



**KANAWHA PUTNAM**

**EMERGENCY PLANNING COMMITTEE**

**Managing Our Risk Together**

## **Board of Directors Meeting**

August 10, 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. Krista Farley moved to approve the minutes from June 8, 2016 KPEPC Board of Director's meeting; John Sikora seconded the motion and the minutes were unanimously approved as written.

### **OFFICERS REPORTS:**

#### **Chair:**

**C.W. Sigman**

C.W. Sigman reported that the KPEPC had received an invitation from the Chemical Safety Board (CSB), to review the After-Action Report (Draft) of the West Virginia American Water (WVAM) Crisis that occurred in 2014. The requirements from the CSB were very stringent and required the KPEPC Executive Committee to sign a Non-Disclosure Agreement.

#### Clarification of Issues to the CSB Draft thus far:

- To ensure that the KPEPC is recognized as an organization that had the correct information / data from the onset of the water emergency and that the KPEPC was willing to share this information-information on MCHM.
- Janet Briscoe, Kanawha-Charleston Health Department (KCHD) clarified the issue of individuals self-reporting reactions / illnesses from the MCHM leak.
- A minor point, stated that the WV National Guard and first responders were delivering water to the many sites. C.W. stated that actually the State of West Virginia. Kanawha County Emergency Management, Putnam County Emergency Management, City of Charleston Emergency Management WV National Guard, FEMA, local emergency management, local fire departments all worked together.

The KPEPC Executive Committee will hold another meeting next week to complete the review.

**Vice Chair:**

**Krista Farley**

Krista Farley reported she and C.W. Sigman are attending the Greater Kanawha Valley Long-Term Recovery meetings on behalf of the KPEPC and the American Red Cross (ARC). We are awaiting FEMA's signed agreement with the ARC for the immediate case management of all the people impacted by this flood for approximately 120 days. Another agency will come in following this short-term case management to monitor long-term recovery for approximately 2-5 years.

C.W. Sigman stated when talking to the FEMA representatives, one issue that has arisen are trying to find people that have applied for assistance to pass a background check. There are certain criteria and requirements.

**SECRETARY/TREASURER REPORT:**

**Janet Briscoe**

Janet Briscoe provided the directors with the financial reports ending July 31, 2016. Janet reported that we have received \$67,214 in contributions; unpaid contributions are \$10,400. We hope to receive approximately \$7,000 more.

**2016 KPEPC COMMITTEES / COMMITTEE CHAIRS:**

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

**John Sikora**  
**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**

Dale Petry reported that he had viewed a detailed status report on the KC Ready App. There have been 368,000 total pushed; 157,000 actual contact pushes; 4,800 apple downloads; 3,285 google downloads. Dale stated that an elderly program will be promoted to hopefully get more people signed up to KC Ready. Also, Dale plans to add additional information for National Preparedness month in September. Dale stated that his contact that designed 511 is going to add a global site for 511 that includes a legend that will show construction zones and live traffic feed etc.

**ADMINISTRATOR'S REPORT:**

Brad Stewart reported that Ted Kester of Toyota had invited the KPEPC to hold their September 28<sup>th</sup> General Membership meeting at the Toyota facility in Buffalo. Toyota would provide a tour of the facility, a meeting room and lunch for the members. John Sikora made the motion to accept Toyota's offer to hold the KPEPC General Membership meeting at their facility, September 28, 2016, Krista Farley seconded the motion which unanimously passed.

Brad Stewart reported that the KPEPC website has been successfully transferred from OMNI Technologies to CityNet. We can now begin to update the website. We will be requesting current pictures from the directors.

Brad Stewart reported that he and C.W. Sigman are members of the South Charleston Community Action Panel (So. Charleston CAP). The So. Charleston CAP is planning a program at Bridge Valley Community & Technical School, Industry, Education and Community Open House, October 6<sup>th</sup> from 5:00-7:00 p.m.

**NEW BUSINESS:**

Live Fire Demonstration – Thursday, August 11<sup>th</sup>

C.W. Sigman reported that a live fire demonstration is scheduled for tomorrow, August 11<sup>th</sup> at the Emergency Preparedness Training Center in Institute on Firehill Road. A small building will be ignited. Smoke alarms will be demonstrated also. The media has been invited.

There being no further business, the meeting was adjourned at 12:45 p.m.