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Public Awareness Committee
Sign In Sheet
April 10, 2013

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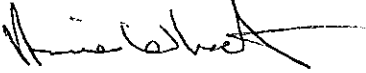

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Jefferson County Homeland Security & Emergency Management
Public Awareness, Education & Training Committee
April 10, 2013
Agenda

I. Call to Order

II. Approval of March 13, 2013 Meeting Minutes.

III. Old Business

- a. Multi-Jurisdictional All-Hazard Mitigation Plan
- b. Resilient Neighbors Network
- c. Mass Fatalities Plan/Mass Fatalities Conference update – October 29 & 30
- d. 2013 Public Awareness, Education & Training Strategy
- e. Veteran's Administration Operation Newton Exercise – TTX March 14, Full Scale Exercise April 4
- f. Community Emergency Response Team (CERT) Training began April 8
- g. WV State All Hazards Mitigation Plan Update Workshops – April 8-12
- h. MGT 405 Mobilizing Faith-Based Community Organizations in Preparing for Disaster – April 25 – Clarion Hotel – sign up must be done via Coursemil. Registration is a prerequisite to admittance
- i. Jefferson County LEPC Tabletop Exercise – April 26

IV. New Business

- a. Envision Jefferson County Public Safety Lunch-n-Learn
- b. Quarterly Partnership Luncheon – Anvil Restaurant \$15 – April 24 at noon
- c. Time to Remember, Time to Prepare – IAEM/FEMA Region 3, Northern Virginia Criminal Training Center, Ashburn, VA – April 30 – 8am – 4:30pm
- d. Bark in the Park – June 1 – 9am – 2pm – Jefferson Memorial Park
- e. Recommended EMI Course for April IS-908 – Emergency Management for Senior Officials
<http://training.fema.gov/EMIWeb/IS/IS908.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 **May 8** at the Jefferson County EOC at **9:00am**.

Jefferson County Homeland Security and Emergency Management
Public Awareness Committee
March 13, 2013
Minutes

Jefferson County Homeland Security and Emergency Management's Public Awareness Committee met at Jefferson County Homeland Security & Emergency Management offices on March 13, 2013 at 9:00 a.m. Present were: Cheryl Keyrouze, PanTran ; Kathy Knight, American Red Cross; Barb Miller, JCHSEM; Jessica Owens, JCHSEM; Kelly Parsons, Chairperson/ Nichols, DeHaven & Associates/ CERT; and Annie Wheat, Ameriworks.

Introductions

Ms. Parsons, Chairperson, opened the meeting. Ms. Knight made a motion to approve the minutes of the February 13, 2013 meeting and Ms. Wheat seconded the motion, all approved.

Old Business:

Ms. Miller stated that the draft document for the All Hazards Mitigation and Risk Assessment Plan is now available for review and comment by the public. The document is over 600 pages long and incorporates data from the County such as comprehensive plans and local ordinances. The Plan can be accessed at <http://www.jeffersoncountywv.org/flood-plain-information/all-hazard-risk-assessment-and-mitigation-plan.html>. Printed copies can be reviewed at our office or at Hunter House of the Jefferson County Commission. Comment forms are available online and at the aforementioned locations. All comments must be submitted by no later than Thursday, March 21, 2013 so that necessary changes can be made.

Ms. Miller provided an update on the Resilient Neighbors Network (RNN). Jefferson County was chosen as one of ten communities from the country to participate in this network. Each month there is a conference call among the communities to provide updates and exchange ideas. Recent discussions during these calls have included mitigation planning and recovery planning. The RNN has also talked about setting up a peer-to-peer network. This network would enable communities to seek advice from other communities during an emergency or disaster that may have experienced similar events or situations relating to their current problem.

Ms. Miller commented that the Mass Fatalities Conference is on schedule for October 29-30, 2013. The conference will be held at the Quality Inn in Harpers Ferry and is for individuals that would work mass fatality events in the National Capitol Region and West Virginia. The Mass Fatality Conference information will soon be available on the LEPC website with assistance from Mr. Mike Davis. The website will have information about the speakers, our community, the conference agenda, and registration information. Ms. Hite has also been working on the Mass Fatalities Plan with the Health Department. J.H. Consulting has been contracted to help develop this countywide plan. Ms. Hite just received the draft of the first chapter for this plan and will be meeting with consultants again soon.

Ms. Miller reported on the status of the animal response trailer training. Although the County has received a grant to help with animals in disaster, training is an ineligible expense. It was hoped that this money could be used for training for the Animals in Disaster Committee; however, training is one of the ineligible expenses. Our office is working with Deputy County Administrator, Sandy McDonald, to try to find another way to use this grant money. Ms. Miller is continuing to look for other grants where training is considered an eligible expense. Ms. Miller did meet with the state training officer and explained our situation; the training officer said that he will try to make some training available soon.

Ms. Miller stated that Ms. Mehling attended the Rapid Needs Assessment Workshop at Hawk's Nest State Park on February 19th and 20th. This training included how to do damage assessments after a disaster has occurred as well as data collection and analysis. Ms. Miller stated that this is one of the Advanced Professional Development Series courses and that this is one of the two Ms. Mehling has left to complete in this series.

Ms. Owens reported that JCHSEM hosted a Media Day on February 20, 2013 for local public information officers and media representatives. In total, over 20 individuals attended the event. This event served as an opportunity for all of the local public information officers and the media representatives to get to know each other better and share information that may be needed if there is a reason to convene a Joint Information Center during a large event.

Ms. Miller reported that two Business Continuity Workshops were held on Tuesday, February 26, 2013 at the Hampton Inn in Charles Town; the first workshop was from 1-4 p.m. and the second was from 6-9 p.m. The workshop from 1-4 p.m. was completely full and the workshop from 6-9 p.m. had 4 attendees. Ms. Miller said that JCHSEM has tried to hold this event at least once a year. Ms. Miller presented on the different risks in Jefferson County, Mr. Neal Nilsen, Ask Neal LLC, talked about protecting hardware and software in businesses, and Mr. David Skeen, Continuity of Operations Planner for West Virginia, spoke from the state's perspective.

Ms. Miller reported that Regions 8 & 9 Hospital Association invited her to speak at a panel discussion with other emergency managers on March 1, 2013 at Stonewall Jackson Lake. The panel discussion was about what hospitals need to know and do before and during an emergency as well as the role of emergency managers and emergency operations centers. Mr. Jefferies of Jefferson Memorial Hospital also presented at this event.

National Severe Weather Preparedness Week was during the week of March 3-9. This week is a preparedness measure suggested by the National Weather Service. As a part of their preparedness measures, Virginia conducted a state-wide tornado drill.

Ms. Miller reported that the Emergency Operations Center was activated for 8 hours on Wednesday, March 6, 2013 for the snowstorm referred to as Saturn by the Weather Channel. Our office received approximately 7 inches of snow before changing to rain. The decision to deactivate was made after the National Weather Service cancelled the Winter Weather Warning and power was restored to the 2,000 individuals without power in Jefferson County.

Ms. Miller reminded the Committee that daylight savings time occurred on March 10, 2013.

Ms. Miller noted that the Veterans Administration Medical Center will be combining a planning meeting and tabletop exercise on March 14, 2013 for Operation Newton. The full-scale exercise will be held on April 4, 2013. Our office has been asked to participate in the exercise; we will be activating the EOC that day and helping as needed. The Red Cross, Health Department, and the Jefferson Memorial Hospital will also be participating.

New Business:

Ms. Mehling will be attending the WVDHSEM State Training at North Bend in Parkersburg on March 26-27, 2013. She will be reviewing debris management, how to help FEMA set up a joint operations center, etc.

Ms. Miller stated that Ms. Mehling has finalized her schedule for the upcoming April/ May C.E.R.T. classes. Classes will start on Monday, April 8, 2013. Most classes have been scheduled on Tuesdays and Thursdays. The final class and exam will be on Thursday, May 2, 2013.

Ms. Miller reported that the West Virginia State Mitigation Plan update meeting will be held at Cacapon State Park on April 8, 2013.

Ms. Miller reported that a training for 'Mobilizing Faith-Based Community Organizations in Preparing for Disasters' will be held on April 25, 2013 from 8 a.m.-5 p.m. at the Clarion Hotel in Shepherdstown. Registration can be done on the WVDMAPs Course Mill at <http://www.onlinelearning.wv.gov/dmasc6>; registration is a prerequisite to admittance. This is likely the last time this course will be taught in WV due to a lack of funding. Ms. Miller also noted that the Partnership Development Committee is working on engaging the faith-based community more than they have in years past. A lot of these faith-based organizations helped out citizens during the Derecho last year by handing out water, opening their churches as cooling shelters, etc. By working more closely with this community we can work on coordinating efforts in the event of an emergency. Ms. Owens has been working on developing a faith-based organization database to assist the Partnership Development Committee with this goal.

Ms. Miller stated that the LEPC has chosen the evening of Friday, April 26, 2013 as their tabletop exercise. The exercise will be regarding a hazardous materials event.

The recommended EM! courses for March are IS-10a—Animals in Disaster: Awareness & Preparedness, IS-11a Animals in Disaster: Community Preparedness, and IS-111—Livestock in Disaster.

Member Sharing:

Ms. Keyrouze reported that she is looking at her office's emergency plan to see if it needs to be updated.

Ms. Knight said that she is going to the Brown Bag Luncheon for Envision Jefferson today. The panel today consists of the USDA, U.S. Customs and Border Protection, and the Harpers Ferry National Park.