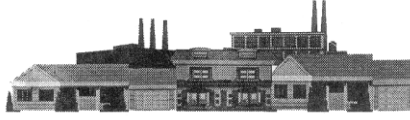


KANAWHA PUTNAM EMERGENCY PLANNING COMMITTEE



Managing our Risk Together

General Committee Meeting

March 25, 2015

Blessed John XXIII Pastoral Center

South Charleston, WV

Dr. Matt Blackwood, Chair called the KPEPC General Membership Meeting to order at 11:45 a.m. David Hoge moved that the minutes of the January 28, 2015, meeting be approved; C.W. Sigman seconded the motion and the minutes were unanimously approved as written.

Attendees introduced themselves and gave the name of their company / organization.

Program: Overview of CSX Oil Train Derailment – February 17, 2015
Overview of Yeager Airport Mudslide – March 12, 2015

Presenter: C.W. Sigman, Deputy Director & Fire Coordinator
Kanawha County Dept. of Homeland Security & Emergency Management

C.W. Sigman reported on the two recent disasters that occurred in our area: the CSX oil train derailment and the Yeager Airport mudslide. C.W. stated that although the train derailment occurred in Fayette County, it affected residents in Kanawha County. The Montgomery Fire Department was the first responder to the train derailment.

CSX Oil Train Derailment: C.W. Sigman stated that prior to this train derailment, concern had been raised regarding the dangerous situation of CSX trains coming through the area hauling balking crude oil. A primary threat involved the length of the train, carrying volatile contents, subjected to atmospheric conditions. Training was needed to address the threat of the dangers of a potential train derailment. C.W. stated that CSX was contacted and presented a Safety Train Energy Preparedness Program, October 9-11, 2014, held at the South Charleston railroad yard. He stated that the training was well attended. Thankfully, the Deputy Chief and other members of the Montgomery Fire Department attended this training. C.W. stated that the Montgomery Fire Department was well prepared and handled this emergency competently due to their previous training.

C.W. reported that the train derailment occurred during a snow storm with very cold temperatures. The responders decided to isolate the area, ensure people were out of harms way,

and let the tankers burn. The incident was handled appropriately, all responders worked well together, and no one was hurt or injured.

Captain Lee Boone added that as the “first federal official” on the scene the Coast Guard worked well with the US EPA to assume initial Federal On-Scene Coordination responsibilities for this inland area spill. First responders from the Montgomery Fire Department not only made good decisions to protect the public but worked well in a Unified Command with Federal and State Responders and the Responsible Party (RP) under the National Contingency Plan (for oil and haz-mat spills on navigable waters of the US). New Coast Guard resources, including the Coast Guard Incident Management Assist Team (IMAT), helped set up a functional and effective planning cycle for the Unified Command and response organization. Also, Crisis Communications Specialists and the Public Information Assist Team (PIAT) from the Coast Guard set up a Joint Information Center (JIC) with RP and other Unified Command Representatives. These efforts were critical in winning and maintaining public, elected official, and stakeholder trust, as well as returning public and transportation services to the area.

C.W. Sigman suggested that the KPEPC Hazard Assessment Committee plan a meeting to address issues / concerns involving safety regulations and the numerous train derailments.

C.W. Sigman reported that CSX will be coming to the area performing a table-top exercise involving a train hauling hazardous materials. The class will be held April 16th, 2015, at the Technology Park (old Union Carbide Technical Center) in South Charleston in building 740 (first building on the right as you enter the park) and will begin at 8:30 a.m.

Yeager Airport Mudslide: C.W. Sigman provided a report and timeline of the Yeager Airport Mudslide. C.W. stated that the slip near the end of Yeager Airport’s safety overrun had been gradual. The slide first developed, Sunday, March 6th in a far corner of the safety-overrun area adjacent to the end of the main runway. On Wednesday, March 11th, after consulting with engineers and emergency personnel, Yeager officials urged occupants of two Keystone Drive homes and the Keystone Apostolic Church to evacuate. Thursday, March 12th, with cold temperatures and an abundance of rain, the mudslide occurred. C.W. stated that although the mudslide caused a lot of devastation in the area, there were no injuries or loss of life. This can be attributed to proper training, caution, and response.

There was a question / answer period following C.W. Sigman’s presentation.

OFFICERS REPORTS:

Chair

Matt Blackwood

Matt Blackwood reported that he had hoped to announce the selection of a new Administrator at today’s meeting but that had not worked out. Matt reported that he, along with the KPEPC Executive Committee (Wanda Marks, Cheryl Ingraham, and Larry Zuspan) had interviewed three individuals for the Administrator position. All three individuals were qualified and brought different skill sets with them. Because of their different experiences and expertise, each of the

three would have the potential to take the organization in a different direction. All three of these directions had merit.

Matt stated that the Executive Committee wanted to ensure that the KPEPC was moving in the right direction and needed to be clear where we wanted to take the organization. Once a clear picture of the direction of the organization is envisioned, the committee could then figure out who was best qualified to get us there.

Matt reported that before the Executive Committee started the interviewing process, we thought that we had a clear vision, but we did not. Therefore, it was decided to temporarily suspend the hiring process. The Board will spend some time reviewing and updating the KPEPC's strategic vision. This review will help us better understand the direction that we want to go, and will help us better select the candidate best suited for the position.

Reiterating, Matt stated that all the individuals interviewed for the Administrator position were highly qualified and all would have brought a great deal of experience to the KPEPC. All of the applications will be kept on file and will be reviewed once the interview process is re-started. We will re-advertise the position at a later date.

Matt reported that Larry Zuspan will continue to be involved in the KPEPC operations. The Board has agreed to compensate him on an hourly basis as needed until a replacement is hired. This will include additional hours during the transitional period as well.

Vice Chair:

Not present; No Report.

Wanda Marks

Secretary/Treasurers Report:

Cheryl Ingraham provided the members with the KPEPC Financial Report ending February 28, 2015. She explained the budget details and provided balances to all KPEPC accounts. Cheryl also reported that the December Financial Report (provided at the January 28th general membership meeting) was incomplete, due to a few minor changes by the CPA. Cheryl provided the final 2014 Profit and Loss Statement to the members.

Cheryl Ingraham

Cheryl reported that Jacque Gumm mailed out the 2015 KPEPC contribution letters January 27, 2015. Cheryl stated that \$54,964 in member contributions have been received through March 23, 2015; \$17,600 remains unpaid.

KPEPC Committees / Committee Chairs

- Business Outreach**
- Communications**
- Community Outreach**
- Drill Planning & Exercise**
- Finance**
- Hazard Assessment & Planning**
- Membership Committee**
- Mutual Resource**
- Plan Implementation & Evaluation**
- Training Committee**

- Janet Briscoe**
- Bill Porterfield**
- Krista Farley Raines**
- Tom Keefer**
- Cheryl Ingraham**
- C.W. Sigman**
- Nanci Keenan**
- Steve Carver**
- Bob Sharp**
- Eric Tissenbaum**

Business Outreach

Not present; No Report.

Janet Briscoe

Communications

Not Present; No Report

Bill Porterfield

Community Outreach

Not Present; No Report

Krista Farley Raines

Drill Planning & Exercise

Not Present.

Tom Keefer

High-Rise Exercise: Matt Blackwood reported on the emergency exercise that the KPEPC is sponsoring, involving a high-rise structure fire. The actual High-Rise Towering Inferno Drill is scheduled for Saturday, June 6, 2015. Matt stated that there have been several planning seminars and table-top exercises held during the last 6 months with additional small groups working on different aspects of the exercise.

Matt stated that volunteers are needed to participate in the drill acting as patients, evaluators, controllers etc. Matt asked the members to solicit local organizations and church groups that might be interested in participating in the drill.

CSX Table Top Exercise: C.W. Sigman reported that CSX will be coming to the area performing a table-top exercise, April 16th, 2015, involving a train hauling hazardous materials. The class will be held at the Technology Park (old Union Carbide Technical Center) in South Charleston in building 740 (first building on the right as you enter the park) and will begin at 8:30 a.m.

Hazard Assessment & Planning

C.W. Sigman reported that the AAR Review for the 2014 Water Crises has been pushed out to the Kanawha-Charleston Health Department (KCHD) and the local hospitals for their review and

C.W. Sigman

input. C.W. stated that he received a response from Janet Briscoe of KCHD and she plans to coordinate a meeting with the health care community, EMS agencies, and hospitals to work toward a common plan. C.W. proposed meeting with more stake holder groups as well as getting more input from the KPEPC membership. Matt Blackwood stated that he would like to get all members of the KPEPC General Membership involved on the rewrites of the annexes.

Membership

Nanci Keenan

Not Present; No Report.

Mutual Resource

Steve Carver

Not Present; No Report.

Plan Implementation & Evaluation (PIE)

Bob Sharp

Bob Sharp reported that the PIE Committee is working closely with the Hazard Assessment & Planning Committee with the KPEPC – Water Crisis AAR. Previously, two review sessions have been held to look at how emergency response of the water emergency related to the Kanawha Putnam Emergency Management Plan (The Plan). The attendance to these sessions has been exceptional, enabling the committees to determine what worked well and what disconnects were identified. Matt stated that language and small revisions to the annexes of The Plan that have been affected by recent emergencies. These issues will be addressed during 2015.

Training

Eric Tissenbaum

Not Present.

David Hoge reported on upcoming training sessions:

National Disaster Recovery Framework Boot Camp – April 15th & 16th: Volunteer West Virginia and West Virginia VOAD are sponsoring this camp. The sessions will be facilitated by the U.S. Public Health Service and will be held at the Columbia Gas building (NiSource). The sessions will last from 9:00 am to 2:00 pm with lunch provided.

Threat and Hazard Identification and Risk Assessment (THIRA) Workshop: The state will be hosting six regional workshops on the upcoming THIRA tool that local jurisdictions must complete. The two closest workshops will be in Hamlin on April 24th and in Parkersburg on April 28th. The workshops will last from 9:00 am to 1:00 pm with lunch provided.

WMD Radiological/Nuclear Response Awareness Course – April 27th: This course will be held April 27th at the Cabell-Huntington Health Department.

Continuity of Operations Program Managers Course – June 23rd-25th: To be held at State Police Academy. Contact David Hoge for registration information.

NEW BUSINESS:

Matt Blackwood reported that the West Virginia Public Safety EXPO 2015 will be held May 6-9, 2015 at the Charleston Civic Center.

Meeting Adjourned: 12:45 p.m.