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People with Special Needs Committee
 Sign In Sheet
 March 19, 2012

| Print Name & Organization | Email | Phone | Sign In |
|------------------------------------|--------------------------------|----------|------------------------|
| 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 | |
| Daily, Roger JC Meals on Wheels | dailey282@frontiernet.net | 724-7901 | |
| French, Carl BCHD | carl.g.french@wv.org | 263-5131 | |
| Hite, Sandy JCHD | sandy.d.hite@wv.gov | 728-8415 | <i>Sandy Hite</i> |
| Levesque, Jeff Red Cross | jeffsque@gmail.com | 268-8294 | |
| McNutt, Clint Volunteer | projectorroadie@gmail.com | 433-2581 | |
| Lewis, Kristen MRC | kristen.n.lewis@wv.gov | 267-7130 | <i>Kristen Lewis</i> |
| Maggio, Jennifer JCHSEM | jmaggio@jeffersoncountywv.org | 724-8914 | <i>Jennifer Maggio</i> |





Jefferson County Office of Homeland Security and Emergency Management
Emergency Planning for People with Special Needs
Agenda
March 19, 2012

I. Call to Order

II. Minutes – December 19, 2011 meeting

III. Old Business

- a. FY2012 Goals & Strategies
- b. Volunteer Registration
- c. Whole of Community Partnership Initiative
- d. Jefferson County Health Department NCR Full Scale Exercise – March 28

IV. New Business

- a. Flood Awareness Week – Lowering of Flood Stage on the Shenandoah River at Millville from 13 feet to 10 feet
- b. Emergency Planning for Schools at North Bend State Park – March 20-21 – Barb Miller attending
- c. Animal Sheltering Trailer
- d. Shepherdstown Rotary Club Meeting – April 10 – Terri Mehling will be speaker
- e. G197 – Emergency Planning for Special Needs Population Training – Chief Logan State Park – September 11-13 – Application available at <http://www.dhsem.wv.gov/training/Pages/default.aspx> -- application must be signed by Barb Miller
- f. Resource: FEMA Office of Disability Integration and Coordination -- provides guidance, tools, methods and strategies to integrate and coordinate emergency management inclusive of individuals with access and functional needs <http://www.fema.gov/about/odic/>
- g. Video – What About the Children? Kathleen Henning – IAEM Getting Real II -- former member of the Commission On Children In Disaster Evacuation, Shelters and Transportation discusses this important aspect of diversity and preparedness. September 2011

<http://gettingreal-ii.webcaston.tv/vod/11-09-12-grii-p-practices-51.php>

V. Member Sharing

The next meeting is scheduled for June 18, 2012 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
December 19, 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 December 19, 2011 at 9:30am. Present were: Barbara Miller, JCHSEM; Terri Mehling, JCHSEM; Jennifer D. Maggio, JCHSEM; Carl French, Berkeley County Health Department; Sandy Hite, Jefferson County Health Department; Sheri Hoff, Jefferson County Board of Education; Jeff Levesque, Eastern Panhandle American Red Cross and Kristen Lewis, Eastern Panhandle Medical Reserve Corps.

Introductions

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

New Business

Ms. Hoff gave a presentation on Homelessness in Jefferson County Schools. Ms. Hoff reviewed programs that are in place to assist families and children that are homeless. Ms. Hoff also reviewed potential warning signs of homelessness.

Mr. Levesque announced the shelter run by a council of Churches is not taking children this year. There is a lot of opposition to the shelter located in downtown Charles Town. A discussion followed. Ms. Hoff reported there are 473 homeless children within the county. Ms. Hoff went over an article in the paper that had statistics on how WV ranked in poverty in the United States.

Ms. Hoff went over things that contribute to homelessness such as a manmade disaster or a natural disaster. Ms. Hoff reported there are 23 languages being spoken besides English in schools. Ms. Mehling asked what other programs the public can assist with. Ms. Hoff replied the shoe and coat fund that is run through the school or pay for a child's lunch bill. You can contact Lisa Carper.

Ms. Miller went over how homeless people could be helped during a disaster because they may not be able to do anything to prepare without having the resources they need. If there is an evacuation they may not have transportation. Ms. Hoff noted the State facility will translate information in different languages. A discussion followed.

Ms. Miller reviewed upcoming children in disaster training programs. Psychological First Aid will be taught by Jeff Levesque and Kristen Lewis, January 7th at 9 am located in the Catherine Rudolph room at the Jefferson County Public Services Building. She and Ms. Hoff will be attending a class at North Bend State Park, Multi-Hazard Planning for Schools in Disaster. There

will also be an upcoming training given by the State for Planning for the Needs of Children in Disasters.

The next Emergency Planning for People with Special Needs Committee is scheduled for March 19, 2011 at 9:30 a.m. in the JCHSEM Emergency Operations Center, 28 Industrial Blvd, Kearneysville.

NEWS

*Boone, Cabell, Jackson, Lincoln, Logan, Mason, Mingo,
Putnam and Wayne Counties*

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Derailment serves as lesson for special needs registry

January 19, 2012 @ 12:00 AM

BETH HENDRICKS

The Herald-Dispatch

HUNTINGTON -- A train derailment late Tuesday caused damage to tracks at the CSX rail yard, but no injuries or spills were reported.

CSX representative Bob Sullivan said the incident occurred at approximately 10:30 p.m. Tuesday at the CSX yard behind the Cabell-Huntington Health Department on 7th Avenue. It involved the derailment of 12 train cars carrying coal. The train was working in the yard when the derailment occurred, he said.



Lori Wolfe/The Herald-Dispatch
Crews work on repairs on Wednesday, Jan. 18, 2012, where a train derailed near the Cabell-Huntington Health Department in Huntington.

[Purchase this photo](#)

"They're in the process of cleaning things up and all the cars should be re-railed by this evening," Sullivan said via telephone Wednesday afternoon. "There were no other major impacts on operations through the area."

The derailment was spotted by those attending a health department meeting discussing the special needs registry Wednesday morning. The registry, a system designed to provide vital personal and medical information to first responders, public health officials and emergency management agencies in the event of an emergency, was unveiled in November.

Elizabeth Ayers, the health department's public information officer, used the incident as a reminder that even though Tuesday evening's derailment was not a major public safety concern, a similar incident involving spillage of hazardous materials, for example, makes the special needs registry a crucial tool for first responders.

"It's just a good example of how things do happen here. This incident was no big deal, but if there had been a chemical on that train that derailed, it could've been a bigger issue and might have involved evacuating people from their homes," Ayers said. "This is just a good example of how this special needs registry could be utilized."

The registry, located online at helpmewv.org, puts information from vulnerable individuals in a central location. Vulnerable individuals are defined as those who need assistance maintaining independence, communication, transportation, supervision or medical care, whether temporary or permanent. Anyone may register.

"This incident involved coal hoppers, which is very benign, but could've been worse," Gordon Merry, director of Cabell County Emergency Services, said. "Unfortunately, we've worked disasters without tools like this registry to help people. We need people to buy in to this so we can help them more efficiently in the case of a true emergency."

Comments

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No comments.

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Jefferson County Homeland Security & Emergency Management

Emergency Planning for People with Special Needs Committee

FY 2012 Goals & Strategies

Committee Members

| | |
|--|---|
| Al & Irene Cates | AARP |
| Dr. Diana Gaviria | Berkeley County Department of Health |
| Carl French | Berkeley County Department of Health |
| ? Elizabeth Loy | Birth to Three |
| Corey Royer | CERT Volunteer |
| Kathyrn Hare | CERT Volunteer |
| Shirley Evans | CERT Volunteer |
| Jane Squires | Citizen |
| John Mason | Citizen |
| Ronald Fletcher, President | Citizens Fire Company |
| Sherri Schafer | Community Lutheran Partners |
| TBD | Court Appointed Special Advocates (CASA) of the Eastern Panhandle |
| Lori Kelly/Debbi Palmer | Eastern Panhandle Chapter, American Red Cross |
| Michelle Goldman | Eastern Panhandle Free Clinic |
| Andrea Aberegg | East Ridge Health Systems |
| ky Olson Charlotte Norris (Acting Director) | Family Resource Network |
| Nancy Marmorella | Good Shepherd Inter-Faith Caregivers |
| Paula Marrone-Reese | Good Shepherd Inter-Faith Caregivers |
| Dr. Rosemarie Cannarella | Harpers Ferry Family Medicine |
| Aaron Henry | Harpers Ferry Family Medicine |
| Peggy Nau | Harpers Ferry Family Medicine |
| Judy Miller-Jones | Healthier Jefferson County Committee |
| Ken Blanchard | Home Health Care |
| Jeff Levesque | Hospice of the Panhandle , Red Cross Volunteer and CERT Disaster Mental Health Instructor |
| TBD | Hospice of the Panhandle |
| Ed Smith | Independent Fire Company |
| Jay Watson | Independent Fire Company |
| Haley Laird | The Jefferson Center (Affiliated with the Jefferson County Council on Aging) |
| Robert Shefner | Jefferson County Community Ministries |
| Doug Pittinger | Jefferson County Emergency Services Agency |
| Mary Ann Smith | Jefferson County Emergency Services Agency |
| Steven Rogers | Jefferson County Animal Welfare Society |
| Frances Morgan | Jefferson County Commissioner |
| Dale Manuel | Jefferson County Commissioner |
| Amy Wellman | Jefferson County Council on Aging |
| Dr. Robert Jones | Jefferson County Department of Health |

| | |
|-------------------|---|
| Amy Jones | Jefferson County Department of Health |
| Sandy Hite | Jefferson County Department of Health |
| Collet Crabill | Jefferson County Emergency Communications Center |
| Terri Mehling | Jefferson County Office of Homeland Security & Emergency Management |
| Barbara Miller | Jefferson County Office of Homeland Security & Emergency Management |
| John Sherwood | Jefferson County Office of Homeland Security & Emergency Management Steering Committee Chair |
| Dr. Sheri Hoff | Jefferson County Board of Education and CERT Volunteer |
| ? Stacy Catrow | Jefferson County Board of Education |
| Jeff Jefferies | Jefferson Memorial Hospital |
| Al Ramsay | Literacy Volunteers of the Eastern Panhandle |
| Roger Dailey | Meals on Wheels |
| TBD | Parish Nurses |
| Mark Richie (TBD) | The Potomac Center |
| Sandy Green | Area Liaison for WV Homeland Security Region 3 |
| Doris Reimer | Shenandoah Community Health |
| Christana Johnson | Shepherd University |
| Lucas Pierce | Red Cross Volunteer and CERT Disaster Preparedness Instructor |
| Trina Bartlett | United Way of the Eastern Panhandle |
| Marianne Perry | Valley Medical Transport, Inc. |
| | WV Bureau for Public Health |
| Shelly Nicewarner | WV Department of Health & Human Resources |
| Steve Wiseman | WV Developmental Disability Council |
| Jessica Michael | WVU H-East Home Health Care |
| Danny McCaslin | WV 211 (Telamon) |

TBD - To be determined

Goals and Objectives for 2012:

GOAL: Work closer with agencies that represent people with special needs and disabilities.

1. Objective:

Continue to offer workshops on disaster planning for both volunteer organizations and agencies that provide services to those with disabilities.

Action Item: Prepare and give a presentation to special needs teachers specifically on disaster preparedness. (Point of contact is Ann Ebersole, Director of Pupil Services, 304-728-9741) (This goal will be beyond the FY2012 Budget Year) (Low Priority)

Action Item: Lunch N Learn workshop for seniors on disaster preparedness. (High Priority)

2. Objective:

Continue to find ways to educate people with special needs and disabilities about the importance of planning for power outages, days without outside assistance, planning ahead how they could get needed medications in emergencies, etc. through organizations that represent them. (High Priority)

- Utilize materials available in Jefferson County Homeland Security and Emergency Management Library (i.e., pamphlets, DVDs, videos).
- Work with local media to assist with broadcasting public information announcements.
- Continue outreach to senior citizen organizations.
- Continue providing outreach materials at public events attended by JCHSEM.
- Encourage the Public Awareness Committee to use media resources to enhance public awareness, education and services available to people with special needs and disabilities.
- Conduct short (20 minutes) workshops/Lunch and Learn Sessions on topics as to what to do in certain types of disaster situations.
- “Disaster Buddy” concept. Caregiver helps develop disaster plan and assist during a disaster.

3. Objective:

JCHSEM provide brochures for Jefferson Memorial Hospital to create packets for new parents about disaster preparedness and distribute through Jefferson Memorial Hospital. Contact person: Sandy Martin – Nurse Manager – 728-1765. 300 births per year. Teresa McCabe, Public Relations contact at the hospital. (Low Priority)

Action Item: Obtain materials pertinent to new parents/special needs populations, include them in packets and distribute packets to new parents (Low Priority)

Action Item: Jefferson Memorial Hospital can create a press release about delivering packets to new parents (Low Priority)

Action Item: Provide brochures in all lobby areas to be available to hospital visitors in all lobby areas. (High Priority)

4. Objective:

Committee members to update/develop a list of area pharmacies, home care organizations, health care facilities. (Name of Organization, contact name, telephone numbers for 24 hour a day emergencies, and emails) (High Priority)

Resources for Emergency Planning for People with Special Needs

Jefferson County All Hazards Risk Assessment and Mitigation Plan

<http://www.jeffersoncountywv.org/uploads/homeland/Complete%20HMP%202008%20Public.pdf>

FEMA Office of Disability Integration and Coordination (ODIC)

<http://www.fema.gov/about/odic/>

Getting Ready Guide, West Virginia Division of Homeland Security and Emergency Management

http://www.wvdhsem.gov/g_ready1.htm

West Virginia University Center for Excellence in Disabilities

<http://wvats.cedwvu.org/emergencybrochure.php>

West Virginia University, Handbook on Disability and Special Needs

<http://wvats.cedwvu.org/hrsabrochure/index.php>

Orientation Manual for First Responders on the Evacuation of People with Disabilities, FEMA US Fire Administration

<http://www.usfa.dhs.gov/downloads/pdf/publications/FA-235-508.pdf>

An ADA Guide for Local Governments-Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities - US Department of Justice.

www.ada.gov/emergencyprep.htm

National Organization on Disability

<http://www.nod.org/index.cfm?fuseaction=Page.viewPage&pageId=1564>

Disaster Preparedness for People with Disabilities

<http://www.redcross.org/portal/site/en/menuitem.d8aaecf214c576bf971e4cfe43181aa0/?vgnextoid=25920c45f663b110VgnVCM10000089f0870aRCRD&vgnextfmt=default>

Disaster Preparedness for Seniors

<http://www.redcross.org/portal/site/en/menuitem.d8aaecf214c576bf971e4cfe43181aa0/?vgnextoid=1e920c45f663b110VgnVCM10000089f0870aRCRD&vgnextfmt=default>

Are You Ready? FEMA # H34

<http://www.fema.gov/areyouready/>

Fire Risk for the Blind or Visually Impaired, US Fire Administration FA205

<http://www.usfa.dhs.gov/downloads/pdf/publications/fa-205.pdf>

Fire Risk for the Deaf or Hard of Hearing, US Fire Administration FA 202
<http://www.usfa.dhs.gov/downloads/pdf/publications/fa-202-508.pdf>

Fire Risk for the Mobility Impaired, US Fire Administration FA 204
<http://www.usfa.dhs.gov/downloads/pdf/publications/fa-204-508.pdf>

Fire Risk for Older Adult, US Fire Administration FA203
<http://www.usfa.dhs.gov/downloads/pdf/publications/older.pdf>

Remembering When: How to Prevent Fires Brochure -- A Fire and Fall Prevention Program for Older Adults, NFPA BR-37A

Fire Safety for People with Disabilities Brochure, NFPA BR-18G

Sign Language for Emergency Situations, American Red Cross
<http://www.nwnc-redcross.org/signlangemergency.pdf>

Video Training Tools:

Storm Alert! Hurricane Preparedness for Nursing Homes

Storm Watch! Hurricane Preparedness for Hospitals

StormWorthy! Medical Buildings and Hurricanes

Voices of Wisdom

All of these videos are available from FEMA Publications
http://www.fema.gov/help/pub_hurricane.shtm

Our senior citizens are one of our high-risk groups for injuries due to fires. In 2005, we started a Fire Safety Campaign for Senior Citizens. This campaign will continue in 2011. Tools for use in this campaign include:

“Senior Fire Safety with Jonathan Winters” Video

“Survive! Fire in Your Home” Video

“Fire: Countdown to Disaster” Video

“The Smoke Alarm Show” Video/DVD

“Evacuating Health Care Facilities” DVD

“Emergency Evacuation for Employees” DVD

Home Fire Prevention Checklist Brochure

Electrical Fire Safety Brochure

Remembering When Curriculum

Fire in Your Home Books

Fire Safety for People with Disabilities Brochure

Fire Extinguishers at Work Brochure
Home Fire Extinguisher Brochure
Home Smoke Alarm Show Brochure
10 Tips for Fire Safety Brochure
Exit Drills in the Home Brochure
Fire Safety in Health Care Facilities Brochure
Emergency Evacuation for Employees Brochure
Kitchen Fire Safety Brochure
Candle with Care Brochure

Brochures/Literature Distribution

Disaster Preparedness Checklist for Seniors (NC Council on Aging)
Disaster Preparedness for People with Disabilities (ARC 5091)
Disaster Preparedness for Seniors by Seniors (ARC)
Emergency Preparedness for Home-Care Patients (Channing-Bete)
Prepare Yourself, Disaster Readiness Tips for Developmental or Cognitive Disabilities (NOD)
Prepare Yourself, Disaster Readiness Tips for People with Disabilities (NOD)
Prepare Yourself, Disaster Readiness Tips for People with Sensory Disabilities (NOD)
Preparing for Disaster for People with Disabilities and other Special Needs (FEMA 476)
WVU Handbook on Disability and Special Needs (WVU)
Preparing Makes Sense for Older Americans (Ready.Gov)
Preparing Makes Sense for People with Disabilities and Special Needs (Ready.Gov)

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Emergency Planning For People with Special Needs Committee
March 19, 2012
Minutes

Jefferson County Homeland Security and Emergency Management's Emergency Planning for People with Special Needs Committee met at the Jefferson County EOC on March 19, 2012 at 9:30am. Present were: Terri Mehling, JCHSEM; Jennifer D. Maggio, JCHSEM; Kristen Lewis, Medical Reserve Corps; Sandy Hite, Jefferson County Health Department; Judith Miller, Healthier Jefferson County and Lana Shultz, State Farm Insurance.

Introductions

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

Old Business

Ms. Mehling reviewed the FY2012 Goals & Strategies document with the committee. She asked that everyone review the document, and if any changes need to be made to please let her know. The group discussed changes.

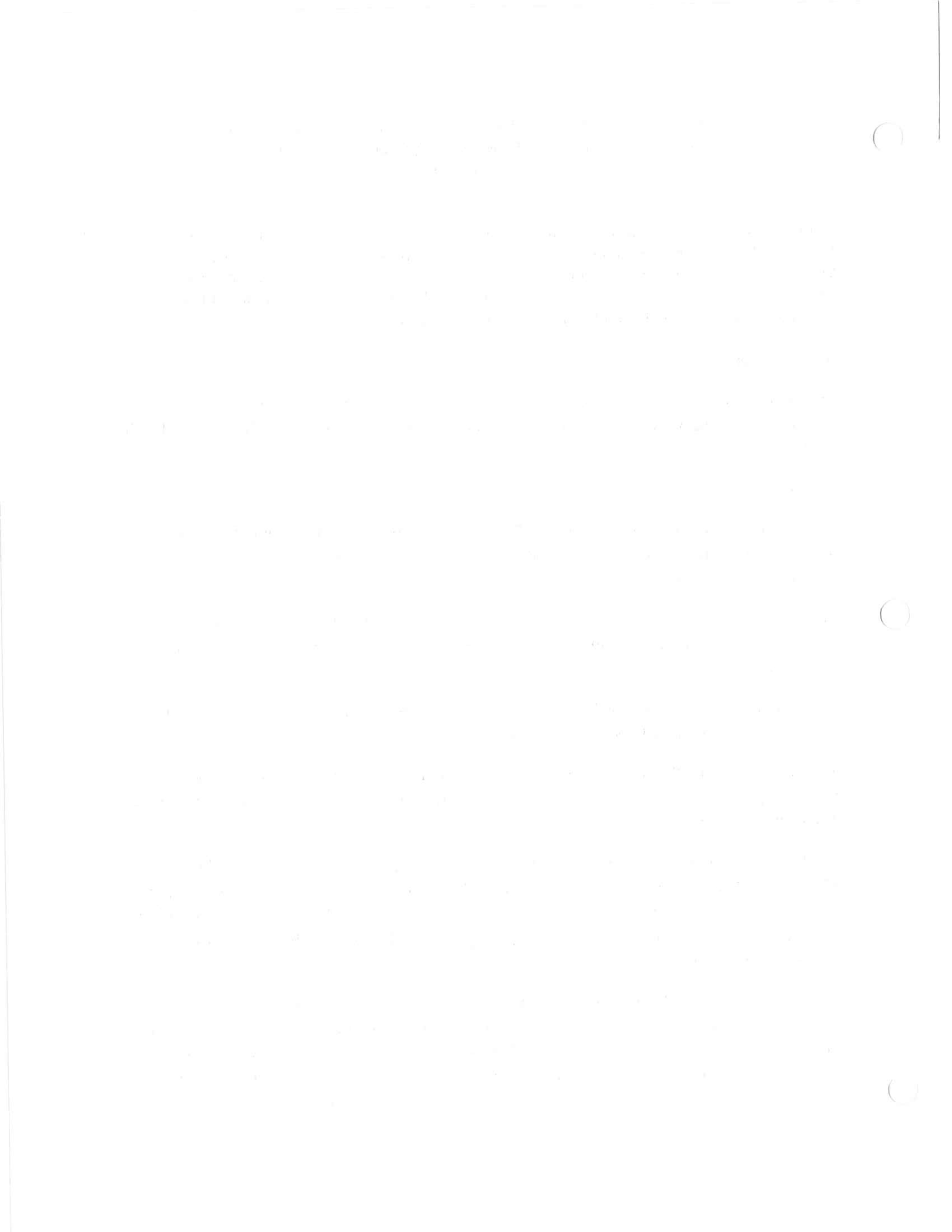
Ms. Judith Miller invited committee members to join the next Healthier Jefferson County Meeting. She noted they are trying to build stronger partnerships and discuss ways to better communicate.

Ms. Mehling noted JCHSEM will be asking volunteers to update their volunteer registration form. The form will have to be updated yearly.

Ms. Miller noted the Whole of Community Partnership Initiative is ongoing. JCHSEM and the Partnership and Development Committee members are in the process of renewing partnerships. The next meeting is in April.

Ms. Hite reported on the National Capitol Region Mass Dispensing Exercise that will take place March 28, 2012. Ms. Hite advised the committee there will be a communications workshop on March 27, 2012 followed by a functional exercise on March 28, 2012. The workshop will discuss policies and procedures for public messaging. The functional exercise will test county policies and procedures for public health response.

The Jefferson County Health Department will be setting up points of distribution for an anthrax response. Since schools will be in session, the JCHD will be utilizing the use of the JCHSEM Zumro tent. The alternate site will be at the Ranson Civic Center. Ms. Hite reported Jefferson Memorial Hospital will be involved in receiving, assessing and diagnosing patients. Ms. Hite reported JCHSEM will be activating their EOC once they receive notification.



New Business

Ms. Mehling reported last week was Flood Awareness Week. JCHSEM and the National Weather Service coordinated with each other in lowering the flood stage on the Shenandoah River at Millville from 13.5 feet to 10 feet. Ms. Mehling noted citizens will receive warning notifications quicker.

Ms. Mehling reported Ms. Miller is attending the Emergency Planning for Schools State Course at North Bend State Park, March 20-21, 2012.

Ms. Mehling reported JCHSEM received a bid for a companion animal rapid response trailer and supplies from Propac. The bid will now be proposed to the County Commission for approval. Ms. Mehling noted Ms. Miller is still working with the state on an Animals in Disaster Response Team Training for volunteers.

Ms. Mehling announced she will be speaking to the Shepherdstown Rotary Club at the Bavarian Inn at 7:30 am, April 10, 2012. Her presentation will be in regards to JCHSEM, what we do, partnerships, etc.

Ms. Mehling reported there will be a G197 Emergency Planning for the Special Needs Population Training at Chief Logan State Park on September 11-13, 2012 for those that are interested. An application can be found at <http://www.dhsem.wv.gov/training/Pages/default.aspx> and must be signed by Barbara Miller.

Ms. Mehling informed the committee of a new resource, FEMA Office of Disability Integration and Coordination website which provides guidance, tools, methods and strategies to integrate and coordinate emergency management inclusive of individuals with access and functional needs. Anyone can sign up for an email list to receive information. The website is <http://www.fema.gov/about/odic>.

Ms. Mehling will be emailing committee members a link to a video titled *What About the Children?* By Kathleen Henning. Ms. Henning is a former member of the Commission on Children In Disaster Evacuation, Shelters and Transportation. The video discusses the important aspects of diversity and preparedness.

Ms. Mehling also recommended committee members take IS-36 Multi-Hazard Planning for Childcare.

The next Emergency Planning for People with Special Needs Committee is scheduled for June 18, 2012 at 9:30 a.m. in the JCHSEM Emergency Operations Center, 28 Industrial Blvd, Kearneysville.

