

**Jefferson County Local Emergency Planning Committee
Minutes
October 19, 2022**

The Jefferson County LEPC held a hybrid meeting at Hospice of the Panhandle and via Go-To-Meeting on Wednesday, October 19, 2022. Those present were: Steve Allen, LEPC Chair/ JCOHSEM Director; John Sherwood, LEPC Co-chair /Chamber of Commerce; Ed Smith, LEPC Treasurer/President of Independent Fire; Dick Myers, JCOHSEM, Deputy Director; Sanford Green, WV EMD Region 3 Liaison; Michele Goldman, Jefferson County COAD; Jennifer Walters, JCOHSEM, Public Information Officer; Dr. Terrence Reidy, Jefferson County Health Department; Mason Weikle, Jefferson County Health Department; Steven Patterson, Fusion Center, Deputy Director; George Ware, Vice President of Independent Fire; Gary Ballou, Opequon Radio Society; Brandon Caton, Jefferson County Schools (Safety Director); Rich Clawson, Animal Welfare Society of Jefferson County; George Butler, Assistant Director, CBP/ATC; Lt. Robert Sell, Jefferson County Sheriff's Department; Sara Considine, Jefferson County ESA; Ryan Levins, Chief Ranger, National Park Service- Harpers Ferry NHP; John Bresland, Community member; Barbara Miller, General Public; David Tabb, General Public.

(Virtual attendance) Angela Gordon, Registered Nurse, Panhandle Home Health.

- I.** Call to Order - Chairman Allen called the meeting to order at 0820 hours. The opening prayer and pledge of allegiance was given by John Sherwood.
- II.** Minutes
 1. Minutes of the previous meeting were presented by Chairman Allen. Lt. Robert Sell asked to correct the August minutes to reflect that the meeting took place on Thursday, August 18, 2022, not on Wednesday, as noted in the minutes presented. August 2022 will be corrected appropriately. John Sherwood moved to approve the minutes with changes as noted and corrected for the August 18, 2022 LEPC meeting, seconded by Ed Smith. All approved.
- III.** Financial Report
 1. Mr. Allen advised we currently have \$4,791.71 in the regular account and reported that monies spent included Expenditure Check # 3001 for \$275.00 for the Jefferson County Fair Association Booth and Expenditure Check # 3002 for \$125.00 for the Jefferson County Fair Association Tickets. This would bring the ending balance, as of August 31, 2022, to \$4,391.71. Also, it was reported that there is \$13,223.08 in the Mass Fatality account. Mr. Smith provided a report that was signed and will be placed into the records. Ed Smith motioned to approve the financial report, Rich Clawson seconded. Report was approved by all present.
- IV.** Unfinished Business
 1. Exercises
 - a. Exercise Sub-Committee – Donnie Grubb – Chair
 - i. Mr. Grubb was not present to give updates.
 - b. 2022 WV Homeland Security Region 3 Exercise Series UPDATE – Sandy Green/Don McLaughlin
 - i. Smoking Mountains II

1. Mr. Green stated that the Smoking Mountains Functional Exercise was held at Hardy County OEM 911 Center on October 4, 2022. He reported that it was well attended and that those who were able to attend learned greatly from the exercise. The decision to conclude the franchise with the functional exercise was made. The new cycle will begin with a new scenario. This decision was made due to the inability to schedule a full-scale exercise and hold an after-action improvement plan prior to the next round of Homeland Security Grant Program cycle of grants. The after-action improvement plan would be used by some of the counties for components of the Homeland Security Grant Program. Because of Covid, this process took around three full years. It is still being determined when the first meeting will take place for the 2023 cycle.
2. Mr. Allen stated that the participation from Jefferson County was exemplary. He also wanted to point out the cooperation with Jeff Polczynski, who provided a sense of realism to the exercise with the visualization of CAD and the mapping of each location that was in the scenario. Mr. Myers also had previously had GIS produce mapping of the locations that was visible during the exercise for those who participated. Mr. Myers also stressed that this was a functional exercise and that the Emergency Operations Center needs to be brought to the exercise in order to improve the agency's/organization's skills. Mr. Butler attended remotely and provided notes that he took to those who were unable to attend. Mr. Butler reports that he has a lot of interest in the desire to reach out more so to the greater community. Dr. Reidy agreed that attending the exercise was very helpful and that it was extremely interactive thanks to Jeff Polczynski.
3. Mr. Green stated that there is a need for the audio equipment to be sufficient for all to be able to hear during the exercises. Additionally, all agencies should be participating in exercises and testing their resources. Mr. Myers encouraged agencies to not wait until after the exercises to inquire about participating and how it is beneficial to participate in order to test resources and ability to respond within your organization. Mr. Green also stated that getting one scenario, including a hazmat incident, for all of Region 3 and Pendleton County is always a challenge.

ii. Sheriff's Department

1. Lt. Sell stated the Sheriff's Department had notified the committee that they will hold a Table-Top Exercises (TTX) will be held on Thursday, November 3, 2022 at the 9-11 Center in regard to an active assailant scenario. There was a pre-meeting, last Thursday, October 13, 2022, held in order to continue moving forward with this endeavor. Mr. Allen stated that it would include the representatives from the first responder groups. Lt. Sell informed that those invited include the 911 center, the schools, local agencies, local law enforcement, local fire departments, ESA, National Conservation Training Center, and transportation. Mr. Patterson stated that the Fusion Center would be able to assist with an inject, if desired. Lt. Sell stated that the media would not be involved in this specific exercise. Lt. Sell also stated that for the Full-scale Exercise, that will be in the future, they will need volunteers to play

victims and actors. Mr. Green interjected that while it is a difficult topic to broach with school systems, it is needed in order to be prepared for the “what-ifs” and how it should be prepared for and would be handled. Lt. Sell added that he has spoken to Heather Morgan, at the Chamber of Commerce, to have businesses to implement a plan for an active assailant situation.

2. Grants

a. SERC and LEPC

- i. Mr. Green stated that SERC and LEPC will continue to receive grants at \$3,000 each. At this point, we will continue to receive the \$3,000 grant and it was learned at a meeting last week that SERC will decide, at their discretion, if it will be given up front as opposed to a reimbursement contingency basis for the next year.

b. HMEP GRANT

- i. Mr. Allen stated that he has not heard anything in regards to the Hazardous Materials Emergency Plan grant and had no additional news or updates. Mr. Allen also clarified that some of the equipment that was purchased and thought to have been housed at the National Guard is actually with the Public Service Training. The National Guard is able to use the equipment. Mr. Green stated that the HMEP is on a three-year cycle and that applications can be made to SERC at any time. The grants can be used for training, exercising, and planning; just not for response equipment. Mr. Allen informed the committee that he will be repackaging the HMEP grant application and resubmitting it to SERC, as opposed to having separate plans, as a concise document.

3. Training

a. Opequon Radio Society

- i. Mr. Ballou stated that the Opequon Radio Society has classes being held on Saturdays to help those interested pass the Amateur Radio Exam. The first two exams might be a bit easier than the third one that is quite difficult. For the third exam, there will be a need to have tutoring individually for that. Mr. Ballou also stated that the classes are free and it will be an hour a week. The website that was provided is www.w8ors.org. Mr. Ballou stated that it took him two months to complete his course study and complete the test for the HAM Radio certification. But, he has seen some people take upwards of eight months.

b. Jefferson County Health Department

- i. Dr. Reidy and Mr. Weikle stated that the Jefferson County Health Department just wrapped up the training at Summit Point Training Facility for Active Assailant training. Additionally, Mr. Myers acknowledged that at 1 p.m., today (October 19, 2022), the Department of Health will be erecting their newly acquired tent, for anyone who would like to come down and help set it up.

c. ESA, Sara Considine

i. Upcoming Training Dates

1. November 4, 2022 – Geriatric Education for Emergency Medical Services (GEMS)
2. November 18, 2022 – CPR Training and Renewal
3. December 2, 2022 – Advanced Cardiac Life Support (ALCS) Renewal

d. Mr. Bresland

- i. Mr. Bresland was a keynote speaker and has a presentation with two “newsreel” videos including a major chlorine release with first responders in St. Louis, Missouri and a chemical explosion that took place in Philadelphia that he is willing to share with the committee. The presentation itself is roughly an hour, but the “newsreel” videos that could benefit the committee are roughly three to five minutes each.

e. Jefferson County COAD, Michele Goldman

- i. Ms. Goldman informed the committee that St. Agnes Catholic Church performed in CPR and First Aid for roughly 35 people. Ms. Goldman stated that she focused on the medical component of the training and David Matera handled the law enforcement focus. Ms. Goldman stated that she had local law enforcement conduct a walk-through emergency response plan and she has been attempting to provide training to the parishioners of her church, including “RUN-HIDE-FIGHT.” The complicated component is that there is only one exit and she was hoping to use some grant money to construct an additional evacuation point for the building. Mr. Green stated that it would be spoken at greater length at the WV Faith Based Security Summit: Active Shooter Preparedness for Houses of Worship in Berkeley County meeting on November 15, 2022. Ms. Goldman also stated that she is signed up with another person for the Active Assailant training at Independent Bible Church.

f. Mr. David Tabb

- i. Mr. Tabb stated that the Conservation District is working on training with the local farmers that it is imperative to know what is hazardous on your property and to take inventory, including what, where, and how much you have. He implored having a contingency plan, including placards, symbols, and to have someone else know about these items in the event that something does transpire. Mr. Allen stated that it was a great point to have brought up since farmers were exempted from reporting since the Superfund Amendments and Reauthorization Act (or SARA) came out in 1986.

g. Stop-The-Bleed

- i. Mr. Weikle and Ms. Considine have no updates at this time.

4. Planning

a. BERP/Animals in Disaster – Dick Myers

- i. Mr. Myers stated that there have been two meetings of the Bovine Emergency Response Plan Committee. There has been good participation and ability to obtain resources. It is a work in progress and moving forward.
 - ii. Mr. Allen stated that Mr. Myers and Ms. Candace Schafer-Horman updated the Animals in Disaster Plan and it would be presented to the Region 3 EPMA Group and Pendleton County, asking for any changes, corrections, or additions. Once that was completed, it would be presented to each of the county's commissioners in each county for their approval.
 - b. 2024 Hazard Mitigation Plan update grant application
 - i. Mr. Allen stated that there has not been any updates thus far. Ms. Miller stated that the rules for the grants has changed, especially for those communities that are CRS communities.
5. Tier II reporting facilities
- a. Mr. Allen stated they have received no additional reports from facilities. Mr. Allen stated that there is work being done to have an additional person available to view Tier II Manager in order to have a second set of eyes, in the event that Mr. Allen is unavailable to get onto the site.
6. Public Inquiries on Rockwool
- a. Mr. Allen stated that there have been no new inquiries regarding Rockwool. He did add that OHSEM does receive environmental site assessment requests involving properties in Jefferson County and if there were any hazardous materials stored or used on the site being asked about in the request. This can be accomplished by using the Tier II Manager.
7. WV Division of Highways Rockslide Mitigation Project – Route 340
- a. There was no one from the Department of Highways present at the meeting to update the Committee.

V. New Business

- 1. West Virginia Fusion Center Presentation – Steven Patterson, Deputy Director
 - a. Mr. Patterson stated essentially that the WV Fusion Center is “the clearing house for threat intelligence for the state” and provided a very informative presentation to those present for the meeting.
 - b. Encouraged attendees to download the application “See Something/Send Something” or to visit their website www.fusioncenterwv.org
 - c. Mr. Patterson conducted a presentation on the Fusion Center Process.
 - 1. The process includes the private sector, public safety, law enforcement, and the Federal government by using the following steps:
 - Information collected;

- Information integrated;
- Information evaluated;
- Information analyzed;
- Information disseminated;
- Informed response.

VI. Member Sharing Time

1. Independent Fire- Mr. Ware and Mr. Smith – There will be a transition in EMS with the same guidelines. Most fire companies have reluctantly agreed to the change. The new guidelines should come out around or about March 1, 2023. There is a loss of those coming in who are EMS certified and there are not as many volunteers. The impact of this is going to be dramatic.
2. Jefferson County Health Department- Dr. Reidy stated that there is a new variant and that the new vaccine can help protect against that new variant. Additionally, Dr. Reidy added that the flu is having a big year in Australia and that is a good predictor of how it will affect the United States. Dr. Reidy included that flu season is coming early this year. He added that if your agency needs outreach to get vaccines, please reach out to the Jefferson County Health Department. Mr. Sherwood asked if there was a specialized vaccine for those community members who are over the age of 60 and Dr. Reidy informed the meeting participants that the Jefferson County Health Department has a supply of vaccines for those who are over the age of 60.
3. Ryan Levins, Chief Ranger, National Park Service- Harpers Ferry NHP- The Regional Dispatch Center has moved from Hagerstown, Maryland, after 20 years, to Harpers Ferry at the Camp Hill location, next to the maintenance building. Mr. Levins did add that the U.S. Forest Service is separate from the National Park Service, as far as management.
4. David Tabb, Member of the Public- Mr. Tabb brought up that in the 1930s and 1940s, an estimated 179 dams were built and are under the vigilant watch of the Conservation District. He is concerned that these could be soft targets. Also, he stated that the fire companies are in a state of disarray. The equipment is available, just not the personnel. He urged that both of these issues be put into the contingency plans.
5. Jefferson County Sheriff's Department, Lt. Robert Sell- Lt. Sell notified the committee that "No Shave November" has started early, thanks in part to Sheriff Hansen. Lt. Sell also alerted the committee that there are new scammers that are using the Jefferson County Sheriff's Department Office phone number, but calling from another location, potentially confusing the receiver of the call. Lt. Sell stated that they have updated their Facebook page to alert community members. Mr. Patterson added that sometimes, seasoned community members could be lonely and just happy to have an "outside connection" to someone. This is something that scammers are targeting. There are three clues to the scam:
 - a. The scammers will state that it is Sargent Hansen; it is Sheriff Hansen.
 - b. If you get a subpoena from Martinsburg, that is Berkeley County, not Jefferson County.
 - c. The scammer will give a four digit badge number. Jefferson County does not have badge numbers that have four digits.
6. Customs and Border Protection/Advanced Training Center, George Butler- Next Wednesday, October 26, 2022, there will be a national continuity exercise. This is the second phase of it, dubbed "Eagle Horizon." State of play will be a cyber-incident with civil unrest. The nexus to the ATC will be an alternate location for the D.C. leadership and possibly DHS due to being close enough to be part of the action, with possible

staging areas for the National Capitol region (which could impact our area, but it is not anticipated to be significant). Mr. Butler added that with the two new buildings being built, it could become a location of more training for those who do not desire to drive all the way to the District of Columbia.

7. Jefferson County Public Schools (JCPS), Brandan Caton (Safety Director) – Mr. Caton notified the committee that the Jefferson County Public Schools have conducted active shooter training at 50% of the schools, if not 75%. They have eight more schools scheduled for the staff in February 2023. This has not included the students due to the public relations component. JCPS is working on a reunification plan for the children and the parents, as well as, planning to do a walk-through with the parents and one grade level of students in May 2023. Mr. Allen expressed his gratitude for the crisis plans and layouts. Mr. Patterson stated that Jessica Eagle is working with the Federal Bureau of Investigation to get the “See Something/Send Something” on all school tablets or computers that the students have access to in order to alert authorities to something being concerning or that is occurring.
8. Mr. Myers did ask that all that plan to attend the meeting to please alert Mr. Allen so there can be an accurate headcount so there is an appropriate amount of food for those who attend.

VII. Adjournment

1. Co-Chair John Sherwood moved for the closing of the LEPC meeting, and Ed Smith seconded the motion. All approved. Mr. Allen adjourned the meeting at 11:02 a.m. The next meeting of the Jefferson County LEPC will be held 8:15 a.m. on Wednesday, December 21, 2022 and will be held at the Hospice of the Panhandle.