



# Jefferson County Homeland Security & Emergency Management

<http://www.jeffersoncountywv.org/county-government/departments/homeland-security-and-emergency-management>

October 2018

## JCHSEM Quarterly Partnership Meeting

### Jefferson County Commissioners:

Josh Compton, President  
Caleb Wayne Hudson, Vice President  
Patsy Noland  
Peter Onoszko  
Jane Tabb

### Jefferson County Homeland Security and Emergency Management Steering Committee:

John Sherwood, Chair, Chamber of Commerce Representative  
Ed Smith, Vice Chair, Fire and Rescue Representative  
Donald Grubb, Health Representative  
VACANT, Mass Care Representative  
Paula Marrone-Reese, Non-Governmental Organization Representative  
Mason Carter, Jefferson County Department of Engineering Representative  
Jeffrey A. Polczynski, ENP, Jefferson County Emergency Communications Center Representative  
Jane Tabb, County Commission Representative  
Kelly Parsons, Private Industry Representative  
Pete Dougherty, Sheriff, Law Enforcement Representative  
Thomas Butcher, Utilities Representative  
Nic Diehl, Jefferson County Development Authority Representative  
Sanford "Sandy" Green, Region 3 Homeland Security Area Liaison  
Holly Frye, Shepherd University Service Learning Program Education Representative

### JCHSEM Staff:

Stephen S. Allen, Director  
James M. Sager, Deputy Director, Planner, Program Manager  
Brandon C. Vallee, Administrative Assistant, Public Information Officer and Volunteer Coordinator

JCHSEM will be holding their Quarterly Partnership Luncheon on Friday, October 19 at noon at Shepherd University's Applied Business Lab.



Shepherd University is located at 301 N. King St, Shepherdstown, WV 25443. For a map of the campus and directions to the building, please go to page 2 of the newsletter.

The cost of the lunch is \$14.00 per person (which includes tax and gratuity), payable to Shepherd University by cash or credit. The menu will be served buffet style and consist of:

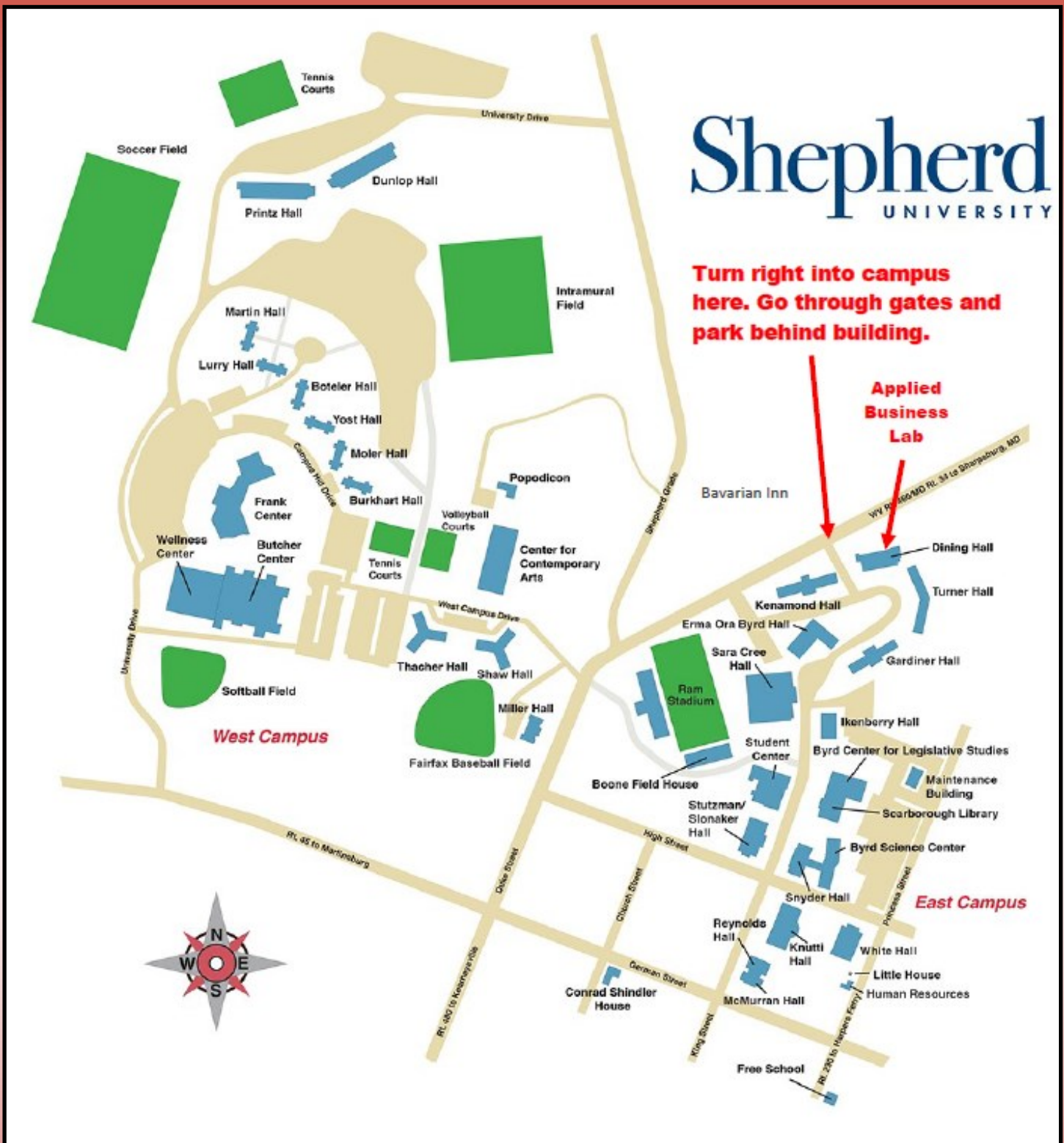
- Hamburgers; Hotdogs; and Barbequed Chicken
- Assorted buns, lettuce, tomatoes, pickles, onions, condiments
- Potato Salad and Macaroni and Cheese
- Fresh baked Cookies and Brownies
- Choice of canned soft drink or bottled water

You must pre-register to attend this event prior to Monday, October 15. Due to the nature of this event, the registration is limited to the first 40 people who sign up. You may register by going to Eventbrite: <https://www.eventbrite.com/e/jchsem-quarterly-partnership-luncheon-october-2018-tickets-50973301517>

If you need assistance with your registration, please contact Brandon Vallee at 304-724-8914 or email him at [bvallee@jeffersoncountywv.org](mailto:bvallee@jeffersoncountywv.org). Attendees should begin to arrive at 11:45 am for a noon start time.

Our speaker for this event will be Carla Hunter, with the American Red Cross, who will be discussing the American Red Cross Pillow Case Project. The Pillow Case Project is one way to educate 3rd to 5th graders about Emergency Preparedness, Disaster Supply Kits, Fire Safety, and Coping Skills. Ms. Hunter will be discussing the history of the program, the goals of the program, and its impact on Jefferson County.





### Directions:

Take route 480 N. towards Sharpsburg, MD. Before crossing the Potomac River, turn right on the access road before the dining hall. There will be plenty of parking in front of the dining hall from the Route 480 entrance. We will be meeting on the ground floor of the dining hall in the Applied Business Lab. If you use the main dining hall entrance, please use the stairs to go to the lower level. There will be signs placed on the road to notify everyone where to go.





Fire Prevention Week is on October 7-13, 2018. During this time, the National Fire Protection Association wants everyone to: “Look. Listen. Learn. Be Aware. Fire can happen anywhere!”

**Look:** Look for places fire could start. Take a good look around your home. Identify potential fire hazards and take care of them.

**Listen:** Listen for the sound of the smoke alarm. You could have only minutes to escape safely once the smoke alarm sounds. Go to your outside meeting place, which should be a safe distance from the home and where everyone should know where to meet.

**Learn:** Learn two ways out of every room and make sure all doors and windows leading outside open easily and are free of clutter.

In a fire, mere seconds can mean the difference between a safe escape and a tragedy. Fire safety education isn’t just for school children. Teenagers, adults, and the elderly are also at risk in fires, making it important for every member of the community to take some time every October during Fire Prevention Week to make sure they understand how to stay safe in case of a fire.



## About Fire Prevention Week

Since 1922, the NFPA has sponsored the public observance of Fire Prevention Week. In 1925, President Calvin Coolidge proclaimed Fire Prevention Week a national observance, making it the longest-running public health observance in our country. During Fire Prevention Week, children, adults, and teachers learn how to stay safe in case of a fire. Firefighters provide lifesaving public education in an effort to drastically decrease casualties caused by fires.

Fire Prevention Week is observed each year during the week of October 9th in commemoration of the Great Chicago Fire, which began on October 8, 1871, and caused devastating damage. This horrific conflagration killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures, and burned more than 2,000 acres of land.

For more information on how to prepare for a fire, go to: <https://www.nfpa.org/>

# 18th Annual Public Service Banquet

The Jefferson County Chamber of Commerce is sponsoring the 18th annual Public Service Banquet. This banquet is an opportunity to thank and honor Jefferson County First Responders. The banquet will be held at the Skyline Terrace of the Hollywood Casino at Charles Town Races from 5:30 pm to 9:00 pm on Tuesday, October 16, 2018. Tickets are \$12.00 per person.



For additional information about the event, directions, and to purchase tickets, please go to:

<http://www.jeffersoncountywvchamber.org/events/annual-public-service-banquet/>



**Top:** Jefferson County Sheriff's Department at the 2017 First Responders Banquet.

**Right:** Over 100 attendees in the Skyline Terrace of Hollywood Casino at Charles Town Races at the 2017 First Responders Banquet.

## Sign Up to Receive Nixle Alerts!



JCHSEM uses NIXLE Alerts to send emergency alert notifications by text, e-mail, Facebook and Twitter. We send out weather watches and warnings, as well as Emergency Public Information during disasters. Examples include tornado, flood, severe snowstorm, and severe thunderstorm watches, warnings, advisories, and emergencies as well as, where emergency shelters are located, where commodities can be obtained, etc. Signing up is easy and it's FREE! To sign up, go to <http://local.nixle.com/register> or text your zip code to 888777 and then text JCHSEM to the same number.

In addition to NIXLE, we still use traditional media, such as newspapers, TV, and radio, however, receiving NIXLE alerts on your phone is the fastest way to receive emergency public information. Make sure that everyone in your family that has access to a phone receives our emergency alerts in case you are not together when a disaster happens. Make receiving NIXLE Alerts a part of your family's communication plan. If you have questions about NIXLE Alerts, you can go to [www.nixle.com](http://www.nixle.com) and click on "resident". You can always call our office if you have local questions or need assistance with getting registered.

## International ShakeOut Day

On Thursday, October 18, 2018 at 10:18 am local time, Over 43 million agencies and people from across the globe will be practicing earthquake safety. This will be the world's largest earthquake drill ever! In the "South East" section of the United States (where West Virginia is included), over 1.3 million people will be participating. This includes families, schools, government agencies, businesses, healthcare providers, non profit organizations, faith-based organizations, and more.

Taking simple steps, such as knowing your risk of earthquakes, checking your emergency kit, knowing what to do if an earthquake strikes, and learning how to "Drop, Cover, and Hold On" will ensure you and your family are safe. To read more about the International ShakeOut Day and to get registered, go to: <https://www.shakeout.org/index.html>

Remember: you can be anywhere when an earthquake strikes: at home, at work, at school, or even on vacation. Are you prepared to survive and recover quickly?



### Drop, Cover, and Hold On!

Drop, Cover, and Hold On! Will in most situations, reduce your chance of injury from an earthquake.



**DROP** where you are, onto your hands and knees. This position protects you from being knocked down and also allows you to stay low and crawl to shelter if nearby.



**COVER** your head and neck with one arm and hand

- If a sturdy table or desk is nearby, crawl underneath it for shelter
- If no shelter is nearby, crawl next to an interior wall (away from windows)
- Stay on your knees; bend over to protect vital organs



**HOLD ON** until shaking stops

- Under shelter: hold on to it with one hand; be ready to move with your shelter if it shifts
- No shelter: hold on to your head and neck with both arms and hands.

#### What NOT to do during an earthquake:

**DO NOT** get in a doorway! An early earthquake photo is a collapsed adobe home with the door frame as the only standing part. From this came our belief that a doorway is the safest place to be during an earthquake. In modern houses and buildings, doorways are no safer, and they do not protect you from flying or falling objects. Get under a table instead!

**DO NOT** run outside! Trying to run in an earthquake is dangerous, as the ground is moving and you can easily fall or be injured by debris or glass. Running outside is especially dangerous, as glass, bricks, or other building components may be falling. You are much safer to stay inside and get under a table.

**DO NOT** believe the so-called "triangle of life"! In recent years, an e-mail has circulated which recommends potentially life threatening actions, and the source has been discredited by leading experts. Read our special report to learn more.



Persons with Disabilities should check out [EarthquakeCountry.org/disability](http://EarthquakeCountry.org/disability) for recommendations for people who use wheelchairs, walkers, or are unable to drop to the ground and get up again without assistance.

The main point of *Drop, Cover, and Hold On* is not to try to move, but immediately protect yourself as best as possible where you are. Earthquakes occur without any warning and may be so violent that you cannot run or crawl; you therefore will be most likely be knocked to the ground where you happen to be. You will never know if the initial jolt will turn out to be the start of the big one. You should Drop, Cover, and Hold On immediately!

In addition, studies of injuries and deaths caused by earthquakes in the U.S. over the last several decades indicate that you are much more likely to be injured by falling or flying objects (TVs, lamps, glass, bookcases, etc.) than to die in a collapsed building. *Drop, Cover, and Hold On* offers the best overall level of protection in most situations.

As with anything, practice makes perfect. To be ready to protect yourself immediately when the ground begins to shake, practice Drop, Cover, and Hold On as children do in school at least once each year.

**5:00 P.M.  
BURNING LAW**

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**MARCH 1—MAY 31  
5:00 P.M.—7:00 A.M.**

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**OCTOBER 1—DECEMBER 31  
5:00 P.M.—7:00 A.M.**

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**MAXIMUM FINE: \$1,000.00  
FOR VIOLATING THE BURNING LAW**

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**BURNING LAWS IN BRIEF**

- \* NO BURNING FROM 7 A.M. UNTIL 5 P.M.
- \* FIRE MUST BE ATTENDED AT ALL TIMES
- \* AREA MUST BE CLEARED DOWN TO MINERAL SOIL FOR A MINIMUM DISTANCE OF 10 FEET AROUND WHAT IS BEING BURNED.
- \* IF YOUR FIRE ESCAPES, YOU ARE LIABLE FOR THE COSTS OF FIGHTING THE FIRE AND ANY DAMAGE THE FIRE MAY CAUSE TO OTHERS.

**WILLFULLY SETTING FIRES IS A FELONY AND PUNISHABLE  
BY FINE AND/OR IMPRISONMENT!  
(WEST VIRGINIA ARSON HOTLINE 1-800-233-FIRE)**

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WV FORESTRY ASSOCIATION  
UNITED STATES FOREST SERVICE

\$1,000 REWARD FOR INFORMATION LEADING TO THE ARREST AND CONVICTION OF AN ARSONIST

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## 2018 Disaster Ready Kids Program—By the Numbers

Every summer, Jefferson County Homeland Security and Emergency Management seeks to reach out to as many schools, libraries, summer camps, daycare centers, and youth groups as possible in order to provide free emergency preparedness lessons to children of all ages.

Between June 1st and September 30, (there were no courses scheduled in May this year), JCHSEM taught 17 classes, at 9 different locations, with 294 kids and 40 adults learning the hazards of Jefferson County and how to be prepared for them!

Every child and adult went home with emergency preparedness guides which will help their families become more prepared for emergencies. If we assume that everyone has a family with two parents (or a spouse) and two kids, Jefferson County now has 334 prepared families who consist of approximately 1,336 Jefferson County residents. That figure does not even include the amount of prepared pets!

I just want to say thank you to Briggs Animal Adoption Center, Shepherdstown Daycare, Jefferson County Parks and Recreation, Alpha Best, and TLC Montessori for participating in our program this year. We look forward to bringing the program back next year and hope to provide more emergency preparedness lessons to the children of Jefferson County.

If you are interested in having a Disaster Ready Kids program, reach out to Brandon Vallee at [bvallee@jeffersoncountywv.org](mailto:bvallee@jeffersoncountywv.org).





## SKYWARN Basic Course in Jefferson County



Do you have an interest in weather? Would you like to be able to help your local National Weather Service office by providing the ground truth on the atmosphere that we observe from radar, satellites and various reporting stations? Then consider attending the SKYWARN® program Basic course.

On Wednesday, November 7, there will be a SKYWARN Basic Course held at Independent Fire Company Meeting Hall, located at 200 W 2nd Ave, Ranson, WV 25438. The class is free to attend, but registration is required. This is the first Basic Course to be held in Jefferson County in close to two years, we expect a large crowd to be in attendance.

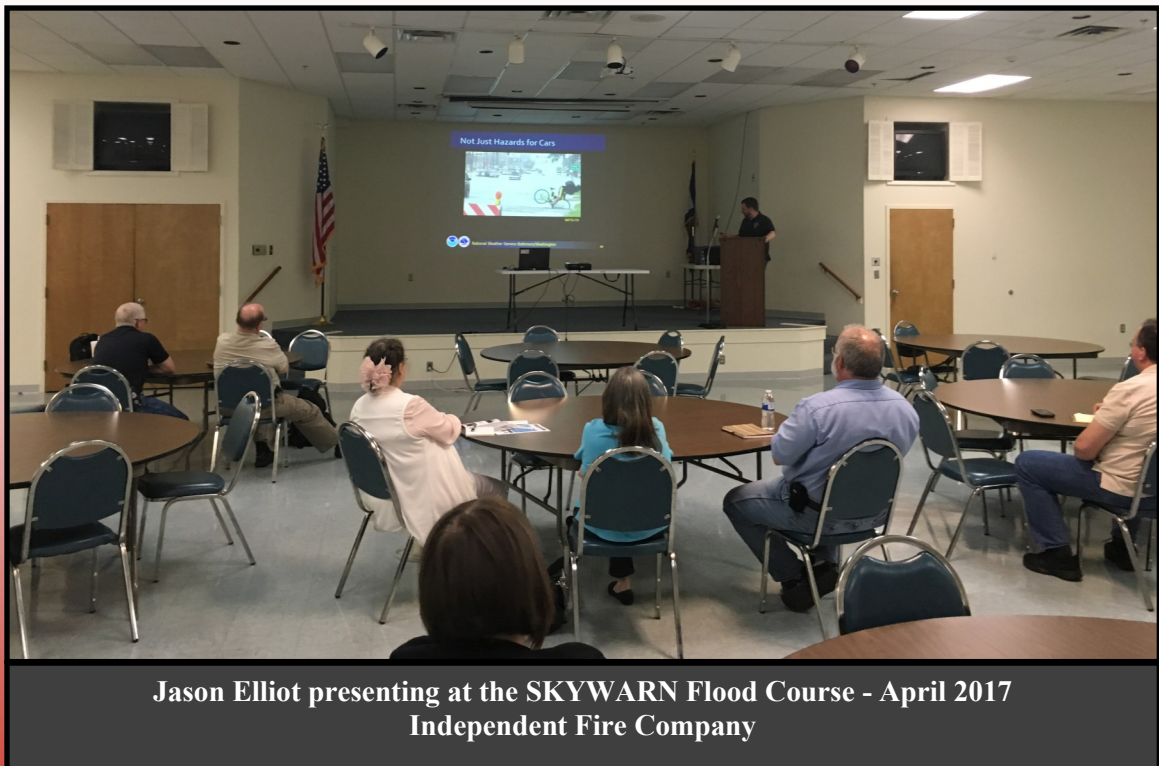
By attending this course, you will be trained by NWS personnel to recognize features associated with developing, mature, and dissipating thunderstorms which cause hazardous weather such as lightning, flooding, hail, tornadoes and downbursts. The attendee will also learn basics about winter weather and tropical hazards.

At the end of the course, you will be assigned a SKYWARN® spotter number which will be maintained in the official database at the NWS in Sterling. You will also be directed how to report this vital weather information. For those who have attended in the past but want a refresher, please feel free to attend. We would love to see you again!

This SKYWARN® Spotter Class is offered free of charge from the combined efforts of your local National Weather Service Forecast Office, Jefferson County Homeland Security and Emergency Management, and Independent Fire Company. A National Weather Service meteorologist will teach the class and provide related materials.

**Registration is required to attend the class!**

In order to register, please go to: <https://www.eventbrite.com/e/skywarn-basics-jefferson-county-tickets-50757979483>



Jason Elliot presenting at the SKYWARN Flood Course - April 2017  
Independent Fire Company



## Need Training?

Emergency Management is a constantly-changing field. While we all strive to keep up with the latest technology, the best ways to work with stakeholders to develop plans, how to conduct successful floodplain management, performing damage assessments, how to handle the debris after a disaster, help our communities to recover, or just learning the fundamentals, there are plenty of options available to you. Here are some great opportunities for training that you may or may not know about:

**West Virginia Military Affairs and Public Safety's Training Center, CourseMill**. If you are involved in emergency management in West Virginia, you can set up your free account at <http://www.onlinelearning.wv.gov/dmapscm6/home.html>

Once you set up your account, you can log on and look at the list of available courses being taught in West Virginia. Current courses include the Basics of Floodplain Management, HazMat Highway Containers in a Tunnel Specialist, Search and Rescue in Community Disasters, Disaster Preparedness for Hospitals and HealthCare Organizations within the Community Infrastructure; National Emergency Management Basic Academy Train the Trainer; Advanced Floodplain Management Concepts, and Rail Care Incident Response for Crude, Ethanol and Other Flammable Liquids-Rail Car Response. The courses are always changing, so check back often.

**FEMA's Emergency Management Institute's** URL is <https://training.fema.gov/emi.aspx>. From this training portal, anyone can take their online independent study courses for free. There are over 100 courses to choose from. You can also browse the schedules and information about their on-campus resident courses for those who are involved in emergency management at the federal, state, local or tribal governments.

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## Upcoming Training Opportunities

Here is a listing of upcoming state sponsored training opportunities. These courses are free to attend however registration is required to attend.

On October 10, there will be an AWR-328 All Hazards Preparedness for Animals in Disasters course at the West Virginia National Guard Armory in Moorefield.

On October 11, there will be a MGT-448 All Hazards Planning for Animal, Agricultural, and Food Related Disasters course at the West Virginia National Guard Armory in Moorefield.

On October 18, there will be a Basics of Floodplain Management course at the Bridgeport Conference Center in Bridgeport, WV.

On December 4-5, there will be a PER-335 Critical Decision Making for Complex Coordinated Attacks course at the Highlands Conference Center in Triadelphia, WV.

On December 11-13, there will be a Law Enforcement Active Shooter Emergency Response (LASER) course at Orchard View Intermediate School in Martinsburg, WV. This course is for WV Law Enforcement only.

To Register for these FREE Classes, go to: <http://www.onlinelearning.wv.gov/dmapscm6>

For questions about the course or registration, contact [Gregory.c.fernley@wv.gov](mailto:Gregory.c.fernley@wv.gov) or call 304-558-5380

# Disaster Exercises 2018

WV Homeland Security Region III (WVHSR3) Functional Exercise for the 2018 Exercise Series was held at Potomac State College in Keyser, WV on Tuesday, July 17, 2018. Representatives from all counties in WVHSR3 and Western Maryland Partners were in attendance. The 2018 Exercise Series will continue with a Full Scale Exercise on Friday, October 26, 2018 and Saturday, October 27, 2018. If you or your organization are interested in participating in the exercise series, please contact Stephen Allen at: [sallen@jeffersoncountywv.org](mailto:sallen@jeffersoncountywv.org)

- 2017 WV Homeland Security Region 3, AAR/IP Meeting..... Completed
- 2018 WV Homeland Security Region 3, Tabletop Exercise..... Completed
- 2018 WV Homeland Security Region 3, Functional Exercise..... Completed
- 2018 WV Homeland Security Region 3, Full Scale Exercise..... October 27, 2018
- 2018 WV Homeland Security Region 3, AAR/IP Meeting..... TBA

An effective exercise program is an essential component of our preparedness as it validates plans, tests operational capabilities, maintains leadership effectiveness, and examines ways to utilize the whole community. Exercise program management involves a collaborative approach that integrates resources, organizations, and individuals in order to identify and achieve program priorities.



Left: 2018 Functional Exercise. Right: 2017 Full Scale Exercise

## **Jefferson County Homeland Security and Emergency Management-Committees**

### **Steering Committee, John Sherwood, Chair**

The Steering Committee works with the JCHSEM Director to guide the activities of JCHSEM. A fourteen-member Steering Committee is made up of public and private representation. JCHSEM is a Department within the Jefferson County Commission, who has overall responsibility for the department and its employees. The Jefferson County Commission appoints all members to the steering committee. This committee meets following the Quarterly Partnership Luncheons held in January, April, July, and October and meetings are scheduled as needed. Please call the office for exact dates, locations, and times.

### **Public Awareness, Education and Training Committee, Paula Marrone-Reese, Chair**

Any interested person can serve on this committee. The Public Awareness, Education and Training Committee is responsible to communicate the organization's activities to the public and to build support for JCHSEM's programs. They work with the Director and other staff to keep the entire community focused on the objectives of JCHSEM, the opportunities for additional involvement and support by updating citizens and businesses about what the partners are doing and how the community will and is benefiting from these efforts. Additionally, they are responsible to assist the program manager in setting up speaking engagements and public awareness events. This committee meets monthly on the 2<sup>nd</sup> Wednesday of the month at 0830 in the EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced.

### **All Hazards Mitigation Planning Committee, Mason Carter, Chair**

Any interested person may serve on this committee. The All Hazards Mitigation Planning Committee examine the community's risks and vulnerability to all hazards and assess the community's vulnerability to those risks. An All Hazards Mitigation Plan was completed and adopted by the Jefferson County Commission, all Jefferson County municipalities, WVHSEM, and Federal Emergency Management Agency in July, 2003. The plan was updated in 2008 and 2013. The 2013 Plan was approved by WVDHSEM and FEMA in June, 2013. This committee meets has begun work on the 2018 Plan and will meet as needed until the plan's completion in June 2018. Please call the office for exact dates and times.

### **Counter Terrorism Committee, Stephen Allen, Director, Chair**

Membership to this sub-committee of the Risk Assessment and Mitigation Planning Committee is limited to members of law enforcement, emergency management, homeland security, emergency communications, Red Cross, schools, health care, fire companies, ambulance authority/EMS, and government, due to sensitive homeland security issues. The committee works on issues of planning and training for counter terrorism or human-caused disasters. Meetings are held on the 2<sup>nd</sup> Tuesday of the month at the EOC at 28 Industrial Blvd., Kearneysville, unless otherwise announced.

If you are interested in joining any of our committees, contact Stephen Allen at [sallen@jeffersoncountywv.org](mailto:sallen@jeffersoncountywv.org)

Times, dates, places may need to be changed due to inclement weather, scheduling conflicts or EOC activation. If you have questions, call the JCHSEM office.



**Jefferson County  
Homeland Security and  
Emergency Management**

28 Industrial Blvd., Suite 101  
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Fax: 304-728-3320

**PUBLIC SAFETY; PUBLIC TRUST**

The Jefferson County Commission's Homeland Security and Emergency Management Department is responsible for the coordination of preparedness, planning, response, recovery and mitigation of disasters and large emergencies in Jefferson County, West Virginia. Volunteer and community participation is encouraged and welcome. We currently have committees on All Hazards Mitigation Planning; Public Awareness, Education and Training; Counter Terrorism; and a Steering Committee that acts as an advisory group.

We are responsible for the Citizen Corps/CERT, StormReady, Community Rating System, Resilient Neighbor Network and Project Impact programs. JCHSEM is also responsible for the Jefferson County R.A.C.E.S group.



## Meetings & Events

### ***October Meetings***

*8 - Columbus Day Holiday, Office is Closed*

*9 - Counter Terrorism Committee meeting at the Jefferson County EOC at 1400 hours*

*10 - Public Awareness Committee meeting at the Jefferson County EOC at 0830 hours*

*15 - 18 - 2018 West Virginia SERC Conference, Camp Dawson, WV*

*16 - First Responders Banquet at Hollywood Casino at Charles Town Races at 1730 hours*

*19 - JCHSEM Quarterly Partnership Luncheon at Shepherd University at 1200 hours*

*19 - JCHSEM Steering Committee meeting at Shepherd University immediately following the Quarterly Partnership Luncheon*

*27 - West Virginia Homeland Security Region 3 Full Scale Exercise*

*30 - IT Squad Meeting at Charles Town Library Meeting Room at 1500 hours*

***\* Sterling National Weather Service Calls every Monday at 9:00 a.m.***

***\* Weather Calls every Monday and Friday at 10:00 a.m. with State EOC and National Weather Service***