



**BOARD OF DIRECTORS' MEETING**  
**Wednesday, February 1, 2023 – 11:30 AM**  
120 Third Avenue, South Charleston, WV 25303

The meeting was called to order by Keith Vititoe at 11:43 AM. A roll call was made with the following members present: Keith Vititoe, Tom Keefer, Phillip Fout, Mikyle White, CW Sigman, Marianne McClure, Dan Taaffe, and Chad Jones. Dave Turley and David Hodges were present as alternate members.

Marianne McClure made a motion to approve the January 4, 2023, Board of Directors' meeting minutes. Mikyle White seconded the motion. Motion passed with no objection.

The following additional business was conducted:

1. OFFICER REPORTS:

Chair Keith Vititoe

Keith discussed the upcoming Shelter-in-place weather related drill scheduled for February 20 at all Kanawha County schools. KPEPC will provide observers for selected locations. Please contact Keith if interested in participating as an observer.

Vice Chair Jason King Not present.

Secretary-Treasurer Angela Akers

Checking Account \$ 46,696.59

Reserve Account \$ 62,148.84

2. COMMITTEE REPORTS:

Business, Membership & Community Outreach Melinda Sprouse Not present.

Communications Systems Committee Jeff Clark Not present.

Drill Planning, Exercise & Training Dan Taaffe

Dan discussed a Coast Guard table-top exercise scheduled for June 21. The drill will be for a Mass Rescue Operation. They also are planning a large-scale river exercise for late Summer. The Board agreed to participate in both exercises.

Our DHS Exercise Evaluation Course will be held at the RTC location on March 6 and 7. More information issued shortly.

Finance Committee

Angela Akers

Tom circulated the January 2023 Financial Report for review and approval.

Hazard Assessment & Planning/Mutual Resources

Barry Lindley

Not present.

Plan, Implementation & Evaluation Committee

Marianne McClure

Nothing additional to report.

Chemical Facilities

Phil Fout

Nothing additional to report.

### 3. EMERGENCY MANAGER REPORTS

Kanawha County Office of Emergency Management

C.W. Sigman

CW reported on the Safety Expo planned for May 10 – 13. He urged members to take the Response To Complex and Coordinated Attack course. Kanawha County is sponsoring a Pediatric Emergency class on July 31 to August 2. More details to come.

City of Charleston Office of Emergency Management

Chad Jones

Nothing additional to report.

Putnam County Office of Emergency Management

Mikyle White

Nothing additional to report.

4. ADMINISTRATOR'S REPORT

Tom Keefer

Tom reported the 2023 invoicing will be out this month. No significant changes from 2022. The 2023 Committee sign-up listings were issued. Tom will update as additional names come in.

5. OLD BUSINESS

Hazardous Material Good Samaritan Legislation Update

The proposed Legislature Bill was discussed. The Bill is currently being reviewed by the House Judiciary Committee.

2023 WV SERC Conference

Tom announced the 2023 SERC Conference will tentatively be held on March 28 and 29 in Flatwoods. Previously the meeting dates were announced as March 27 and 28. Melinda Sprouse expressed interest in attending as our representative.

6. NEW BUSINESS

CW Sigman made a motion we provide lunch for the DHS Exercise Evaluation Course. Marianne McClure seconded motion. Motion passed.

7. ADJOURNMENT

CW Sigman made a motion to adjourn at 12:40 PM. Mikyle White seconded the motion. Motion passed with no objections.

Our next meeting will be on March 1 at 11:30 AM.