



## **Combined General Membership and Board of Directors Meeting Wednesday, April 2, 2025 – 11:30 AM**

Saint John XXIII Pastoral Center  
100 Hodges Road  
Charleston, West Virginia 25314

### **Meeting Minutes**

1. Call to Order/Introductions

Marianne McClure called the meeting to order at 12:05 PM.

2. Presentation

William Miller, Bluestone Dam Project Manager and Jeff Jacquez, Huntington District Water Management Team Lead for Southern Basins made a presentation on the Bluestone Dam Stabilization Project update and the Hurricane Helene impact. We appreciate the Corps of Engineer presentation.

3. Approval of the Last Meeting Minutes

Fred Vickers made a motion to accept January 29, 2025, Combined General Membership and Board of Directors meeting minutes. Phillip Fout seconded the motion. Motion approved.

4. Reports

Officer Reports

Name

Chair

Marianne McClure Nothing additional

Vice Chair

Mike Fisher Not present

Secretary-Treasurer

Angela Akers

Checking Account \$ 174,036.03

Reserve Account \$ 63,697.38

Total \$ 237,733.41

This does not reflect the March transfer to open a Primerica Money Market account.

2024 Committee Reports

Business, Membership, and Community Outreach

Mike Hodge

Not present.

Communications Systems Committee  
Nothing additional to report.

Phillip Fout

Drill Planning, Exercise, and Training

Dan Taaffe

Several members participated in a state-wide medical drill on March 25. An After-Action Report will be coming out in May. We appreciate Ed Bowdish and Lisa Green including KPEPC. If you have not scheduled your 2025 facility drill, please do so shortly.

Finance Committee

Angela Akers

See reporting above.

Hazard Assessment, Planning, and Mutual Resources

Tim Skiles

The Committee has drafted a Post Event Reunification Plan. Please review the attached draft and return comments, upgrades, or questions by April 18. Committee will meet on April 21 at 10:30 to finalize the Plan.

Plan, Implementation, and Evaluation Committee

Ryan Bremar

Nothing additional to report. We had no events requiring review.

Chemical Facilities

Matt Harris

The Committee held a kickoff meeting on March 20. They are updating the facility emergency contact list and mutual response equipment listing. Please submit information to Matt. The next online meeting is April 17 at 1:00 PM. On May 15 at 10:00 AM, the Committee will meet and tour the Kanawha County Metro 911 Center. All facility personnel are invited. However, we need a head count. Please submit names to Matt or Tom.

### Emergency Manager Reports

Kanawha County Office of Emergency Management

C.W. Sigman

Nothing additional to report.

Putnam County Office of Emergency Management

Mikyle White

Nothing additional to report.

City of Charleston Office of Emergency Management

Chad Jones

Nothing additional to report.

### Administrator Report

Tom Keefer

Our contribution requests are coming in. However, funding for the year has not been met. Please submit your contribution soon.

Response Plan Coordinator

Barry Lindley

Tom reviewed the status of the Facility Response Plan development effort. Two facility plans are signed by the facility and are ready for review with the local fire department, one is under Corporate Legal review, and 20 are ready for facility final review and signing.

5. Old Business

Tom reviewed the proposed KPEPC By-Law change as required by the WV State Emergency Response Committee (SERC). They require our By-Laws to list the acceptable methods of receiving FOIA requests. Omar Withrow made a motion to accept the proposed revision. Aaron Jones made a second to the motion. Motion passed.

6. New Business

Nothing additional

7. Adjourn

CW Sigman made a motion to adjourn at 1:10 PM. Ryan Bremar seconded the motion. The meeting was adjourned.

The next General Membership meeting will be on May 28, 2025, at 11:30 AM.