

C/WLEPC

Cabell/Wayne Local Emergency Planning Committee

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MINUTES

June 6, 2011

Cabell County Commission Chambers

Huntington, WV

1:00 P.M.

Members Present: Mickey Plymale, Wayne County Health Dept.
Rhonda Montanez, Cabell County Commission
Bill Willis, Wayne County 911
Dan Nicholson, VA Medical Center
Steve Murray, CCEMS
Linda Holmes, CSX Transportation
Andy Watson, St. Mary's Medical Center
Kevin Price, Tri-State Airport
Elizabeth Ayers, Cabell Htgn. Health Dept.
Karen Hall-Dundas, Cabell Htgn. Health Dept.

Meeting was called to order at 1:00 pm, by Mickey Plymale, Chairman.

Motion was made by Kevin Price and seconded by Elizabeth Ayers, to approve the April 21, 2011 Regular C/WLEPC minutes. Motion carried.

Motion was made by Andy Watson and seconded by Linda Holmes, to accept the Financial Report as given by Rhonda Montanez. Motion carried.

Review Status of all Current Grants – Mickey Plymale stated that our account balance does not include the HEMP Grant for \$6,000.00, as we haven't invoiced this yet. But, the money will be devoted to update our Emergency Response Plan, as well as the Web.

Reports of Standing Sub-Committees: Drill Planning - Andy Watson reported the Table Top Drill is set for Tuesday, June 7th, at 6:00PM, at the Tri-State Fire Academy. **Area Shelter Planning Committee** – Mickey Plymale updated us on the on-line vulnerable means registry, and reported the Health Department was working on setting a training date. Anyone is welcome to come and sit in on the training, which will probably be on June 29th or the 30th.

Report on Cabell/Wayne Homeland Security Committee Meeting - No report was given.

Other Business - Kevin Price said he is waiting on the invoice from WVU, which will cover the fire training that the volunteer fire departments received at the airport. He will email it to Rhonda when he receives it, so that we can get it paid.

Andy Watson discussed the drills conducted with volunteers, by saying that in the past we paid the organizations with 20 or more volunteers, \$100.00; 20 or less volunteers, \$50.00; and the organization with the most participants, received an extra \$100.00. After further discussion, a motion was made by Andy Watson and seconded by Kevin Price, to pay the organizations according to the number of volunteers (participants), as we did previously. The motion carried. Andy then added that it made it possible to identify the volunteers by providing them with t-shirts. After discussion, Kevin Price said he would check on prices. A motion was made by Andy Watson and seconded by Karen Hall-Dundas, that the C/WLEPC donate up to \$400.00 for the purchase of volunteer t-shirts. The motion carried.

At this time, Mickey Plymale reminded everyone that the 2011 SERC Conference, will be held at Canaan Valley State Park, on September 12-14, 2011. You can go to www.dhsem.w.gov , for further information, or call Misi Savage at (304)558-5380.

Mickey then gave a report on updating the C/WLEPC's Emergency Response Plan manual. The committee, (made up of Linda Holmes, Gordon Merry, and Bill Willis), gave him prior authorization to enter into an agreement with someone to have our Emergency Response Plan updated. Mickey received two bids: (1) J.H. Consulting, LLC, for \$5,600.00; and (2) Waldroup Sommer & Associates, LLC, for \$4,500.00. The committee chose the lowest bid, offered by Waldroup Sommer & Associates, for \$4,500.00. It is anticipated to have the update done by this summer. The bids will be made available for review to anyone wishing to see them.

Elizabeth Ayers advised that Bob Kelly, with the EPA, will be conducting crisis training on July 14, 2011, from 9:00AM until 5:00PM, at the Cabell Huntington Health Department.

There being no further business, the meeting adjourned at 1:26PM.

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AGENDA

August 10, 2011

**Cabell County Commission Chambers
750 5th Avenue – Suite 300
Huntington, WV
1:00 P.M.**

- 1. Call to Order – Mickey Plymale, Ch.**
- 2. Approval of the Minutes of the June 6, 2011 - C/WLEPC Meeting – Mickey Plymale, Ch.**
- 3. Financial Status Report – Rhonda Montanez, Sec./Treas. - C/WLEPC**
- 4. Nominating Committee Report**
- 5. Review Status of all Current Grants**
- 6. Reports of Standing Sub-Committees**
 - a. Drill Planning – Andy Watson, Ch**
 - b. Area Shelter Planning Committee, Mickey Plymale, Ch.**
- 7. Report on Cabell/Wayne Homeland Security Committee Meeting – Gordon Merry**
- 8. Any Other Business – Mickey Plymale, Ch.**
- 9. Adjournment**

**FINANCIAL REPORT
AUGUST 21, 2011**

<u>C/WLEPC FUND</u>	<u>AMOUNT</u>	<u>CK.#</u>	<u>BALANCE</u>
			\$ 38,127.62
05/31/11 – Interest – May, 2011	3.23		
06/30/11 – Interest – June, 2011	3.14		
07/31/11 – Interest – July, 2011	3.24		
C/WLEPC FUND BALANCE			\$ <u>38,137.23</u>
2010 SERC GRANT FUND BALANCE			1,000.00
	GRAND TOTAL		\$ <u>39,137.23</u>