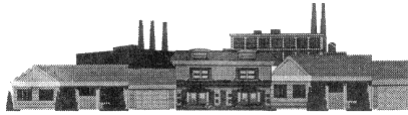


KANAWHA PUTNAM EMERGENCY PLANNING COMMITTEE



Managing our Risk Together

General Committee Meeting

March 30, 2016
Saint John XXIII Pastoral Center
South Charleston, WV

C.W. Sigman, Chair called the KPEPC General Membership Meeting to order at 11:55 a.m. Keith Hobbs moved that the minutes of the January 27, 2016, meeting be approved; David Hoge seconded the motion and the minutes were unanimously approved as written.

C.W. Sigman presented Matt Blackwood with an award for his many years of dedicated service to the KPEPC. C.W. thanked Matt for his expertise and service that he has provided to the KPEPC.

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

Program: Review of Threat & Hazard Identification & Risk Assessment (THIRA) Process
Completion of Section 1 – 2016 THIRA Reporting Tool
Presenter: Dr. Matt Blackwood, Deputy Dir. Homeland Secur. State Admin. Agency
WV Dept. of Military Affairs & Pub. Safety

C.W. Sigman reported on Threat & Hazard Identification & Risk Assessment process (THIRA). The West Virginia Homeland Security State Administrative Agency, Department of Military Affairs and Public Safety (WV DMAPS) is offering the 2016 THIRA assessment in four (4) parts. The first part needs to be completed by April 1, 2016. Matt Blackwood will be reviewing the first section of the THIRA reporting tool.

Matt Blackwood stated that the THIRA assessment process helps communities prepare for risks such as natural disasters, disease pandemics, chemical spills and other manmade hazards, terrorist attacks and cyber- attacks. In order for the THIRA process to be effective, input is needed from the community to identify major risks and concerns.

THIRA is a program designed to keep a whole community prepared for all types of disasters and emergencies. The goal is: *“A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.”*

Matt Blackwood stated the THIRA reporting tool is in four parts, looking at the 32 core capabilities and focus areas. Part I: Capability Targets and Resources Needs, were reviewed and discussed.

Part I: Capability Targets and Resources Needs:

The capability target is what stakeholders in the jurisdiction hope to achieve related to that capability. The resources being considered are:

1. Planning
2. Public Information & Warning
3. Operational Coordination
4. Community Resilience
5. Critical Transportation
6. Environmental Response, Health & Safety
7. Fire Management & Suppression
8. Logistics & Supply Chain Management
9. Mass Care
10. On-Scene Security, protection, & Law Enforcement
11. Operational Communications
12. Public Health, Healthcare, & Emergency Medical Services
13. Health & Social Services
14. Logistics & Supply Chain Management

OFFICERS REPORTS:

Chair

C.W. Sigman

C.W. stated that we are trying to get more organizations involved with the KPEPC. A list of the KPEPC committees was provided to the membership, listing each committee’s goals for the year. After each committee chair provides their report for March 2016, we will break up into groups so that the members can discuss their interest with the committee chairs.

C.W. also reported that he had been in contact with Norfolk-Southern Railway and their representatives want to provide a presentation at one of the KPEPC General Membership meetings.

Vice Chair:

Krista Farley

No Report.

Secretary/Treasurers Report:

Janet Briscoe

Janet Briscoe provided the members with the March 31st Financial Report. Janet explained the budget details and provided balances to all KPEPC accounts. Janet reported that the Jacque Gumm sent out the 2016 KPEPC contribution letters March 15th. As contributions are received, the KPEPC City National Bank checking account balance will increase.

KPEPC Committees / Committee Chairs

**Business, Membership & Community Outreach
Communication Systems Committee
Drill Planning, Exercise & Training**

**Faith Borden
John Dearnell; Nanci Keenan
Chris Gautier**

**Finance Committee
Hazard Assessment, Planning & Mutual Resources
Plan Implementation & Evaluation**

**Janet Briscoe
Keith Vititoe
Tim McDaniel**

Business, Membership & Community Outreach

Faith Borden

Faith Borden reported that he committee met February 25th addressed goals of starting a KPEPC Newsletter in April; Developing a Social Media Calendar to populate each month; Create Welcome Packets for new members; Work on keeping the KPEPC Website current.

Faith reported that the National Weather Service (NWS) will be holding an Integrated Warning Team meeting at the Columbia Gas building, April 7th from 8:30 a.m. - 1:00 p.m. The meeting will focus on fostering communications in the I-64 corridor, focusing on Kanawha and Putnam Counties.

Communication Systems Committee

**John Dearnell
Nanci Keenan**

Not present; no report.

Drill Planning, Exercise & Training

Chris Gautier

Chris Gautier reported that the Chemours will be holding an EPA drill, March 29th, starting at 9:00 a.m. The drill scenario will involve a small amount of caustic being spilled out of a railcar. Off-site communications will be tested as well. A large Chemours drill is being planned for September and will involve training/seminar, tabletop, followed by a full-scale exercise.

Frank Chapman, Director of Putnam County Office of Emergency Services reported that they are holding a mass-casualty, active shooter drill, Saturday, April 9th at Buffalo High School. The drill will be held from 10-3 and they still need evaluators.

Hazard Assessment & Planning/Mutual Resources

Keith Vititoe

Keith Vititoe reported that he attended the recent Kanawha Valley Water Systems Source Water Protection Planning mtg. February 24th. Keith also reported that the committee continues to work on the revisions to the Traffic Diversion Annex.

Plan Implementation & Planning

Tim McDaniel

Tim McDaniel reported that the committee has been working with C.W. Sigman on the after-action report from the January 2016 snow storm.

NEW BUSINESS:

Keith Hobbs of St. Francis Hospital reported that the emergency room at the hospital will become an urgent care facility starting April 27th. The urgent care facility will be a 24-7 operation.

Meeting Adjourned: 12:50 p.m.