

**Jefferson County Local Emergency Planning Committee**  
**Minutes**  
**April 20, 2022**

The Jefferson County LEPC held a hybrid meeting at the Hospice of the Panhandle and via Go-To-Meeting on Wednesday, April 20, 2022. Those present were: John Sherwood, Chamber of Commerce/LEPC Co-chair; John Bresland, Community member; Gary Ballou, Opequon Radio Society; Dick Myers, JCOHSEM; Dr. Terrence Reidy, Jefferson County Health Department; Tom Thompson, Martinsburg VA; Gino Sisco, Jefferson County Health Department; Jesse Hott, American Red Cross; Sheriff Tom Hansen, Jefferson County Sheriff's Office; Walt DeWalt, Hospice of the Panhandle; Sean Murtagh, Animal Welfare Society of Jefferson County; Rich Clawson, Animal Welfare Society of Jefferson County; Sean Munekata, CBP/ATC. (Hybrid – Stacey Phillips, Rockwool).

Vice-Chairman Sherwood, 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 Vice-Chairman Sherwood. Sheriff Hansen moved to approve the minutes for the February 16, 2021 LEPC meeting, seconded by Jesse Hott. All approved.

**II. Financial Report**

1. Mr. Myers advised we currently have \$4,790.71 in the regular account and \$13,224.08 in the mass fatality account. Sheriff Hansen moved to approve the financial report, Jesse Hott seconded. Report was approved by the membership.

**III. Unfinished Business**

1. Mask Project Update
  - a. No new updates.
2. Exercises
  - a. Exercise Sub-Committee – Donnie Grubb – Chair
    - i. Mr. Grubb was not present to give updates.

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

- i. Mr. Myers advised Mr. McLaughlin and Mr. Green had finalized the date for the Smoking Mountains TTX. The exercise will be held at Hospice of the Panhandle on May 3, 2022 starting at 10am. 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.
- ii. Mr. Myers stated the Sheriff's Department had asked us to assist with an Active Shooter TTX scheduled for sometime this fall followed up with a functional and full scale next year.
- iii. Sheriff Hansen added that they will be doing an ALICE training and an active shooter with Friendship Bible Church on July 18-19. He went on to say there is limited space but if anyone would come and observe to contact Lt. Sell. There was further discussion about an upcoming active shooter training provided by the FBI and State at Mr. Sherwood's Church date is TBD.

3. Grants

Mr. Myers stated there has been no updates at this time.

4. Training

- a. Mr. Myers gave an update on the BERP Training from last month. He explained what topics and benefits of having the training provided to the participants. He also advised we had purchased a trailer with livestock panels and gates from the BERP Grant.
- b. Mr. Myers stated there was an upcoming ICS 300 and 400 class on June 6-10, 2022 at the Frederick County Community College. If anyone was interested contact him or director Allen for more information.

5. Tier II reporting facilities

- a. Mr. Myers stated they have received approximately 43 Tier II reports thus far from reporting facilities.

6. Public Inquiries on Rockwool

- a. Mr. Myers stated that there have been no new inquiries regarding Rockwool. Discussion was held as to whether we needed to keep this as an action item. Mr. Sherwood stated he would speak with Chairman Allen and bring back to the group.

#### **IV. New Business**

1. No DOH representatives were at the meeting to provide updates. Discussion was held about the project ie, time, schedule, alternate routes. Sheriff Hansen stated it definitely needs to be done but would like to see it done at night instead of during the day. The road project went into the next item.
2. Mr. Myers brought up DOH's invitation to put on a Traffic Incident Management System (TIMS) training for Jefferson County. Any Fire, EMS, LE or Towing company can request 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. The class is 3-4 hours. Anyone who is interested can contact Bill Keller.

#### **V. Member Sharing Time**

1. VA Medical Center – Emergency Manager – Tom Thompson – Mr. Thompson stated they had an ICS 300 class and one individual Mason Weikle from Jefferson County attended. They will be hosting another ICS 300 in either October or November. This August will be hosting an ICS 400 with one slot available for Jefferson County. The VA Center will be doing an ICS 300 class twice a year starting FY 2023 and an ICS 400 at least once a year or every other year. Will also be teaching an EOC operations course next calendar year.
2. Opequon Radio Society - Gary Ballou – Mr. Ballou stated they do Amateur Radio classes and exams for those who were interested.
3. Animal Welfare Society – Board Member – Rich Clawson and Sean Murtagh advised they would be participating in the TTX. They would be available to assist with the trailer in the event of any evacuations. Mr. Myers stated he was working on updating the Animals in Disaster Plan and found several pet friendly hotels with one interestingly willing to take any kind of animal if it is an emotional support animal. Mr. Sherwood told about how Jefferson County was the first county to have a pet trailer. Mr. Bresland asked if they were volunteers who run the shelter. Mr. Clawson stated they do have paid staff, but the board members are volunteers.
4. Customs Border Patrol/Advanced Training Center – Emergency Management Division - Sean Munekata – Mr. Munekata wanted to thank everyone for the invitation to the LEPC meeting. He stated it was finally nice to meet in person. They have been busy and continue to be busy dealing with the issues at the border. Many of the staff have been deployed to assist, so it hasn't given them much time for training and meetings. He does teach ICS classes frequently and hopes to provide opportunities for Jefferson County to participate when classes and space are available.
5. American Red Cross – Regional Coordinator/Administrator - Jesse Hott – Mr. Hott stated they playing catch up on the shelter facilities doing inspections, making sure they are ADA compliant, backup generators, contact information, etc within the counties. Still doing sheltering for individuals who have uninhabitable homes do to fire, hurricanes, flooding, etc. Mr. Hott gave the number for us to contact them in the event they are needed. 1-833-583-3191. Mr. Sherwood asked if the Fire Companies have to stay on the scene until they arrive. Mr. Hott

stated it is not a requirement for the volunteers to stay on the scene. They just need to know who the contact person is and where are they located once they get on the scene.

6. Jefferson County Health Department – Administrator – Gino Sisco – Just wanted to introduce himself to the group.
7. First Energy – Regional Representative - Tom Butcher – Mr. Butcher advised, Jefferson County is going to be seeing Solar Panel Farms and may be covering hundreds of acres. Sheriff Hansen stated he knew of two coming to Jefferson County. He wanted to advise people of the dangers just like power lines. He also stated there will be training coming to the local departments. They are putting in an industrial solar panel farm in the area of northern Berkeley County.
8. Jefferson County Health Department – Dr. Reidy – Dr. Reidy – Dr. Reidy stated Covid is getting much less. Awaiting to see if we get any surges like in Europe. He stated the second booster is available. Anyone wanting one, contact the Health Department and schedule. Discussion about whether there will be another variant. Dr. Reidy stated the state received a grant for a drive thru shelter and trailer. The trailer is 6x12, the shelter is 15x30 and includes a jack system to set up, lights, heating and A/C, and generator.
9. Volunteer – John Bresland – Mr. Bresland asked if the LEPC has taken a position on the Ambulance situation. Mr. Sherwood stated that we were not taking any position on the matter and for any questions need to be forwarded to the County Commission.
10. Jefferson County Sheriff's Department – Sheriff – Tom Hansen – Sheriff Hansen stated we should invite Chief 5 to the TTX since the incident is in his area. He thanked Dr. Reidy for his assistance during his Covid experience. He also thanked the Animal Welfare Society for their assistance during a major seizure of animals. They had 14 cats and 40 some dogs between two houses. Mr. Clawson stated out of the 29 dogs seized they took 15 all but one has been adopted. Sheriff Hansen stated he has 4 animal control officers. He went on to say that he has 30 deputies but is down 7 positions at this time.
11. Hospice of the Panhandle – Administrator – Walt DeWalt – Mr. DeWalt wanted to thank everyone for coming and advised the facility is open to any non-profit group for free. He stated it only gets used about 30% of the time and would love to see it being used more. If anyone is interested contact him for availability.
12. Co-Chair John Sherwood – Mr. Sherwood wanted to thank Hospice for the use of the facility and just to let others know that Hospice also does grief counselling. Mr. Sherwood spoke about palliative services that is also provided by Hospice. Mr. DeWalt advised the group that palliative care is someone who has life ending disease that are not eligible for hospice services.
13. Jefferson County HSEM – DD Dick Myers – Mr. Myers thanked Mr. DeWalt for the use of the facility. He also stated that the next meeting will be on Wednesday June 15<sup>th</sup> which will be our annual meeting and we will have to publish it in the local paper and announce that our records are open for public viewing at our office, per state requirements.

**VI. Adjournment**

1. Sheriff Hansen moved for the closing of the LEPC meeting, and Jesse Hott seconded the motion. All approved. Mr. Sherwood adjourned the meeting at 0941 hours. The next meeting of the Jefferson County LEPC will be held 8:15 on Wednesday, June 15th and will be held at the Hospice of the Panhandle.