



**Jefferson County Office of Homeland Security and Emergency Management**

**28 Industrial Boulevard  
Kearneysville, WV 25430**

**P. 304-728-3329**

**Mobile: 304-279-8233**

**F. 304-725-7916**

**[tmehling@jeffersoncountywv.org](mailto:tmehling@jeffersoncountywv.org)**

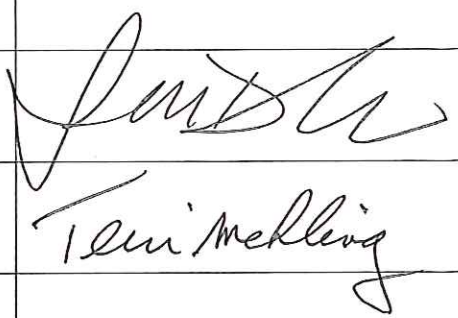

Public Awareness Committee

Sign In Sheet

February 8, 2012

Print Name & Organization	Email	Phone	Sign In
Burke, Paul Listener	numbersinstitute@juno.com	820-6119	
Crabill, Collet JCECC	ccrabill@jeffersoncountywv.org	728-3372	
Dailey, Roger Meals on Wheels and AARP	mealsonwheelsjc@frontier.com	725-1601	
Davis, Mike CERT Volunteer	mjdavis56@comcast.net	728-8108	
Davis, Patricia CERT Volunteer	patriciafdavis@comcast.net	703-851-3175	
Dunbar, Katherine Good Shepherd Caregivers	katherinednбр@yahoo.com	725-7366	<i>Katherine Dunbar</i>
Evans, Shirley CERT	shirla0513@aol.com	725-1794	
Jones, Amy Jefferson County Dept of Health	amy.b.jones@wvdhhr.org	728-3308	
Kerr, Jenn 167 <sup>th</sup> AW FD	Kerr.jenn@gmail.com	443-474-5465	
Hite, Sandy Jefferson County Health Department	sandy.d.hite@wv.gov	728-8416	



Levesque, Jeff Eastern Panhandle American Red Cross/ CERT	jeffsque@_mail.com	725-6850	
Lewis, Kristen MRC	kristen.n.lewis@wv.gov		
Lockett, Monica Administrator Canterbury Center	monica.lockett@genesishcc.com	876-9422	
Maggio, Jennifer JCHSEM	jmaggio@jeffersoncountywv.org	724-8914	
Mehling, Terri JCHSEM	tmehling@jeffersoncountywv.org	728-3329	
Miller, Barbara JCHSEM	bmiller@jeffersoncountywv.org	728-3290	
Nilsen, Neal AskNeal	Neal@AskNeal.net	724-1056	
Palmer, Debbi Eastern Panhandle American Red Cross/ CERT	debbip123@aol.com	728-7157	
Pierce, Lucas Eastern Panhandle American Red Cross/ CERT	PierceL@usa.redcross.org	261-3516	
Jeff Co ANIMAL CONTROL	<del>Ed</del> dlambiotte@jefferson-county-wv.org	728-3390	

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Jefferson County Homeland Security & Emergency Management  
Public Awareness, Education & Training Committee  
February 8, 2012  
Agenda

I. Call to Order

II. Approval of January 11, 2012 Meeting Minutes

III. Old Business

- a. 2012 Goals and Strategies
- b. Quarterly Partnership Luncheon
- c. Whole of Community – Partnership Development
- d. Animal Sheltering Trailer
- e. Jefferson County Health Department NCR Full Scale Exercise – March 27 - 28

IV. New Business

- a. Active Shooter Tabletop Exercise at 167<sup>th</sup> Airlift Wing – February 11
- b. Citizens Fire Company Pancake Day – February 21 – 6am – 7pm -- \$8
- c. Planning for Needs of Children in Disaster – Hawk's Nest State Park – February 21 – 23 – Barb Miller will attend
- d. Skywarn Stormspotter Flood Class – March 13 – 7pm – Independent Fire Company – register with Terri Mehling
- e. Recommended EMI Course for February - IS-907 – Active Shooter: What Can You Do and IS-75 – Military Resources in Emergency Management <http://training.fema.gov/EMIWeb/IS/IS907.asp>

V. Member Sharing Time

VI. Adjournment

The next meeting of the Jefferson County Homeland Security and Emergency Management's Public Awareness, Education and Training Committee will be held on **March 14** at the Jefferson County EOC at 8:30am



Jefferson County Homeland Security and Emergency Management  
Public Awareness Committee  
January 11, 2012  
Minutes

Jefferson County Homeland Security and Emergency Management's Public Awareness Committee met at Jefferson County Homeland Security & Emergency Management on January 11, 2012 at 8:30am.

Present were: Terri Mehling, JCHSEM; Jennifer D. Maggio, JCHSEM; Sandy Hite, Jefferson County Health Department; Neal Nilsen, AskNeal; Debbi Palmer, Eastern Panhandle American Red Cross; Paul Burke, Listener and Roger Dailey, AARP and Meals on Wheels.

#### Introductions

Ms. Mehling opened the meeting with approval of minutes. Debbi Palmer moved to approve the minutes of the November meeting and Neal Nilsen seconded the motion, all approved.

#### Old Business

Ms. Mehling updated the committee on CERVIS, JCHSEM's new online Volunteer Management System. Over 300 volunteers were entered and sent to CERVIS to upload online. New volunteers will need to be entered. Ms. Mehling handed out volunteer registration forms and asked committee members to renew their form for 2012. They will need to be updated every year. Mr. Neal asked how volunteers access CERVIS. Ms. Mehling replied she is putting together an instructional email on how to access the site.

Ms. Mehling announced the last CERT class finished December 15, 2011. 3 students out of 10 graduated. A new CERT session will begin in the Fall. A discussion followed.

Ms. Mehling updated the committee on the Whole of Community Concept and partnership development. Ms. Mehling noted bringing in new partners will continue to be an ongoing goal. JCHSEM and committee members have brought in over 25 new partners. A new partners luncheon was held at the Bavarian Inn to welcome new partners. Our goal is now focused on renewing partnerships. The next Partnership Development Committee will be held in April 2012.

Ms. Mehling reported JCHSEM staff attended a Training and Exercising Planning Workshop in Flatwoods, WV. Emergency Management throughout WV came together to discuss exercise goals and what they want to accomplish in 2012. Exercises will have to be HSEEP compliant which is important when applying for grants. The EPA will be putting together an exercise for the Eastern Panhandle at no cost and is expected to take place in September.

#### New Business

Ms. Mehling reviewed the 2012 Goals and Strategies with the committee. Ms. Mehling asked committee members to review and to notify her of any changes. The 2012 Goals and Strategies will be voted on at the next meeting.

Ms. Mehling announced Sandy Green will be representing the Eastern Panhandle as the new WV Region 3 Homeland Security Area Liaison. Mr. Green replaced Pam Holstein-Wallace's position which now falls under the National Guard.

Ms. Mehling announced Ms. Miller will be attending the WV Department of Agriculture—Multi-County Avian Flu Response Program, January 12, 2012 in Moorefield, WV.

Ms. Mehling reported the Quarterly Partnership Luncheon will be January 25, 2012 at Hollywood Casino at Charles Town Races. Lunch will be of no charge. Ed Smith and Ed Hannon will be giving a presentation on the proposed Fire/EMS 5 year plan. If you would like to attend, please contact her.

Ms. Mehling announced there will be a Local Officials Workshop on NIMS/NIMSCAST on January 31, 2012 at the Jefferson County EOC from 1-2 pm and 7-8 pm. The class will be instructed by Chuck Bennett. NIMSCAST accounts are required for grant funding. The workshop will assist attendees on how to use their account as well as answer any questions they may have.

Ms. Mehling announced the Regional Animals in Disaster Plan has been approved by the State and will now go through the County Commission for approval. The plan will be incorporated as an annex into the Emergency Operations Plan.

Ms. Mehling announced JCHSEM received a \$30,000 grant to buy an animal sheltering trailer. The trailer will be added as a resource for the region. It will be being stored at the Sheriff's Department.

Ms. Mehling reported the recommended EMI Course for January—IS-660—Introduction to Public/Private Partnerships—<http://training.fema.gov/EMIWeb/IS/is660.asp>.

#### **Member Sharing**

Ms. Hite announced she is currently coordinating a full scale exercise with the National Capital Region, March 27-28, 2012. The Jefferson County Health Department will be setting up a POD. She will be developing workshops to discuss the POD exercise. A discussion followed. Ms. Mehling and Mr. Burke asked Ms. Hite to send them a message to send out via email to get the word out that volunteers are needed.

Mr. Dailey announced last year there was a 33% growth in providing meals. Meals on Wheels are currently looking for volunteer drivers. Meals on Wheels have been advertising various companies on their lunch bags. Anyone who is interested in advertising or putting information into the lunch bags to let him know. It is currently \$100 to put an advertisement on 1,000 bags.

Mr. Nilsen announced the Eastern Panhandle Home Owners Organization has recently been formed and meets once a month. Anyone who would like to post information on their website or speak at one of their meetings, contact him or Pete Appanini at [info@epohoa.org](mailto:info@epohoa.org).

Ms. Mehling announced Region 8/9 will be holding a hospital exercise, Friday, January 13, 2012. JCHSEM EOC will be acting as a "sim cell" during that event.

The next meeting of the Jefferson County Homeland Security and Emergency Management's Public Awareness, Education and Training Committee will be held on February 8, 2012 at the Jefferson County EOC at 8:30am.





Jefferson County Homeland Security and Emergency Management  
Public Awareness Committee  
February 8, 2012  
Minutes

Jefferson County Homeland Security and Emergency Management's Public Awareness Committee met at Jefferson County Homeland Security & Emergency Management on February 8, 2012 at 8:30am. Present were: Terri Mehling, JCHSEM; Jennifer D. Maggio, JCHSEM; Katherine Dunbar, Good Shepherd Caregivers and Denise Lambiotte, Jefferson County Animal Control.

**Introductions**

Ms. Mehling opened the meeting with approval of minutes. Katherine Dunbar moved to approve the minutes of the January meeting and Denise Lambiotte seconded the motion, all approved.

**Old Business**

Ms. Mehling reviewed the 2012 Goals and Strategies document that were handed out to committee members. The members present had not yet reviewed the document. Request for approval will take place at the next meeting so everyone will be able to review the document prior. Ms. Lambiotte asked if the recommended FEMA classes are required. Ms. Mehling replied no, they are recommended but not required. They are online and tied into each month's activities.

Ms. Mehling reported on the Quarterly Partnership Luncheon that took place on January 25, 2012 at Hollywood Casino at Charles Town. Ms. Miller did a presentation on JCHSEM and what we are all about. Attendance was unusually low. Ed Smith and Ed Hannon gave a presentation on the Emergency Services Agency's 5 year strategic plan.

Ms. Mehling noted the Whole of Community Program is still active in creating and renewing partnerships. JCHSEM currently held a luncheon at the Bavarian Inn in December for new partners.

Ms. Mehling noted JCHSEM received a grant for \$30,000 to procure an animal's shelter. A request for proposals has been put out for bid requests. The trailer will be housed in the Sheriff's secured parking lot. Barb is also in the process of working with the State to receive funding for Disaster Animal Response Team Training. Ms. Mehling also noted the trailer will be available regionally. A discussion followed.

Ms. Mehling noted the JCHSEM EOC will be participating in the Jefferson County Health Department NCR Full Scale Exercise, March 27-28. The exercise will also involve DC, MD and VA. A POD will be set up. Volunteers are being requested and training will be set up through the Health Department.

**New Business**

Ms. Mehling noted Ms. Miller will be attending the Active Shooter Tabletop Exercise at the 167<sup>th</sup> Airlift Wing, February 11, 2012 as an observer.

Ms. Mehling announced Citizens Fire Company will be having their Pancake Day, February 21 from 6am-7pm. The cost is \$8 for adults.



Ms. Mehling noted Ms. Miller will be attending the Planning for Needs of Children in Disasters course at Hawk's Nest State Park, February 21-23, 2012. This is a state provided training.

Ms. Miller reported JCHSEM will be hosting a Skywarn Stormspotter Flood Class, March 13 at 7 pm located at Independent Fire Company. Jason Elliott from the National Weather Service will be instructing the class. If you would like to attend, contact her.

Ms. Mehling noted the recommended EMI Course for February is IS-907—Active Shooter: What Can You Do and IS-75—Military Resources in Emergency Management.

<http://training.fema.gov/EMIWeb/IS/IS907.asp>.

### **Member Sharing**

Ms. Mehling announced Good Shepherd Caregiver's Potters Bowl will be Friday, March 9, 2012 at Shepherdstown Fire Hall at 6:30 pm.

Ms. Lambiotte announced JC Animal Control is currently putting together their Spring Rabies Clinic.

The next meeting of the Jefferson County Homeland Security and Emergency Management's Public Awareness, Education and Training Committee will be held on March 14, 2012 at the Jefferson County EOC at 8:30am.

