told them they need to work through his office.

Mr. Green reported on the Long Term Recovery Groups that are being formed around the state. Each county will identify 2-3 people to serve on an Unmet Needs Committee that will assist people/families with unmet needs.

First Energy will be giving a presentation about First Responder Safety Training at Citizens Fire Company on October 2, 2012 at 7 p.m. There will be a second meeting on October 25 at 1400 hours. Charlene Gilliam will be showing a CD with Ms. Miller and Ms. Mehling today regarding First Energy.

There will be a training and exercise meeting on October 2 in Morgantown at the Red Cross office. This is a requirement by FEMA for everyone who receives funding from EMPG. Everyone who gets paid with EMPG funding needs to be at this meeting.

Regional Liaison Report: Mr. Green reported on the credential card. Director Gianato wants people to start thinking of these as a Citizen Benefit Card and hopefully someday it will be under the DMV. It should be thought of in this light instead of just an emergency responder card. He also emphasized the security of the information that will be on the cards.

Director Miller gave an update on the PIO/Administrative Assistant/Vol. Coordinator position.

Member Sharing:

Ms. Kelly shared that the Red Cross is going through changes in structuring again. She will be responsible for disasters in cooperation with Debbi Palmer. She also reported that Red Cross can now

give out tax credits for gifts to the Red Cross. This was designed to encourage giving. If you give a gift of \$1,000, you can receive \$500 in tax credits.

Mr. Smith reported on a new resource that we have in the county: APU has a 400 seat auditorium at the new building with nice, wide comfortable chairs that we can probably use if needed.

Ms. Hite reported that Jefferson County is at 100% immunization for the students in Jefferson County. She also received a report on the West Nile Virus. There have been three confirmed cases in our state.

Ms. Mehling reported that Citizens Fire Company did a Family Disaster Preparedness Night at South Jefferson Library and got brochures from us. Ms. Mehling did a presentation to the Cub Scouts at South Jefferson Elementary School. There were about 30 scouts (ages 6-11) and parents there. It was Troop #420.

Mr. Smith commended Director Miller on being chosen at the WV Emergency Manager of the Year at the WV LEPC/SERC Conference.

The meeting was adjourned at 10:30 a.m.