

Jefferson County Local Emergency Planning Committee
Minutes
August 16, 2023

The Regular Bi-Monthly meeting of the Jefferson County LEPC was held at Hospice of the Panhandle on Wednesday, August 16, 2023. Those present were: Steve Allen, LEPC Chair/ JCOHSEM Director; John Sherwood, LEPC Vice-Chair; Ed Smith, Treasurer; Mason Weikle, Jefferson County Health Department; Drew Jenkins, CBP/ATC; Suraj Khanal, CBP/ATC; Michele Magnus, Shenandoah Center; Angela Gordon, Shenandoah Center; Donnie Lee Grubb III, WVU/Jefferson Medical Center; David Tabb, General Public; Rich Clawson, Animal Welfare Society; Don McLaughlin, EPA Region3; Ryan Levins, NPS – Harpers Ferry; Jackie Shadle, County Clerk; Donaldson Twyman, Citizen Rep.; Bruce Low, Citizen Rep.; Amy Papavero, JC School-Nurse; Mariah Dent, JC School-Nurse; Brandon Caton, JC BOE; George Ware, Fire Representative; Louis Grindle, EPTA; Tracie Hansen, Inspector - Homeland Security CISA.

I. Call to Order - Chairman Allen called the meeting to order at 0820 hours.

II. Minutes

1. Minutes of the previous meeting were presented by Chairman Allen. John Sherwood moved to approve the minutes, seconded by Ed Smith. Motion 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. Mr. Allen provided the report that will be placed into the records. Rich Clawson motioned to approve the financial report, Dr. Terrence Reidy seconded. Report was approved.

IV. Unfinished Business

1. Reports from Committees
 - a. Bi-Laws Committee – Dick Myers – Chair
Nothing at this time.
 - b. Exercise Sub-Committee – Donnie Grubb – Chair
Nothing at this time.
 - c. Budget Committee – Ed Smith – Chair
Nothing at this time.
 - d. Membership Committee – Steve Allen – Chair
Nothing at this time.
 - e. Public Awareness Committee – Donnie Lee Grubb III – Chair
Donnie had nothing to add.
 - f. Training and Education – Donnie Grubb – Chair
.Nothing at this time.
2. Exercises
 - I. 2023 WV Homeland Security Region 3 Exercise Series
 - a. Don McLaughlin stated this year’s functional exercise “Grid Lock” will be held on September 6, 2023 at the Augusta Church located in Hampshire County. If anyone has anything they would like to test their plan or add injects let Mr. Allen know as soon as possible.

II. 2023 Reunification Functional Exercise Jefferson County Sheriff's Department

- b. Mr. Caton stated there will be an active shooter training for all the new hires this Friday at 8:00 am. at the Jefferson High School. They have hired 63 new employees that will be in attendance.
- c. Four schools have shown interest in participating in a reunification drill this year. The time and date will be TBD.

3. Grants

I. SERC (State Emergency Response Commission) GRANT

- a. Mr. Allen informed the group, he has not received any guidance at this time regarding the SERC Grant.

II. HMEP (Hazardous Materials Emergency Preparedness) Grant.

- b. Mr. Allen advised the group, he had not heard anything back regarding the Commodity Flow Study Grant or the Hazardous Materials Plan Grant.

4. TRAINING

Mr. Allen provided the following class availability:

Course	Date/s	Location
· Pipeline Security for Rural Communities	8/4	Elkins, WV
· Railcar Incident Response for Flammable liquids	8/5-6	Elkins, WV
· MGT 417 Crisis Mgmt. for School-Based Incidents	8/8-9/23	Braxton County
· Alternative Fuel Vehicle Response Course	8/12	Dunbar, WV
· Pipeline Security for Rural Communities	8/18	Huntington, WV
· Railcar Incident Response for Flammable Liquids	8/19-20	Huntington, WV
· AWR 392 FEMA Lifelines, Logistics, and Supply Chain	8/23	Charleston, WV
· Pipeline Security for Rural Communities	9/22	Martinsburg, WV
· Railcar Incident Response for Flammable liquids	9/23-24	Martinsburg, WV

· Jefferson County Emergency Service Agency is providing community training.

CPR and Stop the Bleed	8/16/2023 at JCESA
First Aid Training	8/23/2023 at JCESA
CPR and Stop the Bleed	9/20/2023 at JCESA
CPR and Stop the Bleed	10/18/2023 at JCESA
First Aid Training	10/25/2023 at JCESA
CPR and Stop the Bleed	11/15/2023 at JCESA
CPR and Stop the Bleed	12/13/2023 at JCESA

All classes are being held at the Jefferson County Emergency Services Agency (JCESA) located at 419 Sixteenth Avenue, Ranson WV 25438

5. PLANNING

- a. Mr. Allen advised we are continuing the process of updating our Multi-Jurisdictional Hazard Mitigation Plan with Michael Baker International. The fourth meeting will be held on August 29, 2023 at the Ranson Civic Center. The committee will meet at 1:00 p.m. then followed by a community meeting from 2 p.m. – 4 p.m. The draft plan will be available for anyone who would like to see or comment on it prior to sending it to state for their review and approval. Once the State has approved the plan it will be sent to FEMA for their review and approval.
- b. Mr. Allen stated he has been working with Jenn Barre about utilizing the CAMEO software to generate IAP's for our Tier II facilities that require risk management plans.

- c. Mutual Aid MOU between the WVANG and the Jefferson County Fire Association has been reviewed and updated by the JCFA and was returned to WVANG for finalization and implementation.
- 6. Tier II reporting facilities
 - a. Mr. Allen reported we have not any additional facilities reporting. We currently have 41 Tier II Facilities.

V. New Business

1. Mr. Allen introduced our guest speaker Tracie Hanson from the DHS/Cybersecurity and Infrastructure Security Agency (CISA). Ms. Hanson presented a ChemLock presentation. She stated ChemLock is a voluntary program that provides a no-cost service and tools to chemical facilities to help them better understand risks and to improve their chemical security posture. Through the program you can request physical security related training, cybersecurity training, exercises/drills as well as an onsite security assessment. Ms. Hanson left fact sheets and business cards for those who would like more information or know of any facilities who would like any of the services.

Another program called Flashpoint is available through her office which they partner with the FBI and the Office of Bombing Prevention to provide information to local businesses such as Home Depot, Lowes, Gun Stores, etc. The purpose is to educate them in identifying suspicious purchases and who to contact in the event that type of purchase occurs. They also (PSA's) Protective Security Advisors who come out to do security/threat assessments of Schools, Houses of Whorship, and Hospitals.

2. WVU Hospitals east Trauma Coordinator Mr. Don Grubb and Ms. Papavero spoke about the Stop-The-Bleed Program and how beneficial the program is to the Jefferson County Schools. Mr. Grubb and Ms. Papavero would like the Jefferson County LEPC to partner with WVU Medicine and Jefferson County Schools to further the implementation of the Stop the Bleed Program. Mr. Grubb requested \$3,000 from the JC LEPC. This would supply 95 Stop-The-Bleed Kits with a minimum of 5 kits in each of the 18 educational centers. A motion was made by Ed Smith and second by Dr. Reidy to take \$3000 out of the Mass Fatalities Fund to purchase 95 Stop-The-Bleed Kits. A lengthy discussion ensued. Motion carried.
3. Mr. Allen advised the State of WV has provided 2 online CAMEO training courses. He would like to bring the training locally via LSU, TEEX, or through the EPA's START team. Mr. McLaughlin stated they are working with his START team to provide the CAMEO training after we finish the Annual Regional Exercise.

VI. Member Sharing Time

1. Brandon Caton advised Monday is the 1st day of School and Fall Sports are in full swing and hopes everyone will come out to support them.
2. Donaldson Twyman is new to the group retired as a FedEx Executive and is currently the Vice-President of the local NAACP. Thanked Dr. Reidy for inviting him to join the group and hopes to be an active participant.
3. Dr. Reidy stated that COVID is starting to show up within the community. Most individuals are finding out from going to the doctor for another issue and have tested positive for COVID or are self-testing at home. Symptoms are not bad enough to cause hospitalization for most. COVID vaccines will be available hopefully by the end of September. There is a cost for the vaccine as they are no longer free. Flu shots will be available soon. If an organization within the community wants to partner with the Health Department to provide Flu shots to their employees contact the Health Department to make arrangements.
4. Bruce Low is also new to the group and is retired from the Department of Defense. Hopes he can provide assistance with his background in Intelligence, Counter Intelligence, and Risk Management. Mr. Low ask

about the date for the Hazard Mitigation Planning Meeting. Steve advised August 29th at the Ranson Civic Center. He will add Mr. Low to the invite list.

5. Drew Jenkins advised the CBP/ATC will have an increase in aviation activity due to training and there is no need for alarm.
6. Ed Smith stated the transition for ESA and the volunteer companies have been going smoothly. There is still a shortage of 911 dispatchers. Mr. Allen stated there might be some additional funding coming from the State of West Virginia due to the recently enacted Senate Bills 1021 and 1023 providing additional funding for VFD's and didn't have too many details at this time. Mr. Smith also added the County Fire Association is working with the County to establish a Fire Fee within Jefferson County. He was not sure how far along it is, but would keep us informed.
7. Chief Levins – stated in 2019 a CSX train derailment had taken out the flood gauge at Harpers Ferry National Historical Park and has been inoperable. He thought it was going to be the responsibility of NOAA to replace it, but they have entered into an agreement with USGS to have it replaced. The new gauge will be a newer technology and better monitoring.
8. Mr. Clawson advised the Animal Welfare Society will be having their big fundraiser on October 27th at The Casino at Charles Town Races. You can dress up in a Halloween costume or attend just as you normally would.
9. Mr. Tabb stated he is seeing less businesses and resources within the county.
10. Mr. McLaughlin thanked everyone who had participated in the Regional “Grid Lock” TTX. He will look into when they can provide the CAMEO training.
11. Mr. Allen stated he will be going to the fairgrounds to pick up the tickets for the Jefferson County Fair. Once he has the tickets, arrangements will be made for those helping this year to pick them up.

Adjournment – Dr. Reidy moved for the closing of the LEPC meeting, and Mr. Clawson seconded the motion. All approved. Mr. Allen adjourned the meeting at 10:50 a.m. The next meeting of the Jefferson County LEPC will be held at 8:15 a.m. at the Hospice of the Panhandle on Wednesday, August 16, 2023.