

Jefferson County Local Emergency Planning Committee
Minutes
February 16, 2022

The Jefferson County LEPC held a virtual meeting via Go-To-Meeting on Wednesday, February 16, 2022. Those present were: Stephen Allen, JCOHSEM/LEPC Chairperson; John Sherwood, Chamber of Commerce/LEPC Co-chair; Ed Smith, Independent Fire Company/LEPC Treasurer; Brandan Caton, Jefferson County Schools; Donnie Grubb, WVU Hospitals; John Bresland, Community member; Bob Burner, Jefferson County Emergency Services Agency; Gary Ballou, Opequon Radio Society; Michele Goldman, Jefferson County COAD; Dick Myers, JCOHSEM; Kristie Parsons, Panhandle Home Health; Dr. Terrence Reidy, Jefferson County Health Department; Tom Thompson, Martinsburg VA; Mason Weikle, Jefferson County Health Department; Kenneth Clohan, WV DOH; Bill Keller, WV DOH; and Lee Thorn, WV DOH.

Chairman Allen, called the meeting to order at 0815 hours. The opening prayer and pledge of allegiance was given by John Sherwood.

I. Minutes

1. Minutes of the previous meeting were presented by Chairman Allen. Mr. Sherwood moved to approve the minutes for the December 15, 2021 LEPC meeting, seconded by Michele Goldman. All approved.

II. Financial Report

1. Chairman Allen reported he spoke with Summit Bank about the financial statements being sent to the wrong address. This has now been corrected and we should start receiving them. Chairman Allen advised we currently have \$4,790.71 in the regular account and \$13,224.08 in the mass fatality account. Michele Goldman moved to approve the financial report, Donnie Grubb seconded. Report was approved by the membership.

III. Unfinished Business

1. Mask Project Update
 - a. Ms. Goldman had no new updates at this time. She did advise cases have been going down and most businesses and facilities have lifted the mask requirements throughout the county. Ms. Goldman did suggest we should still be cautious and used a personal experience as an example.
2. Exercises
 - a. Exercise Sub-Committee – Donnie Grubb – Chair

- i. Mr. Grubb had no updates on any exercises at this time due. They are planning on a regional no notice drill at Jefferson Memorial Hospital. However, every day has been a no notice drill even though things are looking better. He stated today they had two cases at the hospital with a few in the emergency department waiting. Recent confirmed cases was 46 which is down from the upper eighties. Out of those, 29 were unvaccinated and 17 were vaccinated. There 6 in the ICU, 3 have been vaccinated and 3 unvaccinated. So it is still an ongoing issue.

b. 2020/2021 WV Homeland Security Region 3 Exercise Status

- i. Chairman Allen advised Mr. McLaughlin and Mr. Green are working on a doing a Virtual TTX possibly sometime in April. He went on to say it will be a hybrid training, which means we will have some individuals in the EOC, “in person, if they feel comfortable” or they can log on from their facility or home. This exercise will meet our FEMA requirements for any further grants and our current grants. He encouraged participation and welcomed as many members as possible to help with input during this exercise. Further information will be forwarded as it becomes available.

3. SERC and HMEP Grants

Chairman Allen stated there has been no updates at this time. When he spoke with Ms. Paxton at our December’s meeting and she could not confirm or deny any funding. The SERC is looking at assisting as many counties throughout the state who need to bring their LEPC’s up to date with updating their Hazard Materials plan and doing Commodity Flow Studies, etc. We will continue to pursue the HMEP grant process and update any progress.

4. Training

- a. DD Myers advised we are going to provide a Bovine Emergency Response Program (BERP) training to be held on Sunday; March 27, 2022 at the RSD facility on Wiltshire Rd. in Kearneysville, WV. Individuals can register online with Public Service Training (PST) [Home - West Virginia Public Service Training \(wvpst.org\)](http://www.wvpst.org) BERP register link: <https://forms.office.com/Pages/ResponsePage.aspx?> . If anyone has any questions or has any issues registering contact Mr. Myers. It was approved by the County Commission to go ahead and purchase the necessary equipment that was included in the BERP Grant.
- b. Chairman Allen stated Mr. Thompson had to leave but he has one slot available for his upcoming ICS 300 class on March 2, 3, & 4, 2022. If anyone is interested contact him at the VA Medical Center.

5. Tier II reporting facilities

- a. Chairman Allen stated he has received approximately 35 Tier II reports thus far from reporting facilities. Chairman Allen advised during our LEPC workshop training we lack the ability or training to print out Tier II reports. Further information about the LEPC workshop will be discussed in the Member Sharing Time.

6. Public Inquiries on Rockwool

- a. Mr. Allen stated that there have been no new inquiries regarding Rockwool.

IV. New Business

1. Mr. Allen turned over the meeting to DOH representatives to discuss the Rt. 340 rockslide mitigation project. District 5 Engineer Lee Thorn advised no definite closure date at this time to start the project. However, the projected timeframe is after Labor Day and be finished before the end of the year. The project itself will last approximately 3 months depending on the weather and other factors. It will encompass a 22 mile detour. All information would be forwarded through press releases and thought there would be another public meeting prior to the start of construction. Kenneth Clohan added there is a website that we could go to for further information, www.us340harpersferry.com. There is an environmental assessment and information about the detour.
 - A. Chief Burner asked if the entire area would be shut down during construction. Mr. Clohan confirmed it would be completely shut down. Chief Burner wanted an idea for responding to calls as well as calls in the work area if Fire or EMS is needed. Mr. Keller stated they will be working in multiple spots at one time, so he would suggest to plan on something that could happen anywhere within the 22 mile area.
 - B. Mr. Caton asked what roads were going to be shut down. After discussion it didn't appear the school buses would be affected by the detour.
 - C. Chairman Allen felt it would be a beneficial to have several meetings with the key players, (DOH, Fire, EMS, LE, and EMA etc.) to come up with an IAP prior to the project starting. Mr. Sherwood suggested to also look at possible landing zones as well.
2. Chairman Allen asked Mr. Keller about the possibility of setting up a Traffic Incident Management System (TIMS) training for Jefferson County. Mr. Keller stated it was a simple process. A Fire, EMS, LE or Towing company just has to put in a request for the training. As part of the training, if the host of the training has not received the package of the road signs and cones they are entitled to them for signing up. Also, if another department or organization signs up at least 5 members, they would also receive the package of road signs and cones. The class is a 3-4 hour class.

Mr. Keller also suggested for Jefferson County to establish a TIMS committee to include anyone who would be working any road incident.

V. **Member Sharing Time**

1. Jefferson County HSEM – DD Dick Myers – DD Myers stated he also attended the LEPC workshop which provide a great deal of information. He advised there was many things that he was not aware of and was one of the best trainings the WV EMD has provided involving an LEPC during his experience in Emergency Management. DD Myers stated this was the first in a series of LEPC trainings/workshops the WV EMD is going to provide. He commended Shawn Dunbrack for the putting together the power point presentation, as well as, Sandy Green for presenting the information and Teresa White.
2. JC Emergency Services Agency – Chief Bob Burner – Nothing to report.
3. Jefferson County COAD - Michele Goldman - Nothing further to report.
4. Jefferson County Health Department – Threat Preparedness Coordinator – Mason Weikle – Mr. Weikle advised they are doing another vaccination clinic scheduled for tomorrow from to 2pm-6pm at the Ranson Civic Center and another the following Friday from 2pm-6pm. They will assess the need for further vaccine clinics and will update if additional clinics are scheduled. He also stated he attended an ICS training in Bridgeport with the Healthcare Coalition yesterday which was very beneficial and highly recommended it for those who have an opportunity to take the class. There is another training scheduled for Thursday in Charleston if anyone was interested.
5. Jefferson County Health Department – Dr. Reidy – Dr. Reidy advised our Covid cases have dropped considerably and back to where we were in early November. He stated we are still not over this yet and will be 2 years next month since WV saw its first case. The Jefferson County BOE has dropped its mask requirement for schools. Free home test kits are available and he suggested if you test positive it would be idea to get a PCR test to sure and it helps document cases. Dr. Reidy expressed the importance of having the vaccine and booster as it shows one would be less likely to become severally ill if they were to be infected. He stated less than half of the population has not received a booster and are still vulnerable to becoming hospitalized or put in the ICU.
6. Volunteer – John Bresland – Mr. Bresland also attended the LEPC meeting and thought it was great information and committed on how well the power point was presented. He suggested that once we receive a copy of the presentation to share it to our LEPC members. Chairman Allen stated that we would like to set aside a time, aside from the regular LEPC meeting, to do a training workshop to the membership. Mr. Bresland shared an incident in West Texas at a fertilizer facility and a more recent one in Winston Salem, NC on January 31 of this year to show the value of a LEPC. He also suggested to invite someone from the Winston Salem LEPC or Fire Department to speak about their experience.
7. Jefferson Medical Center –WVU - Donnie Grubb – Mr. Grubb wanted to give kudos to the WVNG Support for their assistance with helping out the hospitals the last few weeks. The guardsman have not complained and just jump in where they are needed with the exception of

patient care. He said it is unbelievable how much with them being here has helped the morale of the staff. He is not sure how much longer they will be here, but knows the governor has extended their deployment.

8. Co-Chair John Sherwood – Mr. Sherwood asked if we were going to have any media/tv representatives present for the BERP training. Chairman Allen stated we would make every attempt to have them present as well as sending out press releases and posting on social media outlets.
9. Opequon Radio Society - Gary Ballou – Mr. Ballou stated the LEPC workshop meeting was good and was very informative knowing what the LEPC are required to do and how they operate. He wanted to thank Mr. Clohan for taking care of the roads during this winter season.
10. WV DOH – Kenneth Clohan – Mr. Clohan thanked everyone for the invite to the meeting and will keep everyone up to date with information as it becomes available.
11. WV DOH – Bill Keller – Mr. Keller stated he would assist with anything we needed and don't hesitate to call.
12. Jefferson County HSEM - Chairperson Steve Allen – Chairperson Allen stated he would like to set up a training after the power point presentation becomes available to members regarding the LEPC workshop that some had attended this past Friday. If possible, maybe he could get Sandy Green to go over the presentation or at the least assist with it. After attending the meeting, he felt like it would be a good idea to set up additional committees for the LEPC sometime in April to include training, public awareness, by laws, and updating our EOP.

VI. Adjournment

1. Donnie Grubb moved for the closing of the LEPC meeting, and John Sherwood seconded the motion. All approved. Mr. Allen adjourned the meeting at 1000 hours. The next meeting of the Jefferson County LEPC will be held 8:15 on Wednesday, April 20th and considering it to be in person at the Hospice of the Panhandle.