

**Jefferson County Local Emergency Planning Committee
Minutes
February 19, 2025**

The Regular Bi-Monthly meeting of the Jefferson County LEPC was held at Hospice of the Panhandle on Wednesday, February 19, 2025. Those present were: John Bresland, Citizen/Chairman; John Sherwood, Vice Chairman; Ed Smith, Independent Fire Company/Treasurer; Stephen Allen, Jeff. Co. OHSEM/Information Coordinator; Dick Myers, Jeff. Co. OHSEM; Dr. Terrence Reidy, Jeff. Co. Health Department; Brandon Wonder, Jeff. Co. Health Department; Adaira Jenkins, Hospice of the Panhandle/Secretary; Drew Jenkins, CBP/ATC; George Wilson, Jeff. Co. ESA; David Tabb, Citizen; Rich Clawson, Animal Welfare Society; Trey Hockman, Jeff. Co. Sheriff's Office; Jacki Shadle, Jeff. Co. Clerk; Stephen Rivera; Jeff. Co. OHSEM; Sgt. Jonathan Meeks, WV State Police; Dawn Shoemaker, American Water; Thomas Butcher, First Energy; Donaldson Twyman, Citizen; Jennifer Barre, EPA/Citizen; Hollie Kennedy, Roy Rogers; Jack Hefestay, Jeff. Co. Commission; Krista Hoffman, Jeff. Co. Development Authority.

I. Call to Order – John Bresland called the meeting to order at 0821 hours.

II. Pledge of Allegiance and Moment of Prayer – Led by Stephen Rivera.

III. Welcome Guests and Prospective New Members

1. Mr. Bresland thanks Hollie Kennedy with Roy Rogers for providing and delivering food for today's LEPC meeting.
2. Mr. Bresland shared Rockwool will be assigning a new representative from their organization to participate in LEPC. They recently hired a new health and safety manager. Mr. Bresland also shared that Rockwool has offered to hold a LEPC meeting at Rockwool this year.

IV. Minutes

1. Minutes of the previous meeting were presented by John Bresland. Mr. Tabb requested information in #14 Member Sharing Time be corrected to reflect accurate information regarding the debris that has dammed up the Opequon. Mrs. Jenkins agreed to correct this information. Steven Allen moved to approve the minutes, seconded by David Tabb. Motion approved.

V. Financial Report

1. Mr. Smith advised as of January 31, 2025, the regular account balance is \$1,803.97 after reimbursing Steven Allen \$167.00 for fair expenses. The balance in the mass fatality account remains the same with a balance of \$10,223.08 as of January 31, 2025. Steven Allen made a motion to approve the financial report, Jackie Shadle seconded the motion. Report was approved.

IV. Unfinished Business

1. Reports from Committees
 - a. By-Laws Committee – Dick Myers – Chair
 - i. Mr. Myers had nothing to share.
 - b. Budget Committee – Ed Smith – Chair
 - i. Mr. Smith had nothing to share.
 - c. Exercise Sub-Committee – Donnie Grubb – Chair
 - i. Not present. Nothing to report at this time.
 - d. Membership Committee – Steve Allen – Chair

- i. Mr. Allen thanked John Bresland for soliciting new members from Tier II reporting facilities for the LEPC. Mr. Bresland shared that he is trying to get a representative from Thompson Gas. Jennifer Barre asked about participation from railroads. Mr. Allen shared there are no active participants in the LEPC as there aren't any local safety representatives for railroads, but they do issue a report for the commodity flow study.
- e. Public Awareness Committee – Donnie Lee Grubb III – Chair
 - i. Not Present. Nothing to report at this time.
- f. Training and Education – Donnie Grubb – Chair
 - i. Not Present. Nothing to report at this time.

2. Exercises

- a. 2024 WV Homeland Security Region 3 Exercise Series
 - i. Mr. Allen shared that we are still waiting on the after-action report from the exercise in August/September 2024. He advised there has not been an initial planning meeting for 2025. Sandy Green is activated and operating in Mercer County to assist with flooding in southern WV.
- b. 2023 Reunification Functional Exercise Jefferson County Sheriff's Office
 - i. Mr. Hockman advised nothing to report at this time.
- c. Active Attack Integrated Response (AAIR) Training
 - i. Mr. Hockman advised nothing to report at this time.

3. Grants

- a. SERC GRANT (State Emergency Response Commission)
 - i. Mr. Myers advised this grant is ongoing and the LEPC must submit receipts for reimbursement. He informed the group that some money was spent regarding this grant (~\$2,000 for fair supplies, fair tickets, and "go bags"). Total grant amount is \$3,000.00 over two years. Funds must be spent and then reimbursement requested to receive the grants funds.
- b. HSGP (Homeland Security Grant Program)
 - i. Mr. Myers shared the grant window is currently closed. He further shared that the OHSEM has been instructed recently not to put in for this grant in an effort to not take away from the IT department, Sheriff's Office, LEPC, etc. Mr. Myers shared that volunteer fire departments can also apply for this grant and that it takes careful coordination to ensure not all community partners are applying.
- c. NPSG (Non-Profit Security Grant)
 - i. Mr. Myers advised the NPSG through FEMA opened a supplemental grant window.
 - ii. Mrs. Jenkins advised Hospice of the Panhandle submitted an application for the supplemental grant in December and is awaiting a decision.
- d. HMEP (Hazardous Materials Emergency Planning) Grant
 - i. Mr. Myers advised the grant window is currently closed; however, he advised this has been applied for the last 2-3 years by the Office of Homeland Security and Emergency Management and has been denied (OHSEM). OHSEM will be applying for this again when it's available. Last report is from 2016.

4. Training

State Sponsored Training Courses

Course	Date/s	Location
ICS- 300 Intermediate ICS for Expanding Incidents	3/3-3/5	Hurricane, WV

Radiation Emergency Medicine	3/3-3/4	Beaver, PA
Radiation Emergency Assistance Center/Training	3/4-3/5	Beaver, PA
Funsar/Sartech II	3/4-3/23	Hedgesville, WV
ICS- 400 Advanced ICS for Complex Incidents	3/10-3/11	Hurricane, WV
Rail Car Incident Response	3/15	Keyser, WV
Lake CISM Training	3/21-23/25	Pendleton County
Vehicle Rescue Technician	3/28, 3/29, 3/30	Bedington
Firefighter 2		Capon Bridge, WV
ICS 300/400	03/10-03/14/25	167 th Air National Gaurd

Upcoming Local Training

Course	Date/s	Location
Community CPR and Stop the Bleed	03/11/25	JCESA
Community CPR and Stop the Bleed	04/08/25	JCESA
Community CPR and Stop the Bleed	05/13/25	JCESA
Child and Babysitting Safety	05/15/25	JCESA

All classes are being held at the Jefferson County Emergency Services Agency (JCESA) located at 419 Sixteenth Avenue, Ranson WV 25438 and start at 6pm.

FEMA/Emergency Management Institute (EMI) Training Courses (online)

- On-demand virtual training opportunity focused on water and wastewater threats provided by the EPA, FBI, and DHS. <https://www.youtube.com/watch?v=uIvUC6lQRZs>
- IS-100.b - Introduction to Incident Command System, ICS-100
- IS-200.b - ICS for Single Resources and Initial Action Incidents
- IS-700.a - National Incident Management System (NIMS) An Introduction
- IS-800.b - National Response Framework, An Introduction
- Fusion Liaison Officer (FLO) Program Training is being offered for those who are interested in becoming a FLO. February, April and July.

5. Planning

- a. Mr. Allen shared that the LEPC is responsible for creating an incident action plan (IAP) for Tier II facilities and this is a federal law. He further shared that if there aren't any plans for these facilities the LEPC could be held liable. CAMEO can be used to document these IAP's as it generates a lot of facility information, but it is not a requirement to use CAMEO. The facility itself should have an internal plan for hazardous response; however, it is the LEPC's responsibility to create an external response plan for fire departments, EMS, law enforcement, etc. The external response plan should include information about response to hazardous materials not limited to response for law enforcement for traffic control, fire departments, hot zone and cold zone information, etc.
- b. Ms. Barre clarified that the LEPC only has to create an IAP for those facilities that report Extremely Hazardous Substances (EHS) onsite. She shared that this is only a portion of the 43 reporting Tier II facilities, not all Tier II facilities.

6. Tier II Reporting Facilities

- a. Mr. Allen reports we've received reports from 24 facilities out of 43 in the county and still have a month to go. Deadline is March 1. Mr. Allen shared that some facilities don't send a report as they should, and some reports aren't accurate. He shared that it is up to the LEPC to verify the

accuracy of the report and reach out to companies if needed. Mr. Drew Jenkins recommended the LEPC potentially hiring an outside agency to complete the IAP's, sharing the example of other outside agencies that assisted with the Hazard Mitigation Plan and the work Tetra Tech has done with. He advised that these resources might have recommendations for an agency that could complete the IAP's. Mr. Allen and Mr. Myers shared that this would likely be outside the LEPC budget.

V. New Business

1. Discussion related to creating incident action plan for solar panels
 - a. Mr. Wilson shared that the county had its first solar panel fire recently and this is something new that the fire department has encountered. It was shared that typically during a solar panel fire a solar compound representative responds and shuts off the solar panels so the fire department can respond. Mr. Wilson shared that during the reported incident a representative did show up quickly to assist with response.
 - b. Commissioner Hefestay shared that there is currently one solar compound in Jefferson County by the name of "Blake Solar". He shared that there is information on the JeffersonCountyWV.org website under Solar Projects that has the information and contacts for Blake Solar.
 - c. Discussion continued related to conditions necessary or solar compounds, potential hazardous materials related to solar compounds, etc. Commissioner Hefestay shared that solar panels are made up of different components depending on the type used. He shared that there is a solar text amendment currently up for review in Jefferson County. He voiced that if solar compounds are going to be approved citizens should be questioning where, if they are safe, and how to handle emergencies related to compounds. Mr. Wilson shared that fire departments have had zero training on how to handle solar compound fires.
 - d. Commissioner Hefestay advised that Luke Sigfried with Zoning and Planning would be a good resource for the LEPC to reach out to for more information. There was discussion surrounding the LEPC putting together a committee to further discuss how to proceed on gathering more information about the solar compound in the county. Mr. Ed Smith recommended contacting the solar company representative directly to come to an LEPC meeting to discuss and address questions and concerns from the LEPC as well as scheduling a tour of the facility.
 - e. Mr. David Tabb made a motion for the chair of the LEPC committee to put together a sub-committee with interested LEPC members to further gather information and materials related to the solar compound. Mr. John Sherwood seconded the motion. Motion approved.

VI. Member Sharing Time

1. Sgt. Meeks had nothing to add.
2. Mr. Hockman had nothing to add.
3. Mr. Rivera shared next Wednesday is media day when education will be provided to the local media and local PIO's on how to communicate in an incident.
4. Mr. Myers gave updated information on Everbridge, the emergency notification application.
5. Mr. Allen OHSEM is scheduled to be on the county commission agenda tomorrow night to discuss 1. Emergency management performance grant \$67,400 eligible to receive back and 2. Asking County commission to dissolve the steering committee. Mr. Allen advised they hasn't been anything happening with this committee and the requirement is to have an emergency services counsel which is a group of 5 people to be appointed to advise the director of emergency services pertaining to emergency services. Finally, OHSEM will be requesting an additional payment for hazard mitigation plan as a bill was received for \$4,500 that came late after turning in all the paperwork. Fire safety day in Shannondale is

Saturday, March 1 from 1000-1400 and OHSEM will be on radio WRNR 9:30-9:35 talking about Everbridge.

6. Mr. Smith shared that he has been a representative for the Jeff. Co. Fire and Rescue since LEPC committee initiated, states he is trying to get a new representative from the association. Mr. Smith states that he hopefully by the next meeting will resign as treasurer for the LEPC and the LEPC will need a new treasurer after the next meeting. He shared that this responsibility requires 15 minutes every 2 months and that he will discuss it with Mr. Bresland and move forward at the next meeting.
7. Mr. Clawson shared on Tuesday morning the Animal Welfare Society will be on the radio 95.9 from 9:10 until 9:45.
8. Mrs. Barre shared there might be updates to tier II forms. She also shared that OSHA updated physical hazards standard and the EPA is to align with these updates. She shared that CAMEO updates are on hold.
9. Mr. Jenkins had nothing to share.
10. Mr. Butcher shared citizens are concerned about increased electric bills in the last two months. Mr. Butcher explained that there was no rate increase in December and effective January 1, 2025, there was a 15 cent per hour kilowatt decrease. Potomac Edison has set peak demands on the system and a lot of electricity was generated and used in the last few months. Dominion, First Energy, and AEP met with the governor before the legislative session to discuss the future of energy- on board with everything except coal. Mr. Butcher talked briefly about changes to expect with the new administration and Potomac Edison will meet all deadlines and regulations and continue to comply based on each administration.
11. Dr. Reidy shared COVID started 5 years ago here. Nationally for the first time in 5 years, COVID deaths are now exceeded by the flu deaths for the last week. He shared that it has been a very busy flu season with a lot more hospitalizations. COVID deaths continue to decline but still seeing lots of COVID diagnosis all year long. There have been no reported bird flu cases in WV currently, but this could change as wild birds can carry this disease into the area.
12. Mr. Tabb shared that the 3M water company purchased a sonar device that can measure water from the ground and that they are looking at purchasing an electronic spectrogram testing system to test water on site instantly. He shared that elevations with water in Middleway are interesting and these instruments would all real time data on hand related to water.
13. Mrs. Jenkins shared Hospice of the Panhandle is still waiting to hear on Non-profit security grant submitted in December.
14. Mr. Wonder left early but had nothing to add.
15. Ms. Shoemaker had nothing to add.
16. Mr. Twyman had nothing to add.
17. Mr. Wilson shared that JCESA onboarded three new people with the agency and some already have fire/EMT experience- full-time paid staff. He shared that the commission approved transition of part time employees to full time positions in the budget. Part-time positions only filled 5% of the budget last year and with this change the agency is looking to add 12 full-time staff members. Mr. Wilson shared that the agency is looking at staffing a flex truck in Middleway staffed 24/7 with paramedic/firefighter starting July 1; however, if there is a call off in town this staff member will be moved from Middleway to town to cover the open shift. He shared that the agency is also looking to add a safety officer, logistics and front office staff as full-time positions between 7 stations in the county.
18. Ms. Shadle had nothing to add.
19. Mr. Sherwood had nothing to add.
20. Mr. Bresland had nothing to add.
21. Mrs. Hoffman left early but had nothing to add.
22. Mr. Hefestay shared that the objective with the JCESA is to get more manpower so the county can staff ambulances full time to make sure we have full coverage in the county for ambulance/EMS. He shared that the county commission meets twice a month, and the agenda is posted online with the next meeting

being held February 20, Thursday evening at 6pm and attendance can be in person or on zoom. He also shared that the Jeff. Co. Commission is planning to reactivate the water board.

VII. Adjournment – Mr. Tabb moved to adjourn; Dr. Reidy seconded the motion. Motion carried. The meeting was adjourned at 10:41 a.m. The next meeting of the Jefferson County LEPC will be held at 8:15am at Hospice of the Panhandle on Wednesday, April 16, 2025.