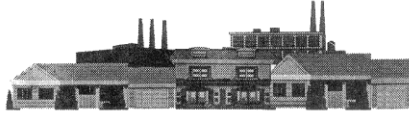


## KANAWHA PUTNAM EMERGENCY PLANNING COMMITTEE



*Managing our Risk Together*

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### **Combined General Committee Meeting Board of Director's Meeting**

December 13, 2017

Saint John XXIII Pastoral Center  
South Charleston, West Virginia

In the absence of Krista Farley, Chair, John Dearnell, Chair called the KPEPC General Membership Meeting to order at 12:00 p.m. Keith Hobbs moved that the minutes of the September 20, 2017, meeting be approved; Tim McDaniel seconded the motion and the minutes were unanimously approved as written.

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

#### **2018 KPEPC Board of Director's Election:**

Jacque Gumm reviewed the election procedures with the members and provided a list of eligible nominees and eligible voters.

Two of the KPEPC Board of Director's completed their terms and are eligible for re-election: Krista Farley-running for a second term; Janet Briscoe-not running for another term due to work commitments. Nanci Keenan, completed two, consecutive three-year terms and is not eligible for re-election. Doug Hodges has completed one year of a three-year term, and has resigned from the board due to an increase in his job responsibilities. There are four vacant positions to be filled. Three three-year terms and one two-year term. Eligible nominees for the KPEPC Board of Director's are: Marc Crouse, Krista Farley, Matt Lyons, and Seth Staker. Jacque Gumm called for nominations from the floor. There being no nominations from the floor, Tim McDaniel moved to close nominations; Rick King seconded the motion which unanimously passed.

**PROGRAM:** Kanawha County School Preparations for an Active Shooter Event

**PRESENTER:** Keith Vititoe, Security Director - Kanawha County Schools

Keith Vititoe reported that the primary goal for Kanawha County Schools (KCS) is to provide a safe and engaging learning environment in 100 percent of the schools and facilities daily. Kanawha County Schools is the largest school system in West Virginia. The district serves over 26,000 students comprised of 43 elementary schools, 13 middle schools and 8 high schools with over 500 employees.

Keith stated that he has tried to expand and improve on security plans and what improvement plans can be set for the future. Every day there are situations that occur in the schools. There has been a major culture change. We have moved from a passive existence to facing the many problems we

have today. Kids are constantly bombarded with negative media, violence on television, computer games, terrorist attacks, mass shootings – mass acts of violence. The primary need is for training and constant reinforcements to keep people safe. Many steps have been taken in KCS to keep students safe. Doors at the schools remain locked. Security cameras have been installed.

Keith reported that KCS is increasing the number of mandatory active shooter drills from 1 to 4. Students are now learning under the Medina, Ohio-based ALICE (Alert-Lockdown-Inform-Counter-Evacuate) Training Institute’s program. If there is an armed intruder, planning and training of staff and students is the key. The entire KCS staff is being trained each year on basic survival tactics. In the event of a serious attack, the best chance to survive an active shooter is to evacuate if they have a clear, safe path toward an exit. If they can escape, they’re being taught to lock and barricade the door to the classroom with objects like desks and filing cabinets.

Keith identified and explained the many steps that KCS is taking to protect the students and staff, see below:

- Identify Assets
- Determine Priorities
- Floor Plans
- Door Numbering
- Alarm Systems
- Lockdown Buttons
- Visitor Control Center
- Access Badges
- Remote Access Control
- Camera Systems
- Handheld Radios
- Mass Notification Systems
- Updating Door Locksets
- Installing Laminated Glass in Classroom Doors
- Criminal Investigations
- Crisis Management
- Random Security Visits
- Law Enforcement Visits
- Project GPA
- ALICE Project
- Stop the Bleed Campaign

There was a question and answer session following the presentation.

**OFFICERS REPORTS:**

**Chair**

Not Present; No Report

**Krista Farley**

**Vice Chair:**

No Report

**John Dearnell**

**Secretary/Treasurers Report:**

**Janet Briscoe**

Janet Briscoe provided the members with the Financial Reports through November 30, 2017. Jacque Gumm provided the membership with the 2018 KPEPC Budget. Jacque explained the 2018 budget categories and amounts. The budget was approved by the KPEPC Board of Director’s November 8<sup>th</sup>. Keith Hobbs moved that the KPEPC 2018 Budget be approved; David Hoge seconded the motion which unanimously passed.

**KPEPC Committees / Committee Chairs**

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

**John Sikora  
Doug Hodges  
Nanci Keenan  
Keith Hobbs  
Janet Briscoe  
Keith Vititoe  
Tim McDaniel**

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

**Business, Membership & Community Outreach**

No Report

**John Sikora**

**Communication Systems Committee**

Not Present; No Report

**Doug Hodges  
Nanci Keenan**

**Drill Planning, Exercise & Training**

No Report

**Keith Hobbs**

**Hazard Assessment & Planning/Mutual Resources**

Keith Vititoe reported that a major homeland security concern is the opioid epidemic. The drugs are becoming more deadly and are a threat to first responders. The first responders are having to take extreme precaution for their safety. In the future, a major threat is that these highly concentrated drugs can be used for weapons of mass destruction.

**Keith Vititoe**

**Plan Implementation & Planning**

No Report

**Tim McDaniel**

**ADMINISTRATOR’S REPORT:**

Jacque Gumm reported that she had attended the So. Charleston CAP, Western CAP, and Metro 911 meetings. Also the annual public hearing was held December 5<sup>th</sup>, 2017, at the Putnam County Courthouse, offering the public a chance to review the Kanawha Putnam Emergency Management Plan. Frank Chapman, Director of Putnam County OES was present but no one else attended.

**NEW BUSINESS:**

David Hoge reported on several upcoming trainings. An ICS-300 course will be held in Putnam County on December 14<sup>th</sup>. A Community Cyber Preparedness Course will be held in April at Canaan Valley Resort. Other trainings are listed on the CourseMill training website at [www.onlinelearning.wv.gov/dmapscm6](http://www.onlinelearning.wv.gov/dmapscm6) Mr. Hoge also thanked everyone for their work on the local THIRA submissions. The state’s report will be submitted to FEMA before the December 31<sup>st</sup> deadline.”

Meeting Adjourned: 1:20 p.m.