


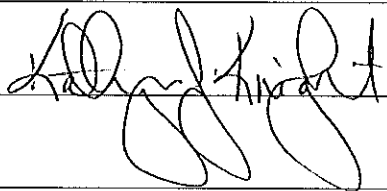





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Public Awareness Committee
Sign In Sheet
March 13, 2013

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Jefferson County Homeland Security & Emergency Management
Public Awareness, Education & Training Committee
March 13, 2013
Agenda

I. Call to Order

II. Approval of February 13, 2013 Meeting Minutes.

III. Old Business

- a. Multi-Jurisdictional All-Hazard Mitigation Plan – Comments due by March 21
- b. Resilient Neighbors Network
- c. Mass Fatalities Plan/Mass Fatalities Conference update – October 29 & 30
- d. 2013 Public Awareness, Education & Training Strategy
- e. Animals Response Trailer Training
- f. Rapid Assessment Workshop – Hawks Nest State Park – February 19-20
- g. Public Information Officer Media Day at the EOC – February 20
- h. Business Continuity Workshops – February 26
- i. Presentation at Region 8 & 9 Hospital Association Meeting – March 1
- j. National Severe Weather Preparedness Week – March 3-9
- k. Winter Storm – March 6
- l. Daylight Savings Time – March 10
- m. Veteran's Administration Operation Newton Exercise – TTX March 14, Full Scale Exercise April 4

IV. New Business

- a. WVDHSEM State Training – Recovery from Disaster, the Local Government Role at North Bend State Park – March 26-27
- b. Community Emergency Response Team (CERT) Training begins April 8
- c. WV State All Hazards Mitigation Plan Update Workshops – April 8-12
- d. 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
- e. Jefferson County LEPC Tabletop Exercise – April 26
- f. Recommended EMI Course for March IS-10a – Animals in Disaster: Awareness & Preparedness and IS-11a <http://training.fema.gov/EMIWeb/IS/IS11a.asp> – Animals in Disaster: Community Preparedness and IS-111a—Livestock in Disaster <http://training.fema.gov/EMIWeb/IS/IS111a.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 **April 10** at the Jefferson County EOC at **9:00am**.

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

Jefferson County Homeland Security and Emergency Management's Public Awareness Committee met at Jefferson County Homeland Security & Emergency Management offices on January 9, 2013 at 9:00 a.m. Present were: Patricia Davis (via phone), CERT Volunteer; Katherine Dunbar, Good Shepherd Caregivers; Sandy Hite, Jefferson County Health Department; Michelle Goldman, Eastern Panhandle Free Clinic; Angela Hill, Good Shepherd Caregivers; Cheryl Keyrouze, PanTran ; Kathy Knight, American Red Cross; Denise Lambiotte, Jefferson County Animal Control; Terri Mehling, JCHSEM; Barb Miller, JCHSEM; Jessica Owens, JCHSEM; Kelly Parsons, Chairperson/ Nichols, DeHaven & Associates/ CERT; Steven Rogers, Jefferson County Animal Welfare Society; Gwen Shelton, Jefferson County Animal Welfare Society; Annie Wheat, Ameriworks; and Lisa Yost, Ameriworks.

Introductions

Ms. Parsons, Chairperson, opened the meeting. Ms. Wheat made a motion to approve the minutes of the January 9, 2013 meeting and Ms. Lambiotte seconded the motion, all approved.

Old Business

Ms. Mehling provided an update on the All Hazards Mitigation and Risk Assessment Plan that has been reviewed over the last few months. There have been public meetings as well as Risk Assessment Committee meetings to review the document. The plan is being compiled by Doug Britvec of J.H. Consulting and is near the final draft stage. Both Ms. Mehling and Ms. Miller have reviewed the document numerous times. The document is over 600 pages long and incorporates data from the County such as comprehensive plans and local ordinances. After the draft is completed, the plan will be available for review by the public and the Risk Assessment Committee. The goal is to have the plan completed and accepted by West Virginia and FEMA by this June; the deadline is in July. Ms. Miller commented that this is the third update to this plan and is a requirement by FEMA in order for the communities to be eligible for aid in the event of a disaster.

Ms. Miller reported on Jefferson County's participation in the Resilient Neighbors Network (RNN), which is a part of the Natural Hazards Mitigation Association. 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. Ms. Miller attended a meeting last year in Colorado with other participants in the RNN.

Ms. Hite reported that the Local Emergency Planning Committee (LEPC) will be having a conference this October 29-30 regarding mass fatalities at the Quality Inn in Harpers Ferry for individuals that would work mass fatality events in the National Capitol Region and West Virginia. Ms. Hite also said that she is trying to put together continuing education credits for individuals that need it such as nurses, law enforcement, emergency management, etc. Ms. Hite said that she has most of the speakers confirmed

for the conference. Some of the speakers were responders to the 9-11 attack on the Pentagon and United 93 flight. There will also be speakers regarding statewide incidents. Ms. Miller commented that the Mass Fatality Conference information will soon be available on the LEPC website.

Ms. Hite also stated that she is working on the Mass Fatalities Plan with the Health Department. J.H. Consulting has been contracted to help develop this countywide plan.

Ms. Miller reported that the Emergency Operations Center (EOC) was activated with command staff only on January 21, 2013 for the Presidential Inauguration. No incidents requiring our office's assistance occurred.

Ms. Mehling and Ms. Miller reported on the Quarterly Partnership Luncheon held at the Hollywood Casino at Charles Town Racetrack on January 16, 2013. This is the highest attended partnership meeting. Ms. Miller gave a presentation regarding the activities Jefferson County Homeland Security and Emergency Management held and participated in during 2012.

Ms. Owens reported on the public information access points for JCHSEM. The public can access the alerts we send out through our facebook page or by following our office on Twitter @JCHSEM. Nixle is the service being used to send out alerts through text messages and e-mail. Nixle is also synched to our Twitter and Facebook accounts and the alerts sent through the system will show up there as well. This system can be accessed by clicking on the link on Jefferson County's homepage or by texting your zip code to 888777 and then JCHSEM to the same number.

Ms. Mehling discussed and dispersed a draft of the 2013 Public Awareness, Education, and Training Strategies. The draft has been revised to include the People with Special Needs Committee as well as the Animals in Disaster Committee. All of the members for these committees should be listed in the document. This document also describes what the committee is involved with and a monthly calendar with the different activities we are aware of in the state, locally, and through our office. The document also includes various recommended training courses. The various brochures, books, and available presentations available through our office are also listed. How to connect with our office using social media and our media outlets is also in the document. This document will likely be finalized at the next meeting.

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. Ms. Miller is continuing to look for other grants where training is considered an eligible expense. Recently, the Jefferson County Commission purchased access to a grant research tool called eCivis which she hopes will help her in her search efforts for this training. 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. As a reminder, the animal response trailer located at our office is a regional trailer that could be sent to other areas in times of need.

Questions were raised about holding a possible fundraiser for training; Ms. Miller explained that our office cannot participate in such activities because it is a county government office.

Ms. Miller noted that JCHSEM gave a presentation to Boy Scout Troop 6 to help the scouts earn their emergency preparedness badge. In order to earn this badge the Boy Scouts are required to meet with their local emergency manager and find out about their job and risks in their community. They also have to find out how to prepare their families, neighborhoods, and scout troops. They must identify ways their troops can help out during a disaster. In total 24 Boy Scouts between the ages of 11-17 and their parents came to the presentation. Ms. Miller stated that this was a reminder how quickly people forget about disasters. Ms. Mehling put together bags of brochures and information to help them with their preparedness kits. The boys were also given a tour of the 911 center and the rest of the building. The troop asked how they could help during the next disaster and was given a partnership agreement to look over and decide what help they could provide.

Ms. Miller stated that the Steering Committee met in January and discussed pulling the Animals in Disaster Committee and the People with Special Needs Committee back into this Committee. At present those two committees do not have many items to accomplish because many of their main objectives have been achieved. The Public Awareness Committee will still meet monthly to discuss all of these topics.

Ms. Mehling discussed the purpose of the Emergency 2.0 Wiki Accessibility Toolkit. She said that this toolkit's purpose is to help organizations that have clients with special needs. This is a way to try to help those organizations provide information to their clients through social media.

Mr. Rogers and Ms. Shelton of the Jefferson County Animal Welfare Society provided information about their upcoming event, the Valentine's Day Purr-fect Buffet scheduled for February 16, 2013. This event is held at the Hollywood Casino at Charles Town Racetrack. A silent auction and live auction of donated items is also held. The cost is \$45 per ticket. This year, the fundraiser is being earmarked for an isolation wing to be added to the building.

Ms. Mehling reported that the Spay Today Van (female Cats only) held through Briggs Animal Adoption Center will be spaying cats on February 12th, 19th, and 26th.

Ms. Mehling will be attending the Rapid Needs Assessment Workshop at Hawk's Nest on February 19th and 20th. Ms. Miller stated that this is one of the Professional Development Series courses and that this one of the two Ms. Mehling has left to complete in this series. This class teaches how to do assessments of damages after storms have happened.

Ms. Owens reported that there will be a Media Day on February 20, 2013 for local public information officers and media representatives. This event will serve 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 noted that NIMS 300 and 400 classes will be held in Martinsburg soon at the Martinsburg Fire Department. Individuals that need to take these classes can sign up through RESA 8's website which is www.resa8.org.

Ms. Miller stated that Rural Resource Management for Rural Jurisdictions will be held in Parkersburg on February 25, 2013. The Mid-Ohio Valley is the contact point for this event.

Ms. Miller reported that two Business Continuity Workshops will be held on Tuesday, February 26, 2013 at the Hampton Inn in Charles Town; the first workshop is from 1-4 p.m. and the second is 6-9 p.m. Ms. Miller said that JCHSEM has tried to hold this event at least once a year. Ms. Miller presents on the different risks in Jefferson County, Neal Nilsen talks about protecting hardware and software in businesses, and David Skeen, Continuity of Operations Planner for West Virginia, speaks from the state's perspective.

Ms. Mehling reported on animal disease traceability. A handout was provided to committee members about this and how it relates to individuals that own cattle. This tracking starts on March 1, 2013.

Ms. Mehling stated that the Briggs Animal Adoption Center will be holding its second annual 'Tails on Trails' 5k & 10k Fun Walk/ Run on March 23, 2013 at Blandy Farm, State Arboretum of VA. The event will start at 10:00 a.m. and take place rain or shine. The charge is \$25 until March 15 and increases afterwards to \$30. More information can be found at www.baacs.org. Well-behaved dogs are welcome to participate.

Ms. Miller reported that Mr. Todd Lake of the Veterans Administration Center has asked our office to participate in a full-scale exercise on April 4, 2013. The preparation schedule began on January 25th with a planning meeting which will be followed by a tabletop exercise on March 14th. Our office will be activating the EOC that day and helping as needed. The scenario for the exercise is that a C-5 has fallen on the VA Center which will trigger mass fatalities and evacuations. The Red Cross, Health Department, and the Jefferson Memorial Hospital will also be participating.

Ms. Mehling stated that this month's recommended training course is IS-910 a., Emergency Management Preparedness Fundamentals.

Ms. Mehling spoke about the Governor's Service Awards. Every year the Governor puts out a call to nominate individuals or organizations that do volunteer work. The form is due April 12th and is done by Volunteer West Virginia. If you would like to recognize someone from your organization you can submit the form. A banquet is held in Charleston for the award ceremony. Ms. Miller noted that these awards are not just for volunteers. There are different categories including: youth ages 6-11, 12-14, and 15-18; young adults ages 19-30; adults 31-59; senior citizens age 60 or older; national service which recognizes someone from a national service organization like AmeriCorps, Vista, etc.; and a lifetime achievement award; family award; organization category; and business category for business which recognizes one business with less than 50 employees and one with more than 50 employees.

Ms. Miller reported that the Spirit of Jefferson has asked her to do a guest editorial on getting nominations submitted from the Eastern Panhandle for the service awards.

Ms. Miller stated that there is a new program through FEMA called CMAS (Commercial Mobile Alert System). It is an emergency alert system sending messages through cell phones. New phones will make a screeching noise to alert you that there is something of national or regional significance that you need to be made aware of. Eventually, there is hope that this system will also be able to be used by emergency managers.

Member Sharing

Ms. Hill reminded the committee that the Potter's Bowl will take place on Saturday, March 2, 2013 from 6-8 p.m. at the Shepherdstown Fire Department. Tickets are \$25 per person.

Mr. Rogers and Ms. Shelton reported that the Jefferson County Animal Welfare Society has a lot of puppies available for adoption at this time. They are also looking for foster homes at this time.

Ms. Wheat stated that Ameriworks has hired a new job coach.

Ms. Hite commented that the Health Department has a new administrator, George Bernardino. He spent 20 years in the U.S. Navy helping run health clinics and will start his new job next week. Ms. Hite also said that she is working with volunteers for the volunteer program; a leadership training program will be held soon at the Health Department.

Ms. Knight reported that she was recently appointed as an American Red Cross Volunteer to the Armed Forces.

Ms. Keyrouze stated that PanTran will receive double the federal funding this year due to the 2010 census; however every dollar spent has to be matched. This year \$300,000 more will have to be found for the organization due to this requirement. She said that her goal this year is to make the community aware of this available public transit service.

Ms. Mehling announced that Community Emergency Response Team training will start in the beginning of April. Classes are typically held on Tuesdays and Thursdays from 6-9 p.m. and include a multitude of training exercises including learning how to use a fire extinguisher.

Ms. Miller noted that National Severe Weather Preparedness Week will be March 3-9, 2013.

Ms. Miller also shared that the Partnership Development Committee is working on adding more faith-based organization partnerships. She noted that many faith-based organizations helped the community out a lot during the 2012 Derecho.

The next Public Awareness Committee meeting will be held on March 13, 2012 at 9 a.m.