

Jefferson County Local Emergency Planning Committee
Minutes
February 15, 2023

The Regular Bi-Monthly meeting of the Jefferson County LEPC was held at Hospice of the Panhandle on Wednesday, February 15, 2022. Those present were: Steve Allen, LEPC Chair/ JCOHSEM Director; Ed Smith, LEPC Treasurer/President of Independent Fire; Dick Myers, Deputy Director, JCOHSEM; Sanford Green, WV EMD Region 3 Liaison; Sheriff Tom Hansen, JCSD; Dr. Terrence Reidy, Jefferson County Health Department; Mason Weikle, Jefferson County Health Department; Cindy Culley, Jefferson County Health Department; Robin Pence, Jefferson County Health Department; Liney Gregory, Jefferson County Health Department; Kimberly Burgess, Rockwool; Walt Dewalt, Hospice of the Panhandle; Bill Partlow, American Red Cross; George Ware, Vice President of Independent Fire; Craig Horn, Jefferson County ESA; Ryan Levins, Chief Ranger, National Park Service- Harpers Ferry NHP; Gary Ballou, Community Group; Michelle Goldman, Community Group; John Bresland, Community Group; Nathan Cochran, JC Attorney; David Tabb, General Public.

I. Call to Order - Chairman Allen called the meeting to order at 0821 hours.

II. Minutes

1. Minutes of the previous meeting were presented by Chairman Allen. Dr. Terrance Reidy moved to approve the minutes, seconded by Ed Smith. All approved.

III. Financial Report

1. Mr. Allen advised we currently have \$4,368.57 balance in the Regular Account. Also, it was reported that there is \$13,223.08 balance in the Mass Fatality account. Chief Ed Smith provided a report that was signed and will be placed into the records. Walt DeWalt motioned to approve the financial report, Sheriff Hansen seconded. Report was approved by all present.

IV. Unfinished Business

1. Exercise Sub-Committee – Donnie Grubb – Chair
 - a. Mr. Grubb was not present to give updates.
2. 2022 WV Homeland Security Region 3 Exercise Series UPDATE – Sandy Green
 - a. Mr. Allen advised that he had sent out the After Action Report (AAR)/Improvement Plan (IP), to the group as well as those who had participated in the exercise. There is an AAR-Improvement Plan meeting scheduled on March 9th with the participating counties (Region 3 and Pendleton County) to discuss and finalize the document.
 - b. Mr. Green stated during the call we will start the initial planning for the next regional exercise. It will include a large law enforcement nexus.
 - c. Mr. Green and Mr. Allen advised the group to consider which capabilities your organization or agency would like to test so it could be written into the new exercise. Contact Mr. Allen as soon as possible so it can be forwarded to Don McLaughlin.
3. 2023 Functional Exercise Jefferson County Sheriff's Department (Active Assailant Scenario) – Sheriff Hansen
 - a. Sheriff Hansen stated there was nothing to add at this time.
 - b. Mr. Green stated as a follow-up to the Table Top exercise. The Jefferson County BOE is going to be the lead for this functional reunification exercise. It is going to include the 5th grade class from the Wright Denny Middle School on March 31, 2023. To elevate the concerns of an active threat

scenario for the parents and children, the scenario will be based on a utility failure. If all goes well, a larger scale exercise will follow possibly in May.

4. SERC GRANT

- a. Mr. Green informed the attendees that it was still unknown if the SERC grant is to be given to the grantee up front or if it be on a reimbursement basis.
- b. Mr. Allen explained what the grant can provide to the community.

5. HMEP GRANT

- a. Mr. Allen stated he is working on resubmitting the application to update some of our plans for Jefferson County.
- b. Mr. Green stated the HMEP grant is on-going. Any entity within the county/jurisdiction can submit an application as long as it is transportation or hazmat related. However, it cannot be response equipment.

6. TRAINING

- a. Mr. Allen asked the group about receiving our monthly newsletter, because it lists the classes available for each month. If anyone is not receiving it and would like to please let him know so we can add your name to the list.
- b. The following in person classes are being offered:
 - i. WV – specific Auxiliary Communications Course – Ripley, WV on 3/11/23
 - ii. WV – specific Auxiliary Communications Course – Raleigh Co., on 3/25/23
 - iii. WV – specific Auxiliary Communications Course – Morgan Co. on 4/22/23
 - iv. Demystifying Cyber Attacks – Charleston, WV on 4/4/23
 - v. Cybersecurity Resiliency in Industrial Control Systems – Charleston, WV 4/5/23
 - vi. Demystifying Cyber Attacks – Charleston, WV on 5/16/23
 - vii. Cybersecurity Resiliency in Industrial Control Systems – Charleston, WV 5/17/23
- c. The following online courses are available through FEMA
 - i. ICS700, ICS800, ICS100, ICS200 and IS230
- d. Mr. Allen advised that opportunities for ICS300 and ICS400 can be taken at CBP/ATC or the VA Center as long as space is available.

7. PLANNING

- a. BERP- Dick Myers
 - i. Mr. Myers stated the BERP committee last met on February 2nd. As a committee they felt the current plan is complete in its current form. The decision was made to bring before the fire association for their approval. Mr. Myers and Mr. Allen will present it to the fire association on March 7th.
 - ii. Mr. Allen advised the group that we had received a grant to purchase a trailer and equipment in the event an incident would occur within Jefferson County. He also stated, himself and Mr. Myers will be going before the County Commission to ask for additional equipment for the trailer.
 - iii. Mr. Myers advised the BERP committee is also working on additional training to include extrication and setting up a mock incident. He ask if anyone knows of large livestock trailer that could be donated for the training to let him know. Mr. Tabb stated he would do some inquiring and get back with Mr. Myers.
- b. Animals in Disaster Plans – Dick Myers
 - i. Mr. Myers stated the Regional Animals in Disaster Plan includes all of the Region 3 counties as well as Pendleton County. He advised the update included changing some

of the verbiage, animal statistics that came from the new census, county MOU's, any new shelters locations and contact information.

- ii. Mr. Allen advised the group about our pet trailer as well as what equipment we carry inside. He went on to give the background on Hurricane Katrina and how we needed to provide sheltering for pets with the passing of a presidential doctrine.
8. Tier II reporting facilities
 - a. Mr. Allen reported he has received 39 Tier II reports since the last report.
 9. Public Inquiries on Rockwool
 - a. Mr. Allen reported that there have been no requests from the public.
 10. WV Division of Highways Rockslide Mitigation Project – Route 340
 - a. There was no representative from the West Virginia Division of Highways present to provide an update.

V. New Business

1. Dr. Reidy had discussed and presented information on Narcan (Naloxone) Administration Training Program. He stated that the Health Department would provide free training to any organization if requested. The training takes only about 10-15 minutes.
 - a. Dr. Reidy and his staff conducted Narcan (Naloxone) training after the meeting for those who were interested.
2. Mr. Allen would like to set up a few sub-committees and asking for volunteers to chair the following:
 - a. Membership -
 - b. Budget -
 - c. By-Laws -
 - d. Training/Education –
3. Mr. Green thought it would be beneficial to utilize the Mass Fatality Funds to fund additional training and exercises separate from the regional exercises. Specifically, Rescue Task Force Training or a Mass Fatalities Weekend.

VI. Member Sharing Time

1. Mr. Ballou advised his organization gives ham radio training on Saturdays and testing on the 3rd Sunday of the even months except for December.
2. Captain Horn stated there are numerous classes listed on their website for those who are interested. Free community classes are available as well to include CPR, First Aid, and Stop the Bleed.
3. Mr. Myers thanked everyone for attending the meeting as well as those who had attended the regional exercise. He passed out the See Something, Send Something brochure to the group. Mr. Myers also brought up the SERC conference will be held on March 28th and 29th of March at Canaan State Park. He stated the SERC would pay for 2 LEPC members but we can send as many as who wish to attend just let Mr. Allen know as soon as possible.
4. Ms. Goldman advised she is working with several churches to work towards an emergency action plan. Some of which may be applying for the Non Profit Grant. They are also looking at how churches may be able to assist through a COAD when a disaster happens within Jefferson County and Shepherdstown.
5. Mr. Tabb referenced the Ohio train derailment incident stating the manifest may not have correct. He also advised that Ryneal Transport has gone out of business. He suggested, that everyone should be prepared if they are not already, (ie. food, water, generator).
6. Mr. Cochran thanked everyone for attending and stressed the importance of this committee.

7. Mr. Smith gave an update on the transition of the fire departments ambulances to the ESA. He stated most are on board and things are continuing to move along.
8. Mr. Ware suggested we reach out to the Horseman's Association as a resource to go along with the BERP Plan.
9. Mr. Bresland talked about per-and polyfluoroalkyl substances (PFAS) that goes along with what Mr. Tabb spoke to earlier with the Ohio train derailment. The EPA is taking steps to protect public health by proposing to establish enforceable levels for six PFAS known to occur in drinking water. The cost of testing and taking samples is considerable if you are doing it across the country.
10. Mr. Levins stated they have approximately 50 employees and several different offices within Jefferson County. One that does all the maps for the Parks Service as well as a regional dispatch center. He appreciates the information that comes out of the meetings and looks forward to continue to work with this committee.
11. Mr. Partlow thanked everyone and to feel free to reach out to them if the need arises.
12. Sheriff Hansen advised of two upcoming community events. May 20th will be their cruiser competition at the Jefferson County Fairgrounds between 11am to 1:30pm. The second is the National Night Out being held on August 1st.

VII. Adjournment – Sheriff Hansen moved for the closing of the LEPC meeting, and Bill Partlow seconded the motion. All approved. Mr. Allen adjourned the meeting at 10:18 a.m. The next meeting of the Jefferson County LEPC will be held 8:15 a.m. on Wednesday, April 19, 2023 and will be an in-person meeting.