



**KANAWHA PUTNAM**

**EMERGENCY PLANNING COMMITTEE**

**Managing Our Risk Together**

**Board of Directors Meeting**

May 11, 2016

Hosted by:

**KPEPC**

113 Lakeview Drive  
Charleston, WV 25313

C.W. Sigman, Chair, called the Board of Director's meeting to order at 11:40 a.m. Janet Briscoe moved to approve the minutes from April 13, 2016 KPEPC Board of Director's meeting; John Dearnell seconded the motion and the minutes were unanimously approved as written.

**OFFICERS REPORTS:**

**Chair:**

**C.W. Sigman**

C.W. Sigman reported that at the April 13<sup>th</sup> Board of Director's meeting, it had been discussed to reach out to Norfolk-Southern railroad regarding their upcoming changes and safety procedures. C.W. stated that the rumor is that Norfolk-Southern railroad has sold out to Watco railroad. We will hold off contacting Watco until changes are finalized.

C.W. Sigman reported that the West Virginia Safety EXPO was a big success. The 2017 Safety EXPO will be held May 10-15, 2017.

C.W. Sigman reported that the Integrated Warning System meeting was held April 7<sup>th</sup>, hosted by the National Weather Service. Attendance was good-many weather broadcasters were in attendance with emergency management personnel as far away as Boyd County, Kentucky.

C.W. stated that he would like to see the KPEPC continue to sponsor this meeting.

**Vice Chair:**

**Krista Farley**

Not Present; No Report

**SECRETARY/TREASURER REPORT:**

**Janet Briscoe**

Janet Briscoe provided the directors with the financial reports ending April 30, 2016. Janet reported that contributions continue to come in. Brad Stewart reported that the check for DOW-Institute Site had been received.

C.W. Sigman reported that the 2016 HMEP Grant budget sheet was revised and re-submitted to the WV SERC, per their request.

**2016 KPEPC COMMITTEES / COMMITTEE CHAIRS:**

**Business, Membership & Community Outreach  
Communication Systems Committee**

**Faith Borden  
John Dearnell  
Nanci Keenan  
Chris Gautier  
Janet Briscoe  
Keith Vititoe  
Tim McDaniel**

**Drill Planning, Exercise & Training**

**Finance Committee**

**Hazard Assessment & Planning/Mutual Resources**

**Plan Implementation & Planning**

**COMMITTEE REPORTS:**

Please refer to 2016 Committee Charges Tracking Spreadsheet for committee reports unless lengthy documentation is needed.

**EX OFFICIO MEMBER'S REPORT:**

**Dale Petry  
Grant Gunnoe  
Frank Chapman**

No Report

**ADMINISTRATOR'S REPORT:**

Radiation Training: Brad Stewart reported that he attended Radiation Training April 28 & 29, 2016 at Bridge Valley Community & Technical School.

WV Safety EXPO: Brad stated that he and Jacque Gumm worked the WV Safety EXPO May 4-6, 2016.

KPEPC Office IT Transition: Brad reported that Jacque Gumm met with CityNet, May5th, to go over last minute details of the server transfer. The actual transfer will occur Friday, May 13th. CityNet will be in the office on Monday, May 16th to ensure that everything is working.

Putnam County Fair: Brad reported that he has been working with John Dearnell regarding medical response that may be needed at the Putnam County Fair, July 9-14, 2016. John is asking for help from the medical community. (i.e. blood pressure checks, information).

There being no further business, the meeting was adjourned at 12:50 p.m.