



KANAWHA PUTNAM

EMERGENCY PLANNING COMMITTEE

Managing Our Risk Together

Board of Directors Meeting

October 11, 2017

Hosted by:

KPEPC

113 Lakeview Drive
Charleston, WV 25313

Board Members: Janet Briscoe, John Dearnell, Krista Farley, Keith Hobbs, Doug Hodges, Nanci Keenan, Tim McDaniel, John Sikora, Keith Vititoe

Ex-Officio Members: Frank Chapman, Grant Gunnoe, C.W. Sigman

Members Present: Janet Briscoe, Krista Farley, Keith Hobbs, Doug Hodges, Nanci Keenan, Tim McDaniel, C.W. Sigman, John Sikora, Keith Vititoe

Members Absent: Frank Chapman, John Dearnell, Grant Gunnoe

MOTION(S):

Krista Farley, Chair, called the Board of Director's meeting to order at 11:45 a.m. Keith Hobbs moved to approve the minutes from September 13, 2017 KPEPC Board of Director's meeting with the date correction in the minutes from August 9, 2017 to September 13, 2017; Doug Hodges seconded the motion and the minutes were unanimously approved as written.

A motion was made by the board of directors to list meeting attendees in the minutes. The motion unanimously passed.

OFFICERS REPORTS:

Chair:

Krista Farley, Chair reported that unfortunately, Jacque Gumm had an accident at the West Virginia American Water (WVAW) Safety Fair at Edgewood Country Club, September 21, 2017. She fell exiting the doorway and broke her left wrist and sprained her left ankle. She had

surgery on her wrist September 27th and is resting and working from home. Jacque plans to return to the office October 16th.

Krista Farley Raines

Smoke Alarm Campaign: Krista Farley reported that the American Red Cross (ARC) Sound the Alarm – Save a Life nationwide campaign originally scheduled for (September 23 through October 14, 2017), had been postponed. Due to the recent disasters, a large number of ARC employees and volunteers are deployed to disaster zones. The ARC will carry out this initiative in the spring of 2018. Effective this date, 87 Red Crossers from West Virginia have deployed 112 times, including 47 from the Southwest Chapter. The WV State Fire Marshal's Office and Volunteer WV on Get Alarmed West Virginia as part of the Governor's Day to Serve Campaign (September 9 through October 14, 2017) continues due to the importance of getting the smoke alarms installed before the onslaught of cold weather.

Vice Chair:

John Dearnell

Not Present; No Report.

Secretary/Treasurer:

Janet Briscoe

Janet Briscoe provided the directors with the financial reports ending September 30, 2017. Janet reported that the KPEPC has received \$71,714.00 in 2017 contributions and \$2,350.00 had to be written off, leaving \$69,364.00. Krista Farley stated that there is a need to enhance new membership and she is currently working on a tool kit/welcome packet to present to potential new members.

COMMITTEE REPORTS:

Business, Membership & Community Outreach

John Sikora

John Sikora reported that he represented the KPEPC at the West Virginia American Water (WVAW) Safety Fair at Edgewood Country Club, September 21st and the DOW Safety Fair, September 27th.

Communications Committee

**Doug Hodges
Nanci Keenan**

No Report.

Finance Committee

Janet Briscoe

See Secretary/Treasurer Report.

Hazard Assessment, Planning & Mutual Resources

Keith Vititoe

Keith Vititoe reported that Kanawha County School's shelter in place drills were held September 22nd. The schools were short on materials such as plastic and tape so orders have been placed to replenish their supplies. Lock-down drills were held September 25 & 28 and drill evaluations are now in process. The next lock-down drills will be held October 23 & 24. Intercoms have been installed in 18 western area schools. A Push-To-Talk bus pilot is ongoing. The Stop the Bleed program is ongoing where school nurses will train the trainers for emergency trauma kits in all schools.

Plan, Implementation & Evaluation

Tim McDaniel

Tim McDaniel reported that small changes are being made to the medical annex. C.W. Sigman will send suggested changes to the board membership. A tabletop drill will be held on the assessment at a later date.

EX OFFICIO MEMBER'S REPORT:

**C.W. Sigman
Grant Gunnoe
Frank Chapman**

Local Interstate Traffic Problems: C.W. Sigman reported that the Kanawha County Commission is concerned about the numerous problems on the interstates in our area with the high number of accidents and major traffic delays. Currently emergency responders are working to 2-3 accidents at a time. The commission previously expressed concern about poor lighting along the highways. Also, C.W. stated with the recent road bond passing, the Kanawha County Commission is drafting a letter to Governor Justice stating that aggressive changes are needed to improve interstate safety in our area. We can't afford to wait 5-6 years for improvements. A suggestion included radar messaging boards if speeding like are utilized along I-26 in Ashville, North Carolina.

MOTION: Janet Briscoe moved that the KPEPC send a letter to Governor Justice supporting the Kanawha County Commission's request for aggressive and immediate changes to the I-64 interstate system; Keith Vittoe seconded the motion which unanimously passed.

Status of UAV (Drone) Grant: C.W. Sigman reported that the accepted bid for the drones has been sent to Dr. Matt Blackwood and David Hoge (WVDHSEM) for review of controlled equipment requirements. Since we have not heard from the state, C.W. sent an email checking on the status.

ADMINISTRATOR:

Jacque Gumm

Not Present. Krista Farley reported that Jacque Gumm will be working on the 2018 budget and 2018 Board of Director's election documents.

There being no further business, the meeting was adjourned at 1:00 p.m.