



Jefferson County Office of Homeland Security and Emergency Management

**28 Industrial Boulevard
Kearneysville, WV 25430**

P. 304-728-3329

Mobile: 304-279-8233

F. 304-728-3320

tmehling@jeffersoncountywv.org

People with Special Needs Committee
Sign In Sheet
September 26, 2011

Print Name & Organization	Email	Phone	Sign In
Brown, Roy Shenandoah Center	roy.brown@genesishcc.com	724-1101	
Cates, Al Ruritan	Striderbo2@aol.com	728-2929	
Cates, Irene AARP	Striderbo2@aol.com	728-2929	
Catrow, Stacy JCBOE	scatrow@access.k12.wv.us	728-9220	
Crabill, Collet ENP JCECC	ccrabill@jeffersoncountywv.org	728-3372	
French, Carl BCHD	carl.g.french@wv.org	263-5131	<i>Carl French</i>
Hite, Sandy JCHD	sandy.d.hite@wv.gov	728-3312	<i>Sandy Hite</i>
Levesque, Jeff Red Cross	jeffsque@gmail.com	268-8294	
Lewis, Kristen Eastern Panhandle Medical Reserve Corps	Kristen.N.Lewis@wv.gov	267-5027	<i>Kristen Lewis</i>
McNutt, Clint Volunteer	projectorroadie@gmail.com	433-2581	
Maggio, Jennifer JCHSEM	jmaggio@jeffersoncountywv.org	724-8914	<i>Jennifer Maggio</i>

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Jefferson County Office of Homeland Security and Emergency Management
Emergency Planning for People with Special Needs
Agenda
September 26, 2011

I. Call to Order

II. Minutes – June 27, 2011 meeting

III. Old Business

- a) FY2011 Goals & Strategies
- b) Volunteer Registration
- c) Disaster Ready Kids Program
- d) Citizen Corps grant
 - Whole of Community - *still ongoing*
 - Fire Safety month (1400 children)
 - National Preparedness Month *Friday LM, Sandy discussing health emer.*
 - Volunteer Recognition - *great turnout.*
 - CERT Manuals *New manuals*
- e) County Fair – August 21 – 27
- f) National Preparedness Month – September

IV. New Business

- a) Press Releases/Articles

V. Member Sharing

The next meeting is scheduled for December 19, 2011 at 9:30 a.m. in the JCHSEM Emergency Operations Center, 28 Industrial Blvd, Kearneysville.

Jefferson County Homeland Security and Emergency Management
Emergency Planning For People with Special Needs Committee
June 27, 2011
Minutes

Jefferson County Homeland Security and Emergency Management's Emergency Planning for People with Special Needs Committee met at the Jefferson County EOC on June 27, 2011 at 9:30am. Present were: Terri Mehling, JCHSEM; Clint McNutt, Volunteer; Sandy Hite, Jefferson County Health Department; Carl French, Berkeley County Health Department; Jeff Jefferies, Jefferson Memorial Hospital; and Danny McCaslin, WV211.

Introductions

Ms. Mehling, JCHSEM Deputy Director, opened the meeting with approval of minutes. Sandy Hite moved to approve the minutes of the March 2011 meeting and Carl French seconded the motion, all approved.

Old Business

Ms. Mehling reviewed the FY2011 Goals and Strategies. Ms. Mehling will send out the document to all members of the committee asking for members to provide input/additions/changes. The committee discussed at length how to reach out to individuals and agencies to bring all groups together for brainstorming sessions on public education and awareness for special needs populations in the county. Ms. Hite suggested a get together session and invite those that do not regularly come to the committee's meetings to attend. It may be possible to receive food/drink donations from businesses. Ms. Hite will try to organize an event during September to coincide with National Preparedness Month. Members of the committee offered Ms. Hite assistance with pulling the event together.

Ms. Mehling went over volunteer registration. The County Commission is now offering a small liability insurance plan to volunteers. Once the document is received, it will be entered into a database.

New Business

Ms. Mehling discussed JCHSEM's summer program "Disaster Ready Kids" and the organizations that staff and volunteers have visited. This program teaches children about disaster preparedness and safety measures during weather related events.

Ms. Mehling informed the committee that JCHSEM has received a Citizen Corps grant to kick off "Whole of Community" program, assist with funding JCHSEM's National Preparedness Month and Fire Safety month activities, as well as several other JCHSEM activities.

Ms. Mehling announced the dates for the upcoming Jefferson County Fair – August 21 through 27.

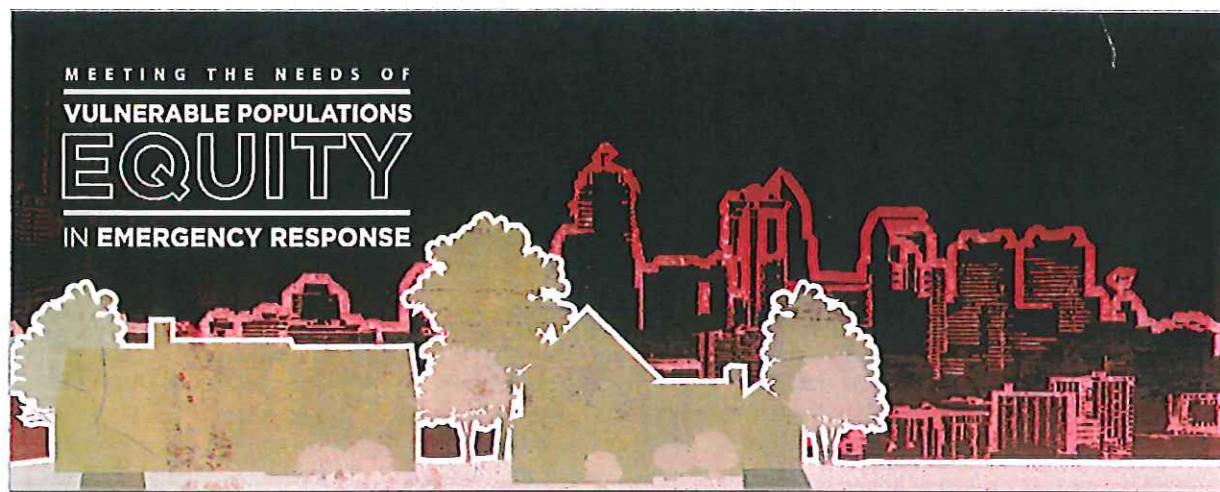
Ms. Mehling also spoke of JCHSEM's focus for National Preparedness month will be on business preparedness. The national slogan for this year is "A Time to Remember, A Time to Prepare." She also stressed Department of Homeland Security's "See Something, Say Something" public awareness campaign.

Ms. Mehling provided a copy of an article about including diverse and vulnerable populations in emergency preparedness from a recent "Emergency Management" magazine publication.

Member Sharing

Ms. Mehling passed around the NFPA's Emergency Evacuation Planning Guide for People with Disabilities for the committee to review. A copy can be found at www.nfpa.org/disabilities. Ms. Holstein-Wallace noted the State developed a Special Needs Annex template to assist counties in their planning.

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Jefferson County Homeland Security and Emergency Management
Emergency Planning For People with Special Needs Committee
September 26, 20110
Minutes

Jefferson County Homeland Security and Emergency Management's Emergency Planning for People with Special Needs Committee met at the Jefferson County EOC on September 26, 2011 at 9:30am. Present were: Terri Mehling, JCHSEM; Jennifer D. Maggio, JCHSEM; Carl French, Berkeley County Health Department; Sandy Hite, Jefferson County Health Department; Kristen Lewis, Eastern Panhandle Medical Reserve Corps and Frances Morgan, County Commissioner.

Introductions

Ms. Mehling, JCHSEM Deputy Director, opened the meeting with approval of minutes. Carl French moved to approve the minutes of the June meeting and Sandy Hite seconded the motion, all approved.

Old Business

Ms. Mehling reviewed the FY2011 Goals and Strategies. Ms. Mehling noted changes that need to be made to committee members. Ms. Mehling spoke with Jeff Jefferies and he will be putting Ready.gov books out for patients at Jefferson Memorial Hospital.

Ms. Mehling reported that she is still in the process of putting together the data base to use for the new Volunteer Registration Program.

Ms. Maggio reported on the Disaster Ready Kids Program. Ms. Maggio noted Fire Prevention Month will be during the month of October.

Ms. Morgan asked the status of putting together a database for people with special needs. Ms. Hite noted there is a discussion of compiling a list of people with special needs and how they would be notified in the event of an emergency. Ms. Hite reported she is looking into creating a form to place in doctors' offices allowing patients to opt in on being notified if needed. A discussion followed.

Ms. Mehling reviewed items included in the Citizen Corps Grant. Items included were Whole of Community; Fire Safety Month; National Preparedness Month; Volunteer Recognition and New Cert Manuals. A discussion followed.

Ms. Mehling reported on the Jefferson County Fair that took place August 21-27, 2011. Ms. Mehling noted there was less foot traffic this year. Surveys were handed out to Jefferson County residents to see how well prepared they are.

Ms. Morgan discussed possible ways to outreach to the public on how to get all communities involved in CERT.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes the need for transparency and accountability in financial reporting.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It includes a detailed description of the experimental procedures and the statistical tools employed.

3. The third part of the document presents the results of the study, including a comparison of the different methods and a discussion of the implications of the findings. It also includes a section on the limitations of the study and suggestions for future research.

4. The fourth part of the document provides a comprehensive overview of the theoretical background and the conceptual framework of the study. It includes a review of the relevant literature and a discussion of the key concepts and variables.

5. The fifth part of the document describes the data collection process, including the selection of the sample and the methods used to gather the data. It also includes a section on the data analysis and the interpretation of the results.

6. The sixth part of the document discusses the ethical considerations and the potential risks associated with the study. It includes a section on the informed consent process and the measures taken to ensure the confidentiality and integrity of the data.

7. The seventh part of the document provides a summary of the findings and a conclusion. It includes a discussion of the overall significance of the study and the implications for practice and policy.

8. The eighth part of the document includes a list of references and a list of figures and tables. It also includes a section on the acknowledgments and the funding sources.

Ms. Mehling gave a report on current events taking place during the remainder of National Preparedness Month.

New Business

Ms. Mehling handed out information on King County and how they can be used as a resource for information on people with special needs.

Member Sharing

Mr. French invited committee members to a Berkeley County Table Top Exercise.

Ms. Hite announced the Jefferson County Health Department will be having a flu clinic at Jefferson High School. Ms. Hite gave the details for those who would like to participate. Ms. Hite also announced she attended the Mass Fatalities Training at Pipestem State Park. She is now more aware of what the Health Department needs as far as resources and planning. She will be submitting a project concept on behalf of the Jefferson County Health Department for the Mass Casualties Grant. Ms. Hite listed resources that they would request in order to accommodate 50 fatalities.

Ms. Morgan asked Ms. Mehling if the committee was open to the public. Ms. Mehling replied yes and we have material to hand out if anyone is interested.

Ms. Maggio gave a report on her recent attendance to the Emergency Management Institute's PIO All Hazards Train the Trainer Course.

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