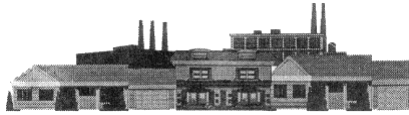


## KANAWHA PUTNAM EMERGENCY PLANNING COMMITTEE



Managing our Risk Together

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### General Committee Meeting

September 28, 2016

Toyota Motor Manufacturing Plant, Buffalo, WV

**Program:** Tour of the Toyota Motor Manufacturing Plant (TMMWV), Buffalo, West Virginia

C.W. Sigman reported that the September KPEPC General Membership was moved to the TMMWV due to a gracious invitation from Toyota to host the KPEPC meeting and tour their facility. Ted Kester handled the arrangements for the KPEPC visit and tour which was a wonderful opportunity for our members to see the modern, expanding Toyota facility and to hold one of our meetings in Putnam County. Brad Stewart, KPEPC Administrator presented Ted Kester of Toyota with an appreciation plaque for hosting the KPEPC.

Tim Hollander, General Manager, Administration Division at Toyota Motor Manufacturing, Indiana and Toyota Motor Manufacturing, West Virginia welcomed the KPEPC and provided information about the facility. Tim reported that TMMWV is the only combined engine and transmission plant in North America. There are approximately 1,600 team members employed at the facility. TMMWV has invested more than \$1.4 billion into the 1.9 million square foot plant and annually produces 650,000 engines and 740,000 transmissions for the Toyota Camry, Corolla, Avalon, Lexus RX 350, Sienna, Highlander and RAV4. Toyota has invested \$8.5 million dollars in philanthropic and educational initiatives during the past two decades and team members have also contributed nearly 70,000 volunteer hours since 2008. Toyota team members continue relief efforts for those devastated by the recent deadly floods three months ago.

Toyota just celebrated their 20 year anniversary September 21st, since breaking ground in 1996. Team members, community members and dignitaries joined Dr. Shoichiro Toyoda, former U.S. Senator Jay Rockefeller, and Governor Earl Ray Tomblin to mark the 20<sup>th</sup> anniversary milestone with the announcement of a \$400 million investment in the facility, as well as vehicle donations to two local non-profit organizations.

Once Ted Kester completed the Toyota presentation, the attendees were escorted on tours of the facility.

C.W. Sigman, Chair called the KPEPC General Membership Meeting to order at 12:00 p.m. Grant Gunnoe moved that the minutes of the July 27, 2016, meeting be approved; John Sikora seconded the motion and the minutes were unanimously approved as written.

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

Aaron Jones requested that the meeting minutes be sent out to the membership along with the meeting notice and agenda. Jacque Gumm stated that the approved minutes are now available on the KPEPC website. Normally, minutes that have not been approved, are not distributed. Aaron Jones requested that a draft copy of unapproved minutes be sent to the membership prior to the meeting. Jacque Gumm will provide the draft minutes beginning the next general membership meeting which is December 14, 2016.

**OFFICERS REPORTS:**

**Chair**

**C.W. Sigman**

**Vice Chair:**

**Krista Farley**

No Report.

**Secretary/Treasurers Report:**

**Janet Briscoe**

Janet Briscoe provided the members with the August 31st Financial Report. Janet explained the budget details and provided balances to all KPEPC accounts. Janet reported that \$68,914 had been received in contributions through September 23rd, 2016; \$3,700 remains unpaid and will be written off.

**KPEPC Committees / Committee Chairs**

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

**Faith Borden**

**John Dearnell**

**Nanci Keenan**

**Drill Planning, Exercise & Training  
Finance Committee**

**Chris Gautier**

**Janet Briscoe**

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

**Keith Vititoe**

**Tim McDaniel**

**Business, Membership & Community Outreach**

**John Sikora**

No Report.

**Communication Systems Committee**

**John Dearnell**

**Nanci Keenan**

John Dearnell reported that his committee conducted a meeting, August 25<sup>th</sup>, from 8:00 a.m. to 4:00 p.m., to address the radio communication problem. Another training is being planned involving all the key players for hands-on training (emergency responders, hospitals, fixed facilities, schools etc.). Also, 4 informer IP radios are being reprogrammed and will be received shortly.

**Drill Planning, Exercise & Training**

**Chris Gautier**

**Not Present.** C.W. Sigman reported that the hazardous materials transportation / railcar drill was held Thursday, September 22<sup>nd</sup> at the Chemours plant site in Belle, West Virginia. C.W. stated

that the drill went very well and there was good cooperation with fire departments, police and plant participants.

**Hazard Assessment & Planning/Mutual Resources****Keith Vititoe**

Not Present. C.W. Sigman reported that the KPEPC Executive Committee had an opportunity to review the Chemical Safety Board's (CSB) After-Action Report of the West Virginia American Water Crisis of 2014. C.W. stated that in the original CSB report it was stated that there was a need for greater cooperation between Kanawha and Putnam County responders. This was not the case at all, there was great willingness and cooperation between the counties - this has been corrected. Also, C.W. reported that during the water emergency, there was a lack of communication and information provided to the federal and state health officials – this matter was addressed and was included in the CSB report.

**Plan Implementation & Planning****Tim McDaniel**

No Report

**ADMINISTRATOR'S REPORT:**

No Report.

**NEW BUSINESS:**

**NOAA - Storm Ready Program:** Jamie Bielinski reported that the NOAA has started a Storm Ready Program and Kanawha County is on board with this program. There will be a winter weather talk series in November, as well as storm spotter training, safety training on how to prepare, survive, and recover from winter weather involving the role of the weather service and the public.

**Threat and Hazard Identification and Risk Assessment (THIRA):** C.W. Sigman also stated that there is a need to drill on Threat and Hazard Identification and Risk Assessment (THIRA), required by FEMA. C.W reported that the Kanawha County THIRA information will be added to the KPEPC website soon.

**KC Ready Application:** Dale Petry reported on the success of the KC Ready app. Dale stated that 8,000 people have down-loaded the app and there have been 500,000 pushes since its introduction in May-2016.

**Emergency Response Drill-September 24, 2016:** Todd Childers reported that on Saturday, September 24, 2016, from 8 a.m. to Noon the Mason County, WV Local Emergency Planning Committee (LEPC) held an annual emergency response drill from the American Electric Power (AEP) Mountaineer Power Plant in Letart, WV. The full scale response exercise focused on emergency response to a chlorine release from the facility located on the Ohio River.

**The Homeland Security Exercise and Evaluation Program (HSEEP):** Todd Childers of US Coast Guard reported that the Homeland Security Exercise and Evaluation Program (HSEEP) training course is being conducted October 5-6, 2016, from 8 a.m. to 5 p.m. at the WV National Guard Armory, 5 Armory Drive, St. Albans, WV. This course is designed for local, state, federal agencies and volunteer organizations and private industry emergency management/response

personnel with the responsibility for exercise program management. Attendees can apply for a seat through the WV Training Website at the following link:

<http://www.onlinelearning.wv.gov/dmapscm6/home.html?orgid=MA>

Full-Scale Exercise with Cabell/Wayne LEPC and WV American Water-October 29, 2016: Todd Childers of US Coast Guard reported that on Saturday, October 29th, 2016, from 8 a.m. to Noon the Cabell/ Wayne County Local Emergency Planning Committee (LEPC) in conjunction with WV American Water will host a full scale exercise at the WV American Water 24th Street Water Treatment Plant in downtown Huntington, WV. The scenario includes response to an airborne chlorine release from the treatment facility's 1-ton chlorine cylinders stored on-site, used for public drinking water treatment. In addition, Marshall University will be participating to activate their student and faculty emergency alert systems for "shelter-in-place" announcements. Player safety briefing starts at 8:30 a.m. The Exercise Planning Director, Ms. Pat Simmons can be reached at [pattyjosimmons@hotmail.com](mailto:pattyjosimmons@hotmail.com)

Meeting Adjourned: 1:20 p.m.