



**General Membership Meeting
Board of Directors' Meeting
Wednesday, April 5, 2023 – 11:30 AM**
Saint John XXIII Pastoral Center
100 Hodges Road
Charleston, West Virginia 25314

Meeting Minutes

1. Call to Order/Introductions

Keith Vititoe called the meeting to order at 12:03 PM. He asked all present to introduce themselves.

2. Presentations

Mary Green, Mary Ann Green Communications, gave a presentation on Effective Communications in a Time of Constant Chatter. A summary of her talk is attached. She covered the urgency of event/response communication expected today by our social media outlets.

Phil Fout, The Chemours Company, LLC, gave an overview of their regulated chemicals as required by the EPA Risk Management Plan. The chemicals covered were Formaldehyde, Sulfur trioxide, and Dimethyl ether.

3. Approval of Last Meeting Minutes

Marianne McClure made a motion to accept the January 25 General Membership meeting minutes. Tim Skiles seconded motion. Motion passed.

4. Reports

Officer Reports

Name

Chair

Keith Vititoe

Keith thanked everyone for attending. We are gaining in participation which is needed to complete our All-Hazard Plan review.

Vice Chair

Jason King

Jason requested everyone get involved in at least one committee. This helps the work load for all.

Secretary-Treasurer

Angela Akers

Checking Account \$93,369.02
Reserve Account \$62,222.51
Total \$155,591.53

Committee Reports

Business, Membership, and Community Outreach Melinda Sprouse
Not present

Communications Systems Committee Jeff Clark
Not present

Drill Planning, Exercise, and Training Dan Taaffe
Commander Albright, US Coast Guard, covered the Mass Rescue Operation table-top drill scheduled for June 21. More details to come. We have a train derailment table-top scheduled for May 9. This exercise will begin at 8:30 AM at the Dunbar Community Building. The WV Safety Expo being held May 11 through 13 at the Charleston Coliseum has several response training courses available for sign-up.

Finance Committee Angela Akers

Hazard Assessment, Planning, and Mutual Resources Barry Lindley
The committee will be evaluating our response plans based on the outcome of the above drills.

Plan, Implementation, and Evaluation Committee Marianne McClure
The committee held an incident review of the 2/23/23 natural gas leak in Nitro. The response went well and was executed according to our All-Hazard Plan.

Chemical Facilities Phillip Fout
The committee held its first session on 3/16. Please contact Phil if you wish to join the group.

Emergency Manager Reports

Kanawha County Office of Emergency Management C.W. Sigman
Encouraged everyone to attend the upcoming WV Safety Expo.

Putnam County Office of Emergency Management Mikyle White
Dave Turley advised us the Putnam County Board of Education has a new electric bus. They plan to show the bus and review EV battery response on May 20. Everyone is invited to the training.

City of Charleston Office of Emergency Management Chad Jones
Nothing additional to report.

Administrator Report

Tom Keefer

Tom reported we are getting a good response to the 2023 invoices sent out. He reports the Hazardous Material Good Samaritan Rule has been signed by Governor Justice.

5. Old Business

Dave Turley gave a brief report from the WV SERC Conference held 3/28 and 29. The leading topics covered were LEPC Legalities and Liabilities. An additional follow-up discussion will be held at the 5/3 Board of Directors' meeting.

6. New Business

Nothing additional was presented.

7. Adjourn

Mary Green made a motion to adjourn at 1:05 PM. Dave Turley made second to motion. The meeting was adjourned.

The next General Membership meeting will be on May 31, 2023, at 11:30 AM.