

KANAWHA PUTNAM EMERGENCY PLANNING COMMITTEE



Managing our Risk Together

General Committee Meeting

September 25, 2019

Saint John XXIII Pastoral Center
South Charleston, West Virginia

Tim McDaniel, Chair, called the KPEPC General Membership meeting to order at 12:02 p.m. Attendees introduced themselves and gave the name of their company/organization. John mentioned that the SIREN Conference was being held this week which may have impacted attendance.

Chair Report – Tim McDaniel

The new KPEPC website is up and looks great, thanks to Andrea Smock with My Virtual Advantage. Susan Graves, our CPA has now taken over all of the financial responsibilities. The Administrator is to focus on membership and meetings. We want to get back to 50 people at a meeting and need to bring in different speakers to ensure the meetings are meaningful.

Tim discussed the State of the KPEPC and the new administrator who was selected from about 30 applicants which were narrowed to 8 for first round interviewed then 3 were offered second interviews with one removing themselves for health reasons. Upon unanimous decision from the Board of Directors, a new administrator was selected. Tim introduced the new Administrator for KPEPC, Brittany Kennedy who began on September 16th and she has started by setting up our new office in the Regulatory Training Center in South Charleston and orienting herself with the organization.

Brittany was previously Tim's boss at Servpro and attended several of the meetings. There are 112 members on the membership list yet only 20 people in the room today. Brittany stressed that her goals are our goals. The new address, phone number and meeting minutes will be updated on the website. Tim stressed that if any member has an event or need help to please let us know.

The next meeting is in December with the election of new board members, eligibility is determined by attendance.

Vice-Chair Report – John Dearnell

No Report

Secretary/Treasurer Report – Krista Farley

Financial Report:

Checking Balance	\$59,540.58
Reserve Balance	\$86,729.02

COMMITTEE REPORTS

Business, Membership & Community Outreach – John Sikora & Mark Crouse (not in attendance)

During the last board meeting, 5 new members were approved.

Communication Systems Committee – John Dearnell

There are issues with Cold Mountain for SIREN. Meeting on October 1st to add more channels.

Drill Planning, Exercise & Training – Keith Vititoe & Keith Hobbs (not in attendance)

Kanawha County Schools lockdown drill was held in August for 70 schools, October 1st is the new lockdown drills, today the countywide shelter in place drill taking place.

There are two shelter in place drills a year – the first focuses on a chemical emergency and the second is severe weather.

Finance Committee – Krista Farley

No additional report

Hazard Assessment & Planning/Mutual Resources – Matt Lyons (not in attendance)

No Report

Plan Implementation & Planning Committee – Seth Staker

No activations to review

The KCHD will hold a Closed POD Exercise with the State of West Virginia for 3 sites.

KCHD MPAC Meeting will be held on Monday at 11 a.m.

WV American Water Exercise will be held next week.

Any help or ideas to improve the KPEPC would be appreciated.

Fire Schools were held in Mingo County this past weekend, Wood County had to cancel last year because of Florence so now they hold monthly classes.

Next meeting will be on Wednesday, December 11th. We need board member nominations.

Motion to adjourn by Seth Staker, Keith Vititoe seconded the motion.

Meeting was adjourned at 12:31.