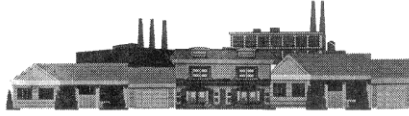


# KANAWHA PUTNAM EMERGENCY PLANNING COMMITTEE



*Managing our Risk Together*

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## General Committee Meeting

September 20, 2017

Saint John XXIII Pastoral Center

South Charleston, West Virginia

In the absence of Krista Farley, Chair, John Dearnell called the KPEPC General Membership meeting to order at 12:05 p.m. David Hoge moved that the minutes of the July 26, 2017, meeting be approved; Seth Staker seconded the motion and the minutes were unanimously approved as written.

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

**Program:** Threat & Hazard Identification & Risk Assessment Process (THIRA)  
**Presenters:** C.W. Sigman, Deputy Director & Fire Coordinator  
Kanawha County Dept. of Homeland Security & Emergency Management

C.W. Sigman provided the members with a Threat & Hazard Identification & Risk Assessment Process (THIRA) Assessment to complete. He explained that the THIRA Assessment process helps communities prepare for risks such as national disasters, disease, pandemics, chemical spills and other man-made hazards such as terrorist and cyber-attacks. In order for the THIRA process to be effective, input is needed from the community to identify major risks and concerns.

C.W. Sigman stated that THIRA is a process required by the federal government and is a jurisdictional assessment for our area. There are separate reports for Kanawha County, Putnam County, and the City of Charleston. We try to gather feedback from as many people as possible. The information we receive from the THIRA Assessment helps us determine if The Kanawha Putnam Emergency Management Plan (The Plan) is current or if it needs revisions. The Plan is our resource tool in the event of any emergency.

C.W. Sigman explained details of the THIRA Assessment. The information collected from these assessments will enable us to identify training gaps for drills and rescues. Matt Blackwood stated that the first part of the assessment is basic information to serve as a foundation to help focus on the core capabilities; the other questions serve as background information. The later part of the survey collects detailed gaps and specific input needed.

Once the survey is completed, please send to C.W. Sigman or Jacque Gumm at KPEPC. The information provided will be compiled and presented at a later date.

**OFFICERS REPORTS:**

**Chair**

Not present; No Report.

**Krista Farley**

**Vice Chair:**

No Report.

**John Dearnell**

**Secretary/Treasurers Report:**

Janet Briscoe provided the membership with the KPEPC Financial Report through August 30, 2017. Jacque Gumm reported that \$69,364.00 has been received for 2017 contributions which is a little less than projected. \$2,350.00 had to be written off.

**Janet Briscoe**

**KPEPC Committees / Committee Chairs**

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

**John Sikora  
Doug Hodges  
Nanci Keenan**

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

**Keith Hobbs  
Janet Briscoe**

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

**Keith Vititoe  
Tim McDaniel**

**Business, Membership & Community Outreach**

John Sikora reported that he and Jacque Gumm will represent the KPEPC at the West Virginia American Water (WVAW) Safety Fair September 21<sup>st</sup> at Edgewood Country Club, as well as the DOW Safety Fair September 27, 2017.

**John Sikora**

**Communication Systems Committee**

Not Present-No Report

**Doug Hodges  
Nanci Keenan**

**Drill Planning, Exercise & Training**

Not Present; No Report.

**Keith Hobbs**

**Hazard Assessment & Planning/Mutual Resources**

No Report.

**Keith Vititoe**

**Plan Implementation & Planning (PIE)**

Not Present-No Report

**Tim McDaniel**

**ADMINISTRATOR’S REPORT:**

Jacque Gumm reported that the 2018 KPEPC Board of Director’s Election will be held December 13, 2017. There are three (3) directors whose terms will expire in December. Two of the directors are eligible for re-election: Janet Briscoe and Krista Farley

**Jacque Gumm**

One director has served two consecutive 3-year terms and is not eligible for re-election: Nanci Keenan. In order to be eligible to run for a position on the board of directors, you must have attended half of the KPEPC General Membership meetings (3). Jacque stated that she will be sending out election and attendance information.

Jacque asked the membership for topic suggestions for upcoming KPEPC General Membership meetings. Jacque stated that we would like to schedule programs for upcoming meetings for the remainder of this year, through 2018. We want to cover areas of interest to the membership and asked that suggestions be sent to her or Jacque Gumm.

**POSSIBLE TOPICS OF INTEREST OR POSSIBLE TRAININGS FOR 2018 MEETINGS:**

- Weather topics i.e. winter weather
- Disaster Preparedness
- Evacuation in emergencies
- Bluestone Dam Project Updates
- Functional Needs Support Guidelines & Agility Recovery Program-helps businesses get back online following disasters-Vanessa VanGuilder.
- Continuity of Operations
- Training Topics/Speakers

**NEW BUSINESS:**

70th Anniversary Airshow, Yeager Airport: The Yeager Airport and WV Air Guard 70th Anniversary Airshow is set for Saturday, September 30 and Sunday, October 1 from 9 a.m. until 6 p.m. The event will be free for the public. The event will feature several types of aircraft, including a commemorative Air Force Red Tail Squadron P-51 demonstration with the Rise Above traveling exhibit. The exhibit will feature education and history of the Tuskegee Airmen of WWII, according to the release. Also, the exhibit will be open for school tours on September 28-29.

State Interoperable Radio Network (SIRN): Dave Erwin announced that the state of West Virginia Interoperable Radio Network Conference will be held at Camp Dawson, September 25-28, 2017. There will be presentations by speakers and SIRN training classes along with several vendors.

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