



BOARD OF DIRECTOR'S MEETING MINUTES

Wednesday, October 09, 2019

Regulatory Training Center
120 3rd Ave, South Charleston, WV 25303

1. Call to Order

Tim called the meeting to order at 11:45.

2. Approval of October 09, 2019 Minutes

Tim McDaniel made a motion and John Dearnell seconded the motion to approve the minutes. The minutes were unanimously approved with minimal change, only the change of removing Matt Lyons and replacing him with Seth Staker on the motion of approval for the minutes.

3. Reports

- Chair – Tim McDaniel:
 - Discussed that CW requested funding for the KCAA training was approved after the last General Membership Meeting. We will be paying for food for the class. There is room for 40 to sign up, they are hoping for at least 30.
 - Meeting attendance was down at the last General Membership Meeting. We had 19 in attendance. Tim stated that he looks forward to the increase in membership. There was discussion about the Siren Conference possibly effecting attendance that day. It was agreed on that we could move the meeting if it conflicted with something else.
- Vice Chair- John Dearnell- Welcomed Brittany
- Secretary-Treasurer – Krista Farley: Balance as of October 9, 2019 was:
 - Checking - \$57,106.02
 - Reserve - \$86,769.02
 - Total - \$143,875.04
- Business, Membership & Community Outreach – No Report
- Communications Systems – John Dearnell
 - Cole Mtn. siren system. There was a meeting with the state to address the issues with the siren system. CW stated that the test wasn't bad, but it was still difficult to understand. They need to find something to be able to talk through during a disaster. The siren system doesn't seem to be it.
 - In November near Thanksgiving they should be taking the siren system down. Something could be tested then.
- Drill Planning, Exercise & Training – Keith Hobbs
 - Keith participated in the WVAW exercise on October 3. WVAW felt as though it was a success, but personally Keith stated that he didn't feel it went as well. Frank stated that the stem cell needed the number for EOC not CW. Keith Hobbs also

holds the certification of involvement of the WVAW training for the KPEPC. We have to have so many to be compliant.

- Region 3-4 will have no more exercises this year, they will be having one the early part of next year.
- Thomas hospital along with the South Charleston Fire Department will be having a HAZMAT exercise on October 17th.
- CW stated that October is Fire Safety month. October 17th there will be a fire safety presentation at the Health Department and the Pinch Fire Dept. will be honored.
 - CW also stated that we need to do a drill. Tabletop or something but we need an event. Matt suggested that we could do a drill with the Amino's Plant. Matt and Keith will get together and discuss the planning of the drill.
 - CW also brought up that there was no real after action done after the 2016 floods with the KPEPC or any other group. The General After action report written cannot be accepted because it wasn't written as a group.

4. New Business

- CW stated that October is Fire Safety month. October 17th there will be a fire safety presentation at the Health Department and the Pinch Fire Dept. will be honored.
- CW also stated that we need to do a drill. Tabletop or something but we need an event. Matt suggested that we could do a drill with the Amino's Plant. Matt and Keith will get together and discuss the planning of the drill.
- CW also brought up that there was no real after action done after the 2016 floods with the KPEPC or any other group.
- It was discussed that we need to find the trailer and the title to the trailer that KPEPC has. As well as find out how to properly dispose of the trailer.
- Review of the functional Annexes appear to be out of date. These must be reviewed and revised every year.
- Frank discussed the issues with the siren system Putnam only has 1 tower and at 4:00 A.M it was overloaded. They are working on cleaning it out limiting the amount of people that have usage of that system.
- Frank also discussed an issue they recently had with disposing of items purchased with grant monies. All equipment purchased with grant monies needs to be given to the state surplus.
- Putnam is getting all new hand held radios for the Fire Departments. They are also looking for a new site near confidence.

Krista made a motion to adjourn the meeting and Matt seconded the motion.

The meeting adjourned at 1:25 p.m.

