

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA
#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JULY 19, 2012

PRESENT: DAVID BLAIR COUCH, PRESIDENT
WAYNE DUNN, COMMISSIONER
STEPHEN GAINER, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

At 9:40 A.M., Dick Wittberg, director of the Mid-Ohio Valley Health Department, met with the commission to discuss the possibility of them assisting with immunizing school aged children this year with the influenza vaccine.

At 10:15 A.M., the County Commission met in Executive Session. (Order M/2047)

The County Commission, upon a motion duly made, seconded and passed approved minutes of July 9th and 12th, 2012.

AGENDA AND DISCUSSION ITEMS

At 10:30 A.M., Fred Rader and Tim Meeks from the Mid-Ohio Valley Regional Council met with the commission to request the signing of a resolution for fiscal year 2013 flood mitigation grant applications. (Order M/2045)

The County Commission also authorized them to advertise for bids for the demolition of properties being purchased through the Happy Valley Flood Mitigation Project. (Order M/2046)

At 10:50 A.M., the County Commission met with Ed Hupp, Wood County Emergency Services Director, who requested that the commission apply for a Hazard Mitigation Emergency Plan grant. (Order M/2044)

At 11:05 A.M., the County Commission met with Carole Jones, Wood County Circuit Clerk, and representatives from Software Systems, Inc., to discuss the possibility of the commission reconsidering the expense of adding a scanning package to her existing computer system.

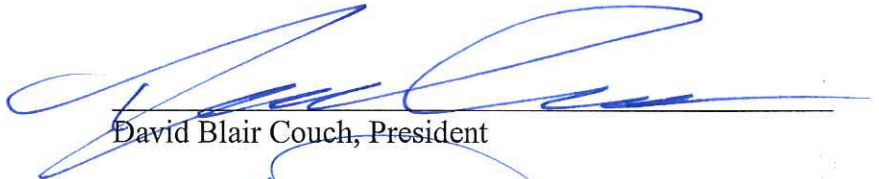
The County Commission adjourned.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/2042, M/2043, M/2044, M/2045, M/2046, M/2047, A/995 and A/996

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

To listen to this meeting, please refer to DVD labeled July 19, 2012.

Wood County Commission Meeting
Held July 19, 2012

Please Print

1.	Richard Wittberg
2.	Fred Rader
3.	Tim Meeks
4.	Taylor Cox
5.	Ed Hugg
6.	Carole Jones
7.	
8.	
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Evaluation of school-based free flu shots as delivered by the Mid-Ohio Valley Health Department in the autumn of 2011

In the fall of 2011, the Mid-Ohio Valley Health Department held 19 school based clinics in each of the Wood County Public Schools and another 10 clinics in schools in Ritchie and Pleasants Counties. In addition, we had one make-up day at the Parkersburg City Park for children who missed the clinic at the schools. We had the following participation:

Wood:	2178 children	approximately 17% of the students
Ritchie:	190	13%
Pleasants	52	4%

The flu season of 2011-12 was one of the mildest on record. As a result, we aren't able to judge the effectiveness of the immunization campaign in preventing flu in the schools.

We had expected a much greater response with school-based clinics vs. the mass free clinic we offered at City Park during the 2010-11 flu season when we had approximately 10% of the students accept the shot. While 17% in Wood County is more than 10%, it is not close to the 30% we achieved in the clinics based at the elementary schools during H1N1. It is questionable whether 17% increases "herd immunity" much more than the 10% we achieved with substantially less effort. Given the effort involved in setting up clinics at the schools, we do not think this is a good use of Public Health time.

If funding permits, we may consider continuing to offer a free flu clinic for children at a central location (such as City Park) in future years. It is unlikely that we will pursue more school-based flu clinics in the future.

Part of
minutes
7/19/12



Fourth Judicial Circuit of West Virginia

WOOD COUNTY JUDICIAL BUILDING
#2 GOVERNMENT SQUARE, ROOM 321
PARKERSBURG, WEST VIRGINIA 26101

ROBERT A. WATERS
JUDGE

TELEPHONE (304) 424-1746
FAX (304) 424-1747

David Blair Couch, President
Wayne Dunn, Commissioner
Steve Gainer, Commissioner
Wood County Commission

Re: Document Imaging in the Circuit Clerk's Office

Gentlemen,

I am writing to support Circuit Clerk Carole Jones in her effort to update her office with modern technology. New technology will assist our office in tracking cases and obtain case information much more efficiently.

Presently, my staff or I must physically go to the Circuit Clerk's office or other storage area to see the contents of a file, check the file out and make a copy of the desired information. At other times we must call the Clerk's office and take up their time to obtain information contained in file documents.

With the document imaging we will be able to pull up documents on our personal computer. For example, we can quickly obtain a copy of the indictment or sentencing order in a criminal file or the complaint, answer, motions and briefs in a civil case. This will save both our office and the Clerk's office a great deal of time. The Clerk will also be able to quickly and accurately answer inquiries from attorneys and the public.

This improvement should also help the present record storage and accessibility issue. I realize that cost is always an issue and is left to the sound discretion and judgment of the Commission. However, this would be a great step in taking advantage of modern technology to benefit the court, staff, county offices and the public.

Thank you for your consideration of the proposal of the Circuit Clerk.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert A. Waters", is written over a horizontal line.

Robert A. Waters

RAW/al



STATE OF WEST VIRGINIA
FOURTH JUDICIAL CIRCUIT
WOOD COUNTY JUDICIAL BUILDING
#2 GOVERNMENT SQUARE, SUITE 221
PARKERSBURG, WV 26101

JEFFREY B. REED, JUDGE
Phone (304) 424-1721
Fax (304) 424-1726

WOOD & WIRT
COUNTIES

July 18, 2012

The Honorable David Blair Couch, President
The Honorable Wayne Dunn
The Honorable Steve Gainer
Wood County Commission
#1 Court Square
Parkersburg, WV 26101

Dear Sirs:

It is my understanding that Carole Jones, the Wood County Circuit Clerk, has made a request for funding for the scanning of records, and that this matter is on your agenda for 11:00 o'clock a.m. on Thursday, July 19, 2012. I do not believe that I will be able to attend this meeting, due to my schedule; but I do want to express my support for this request.

It is my opinion that the scanning of her records is very important. Scanning would provide more security for the records by preserving a duplicate of them to be kept off-site. It would also enhance office efficiency and would greatly assist in the access of records.

I hope that you will give this request serious consideration. Please feel free to contact me if I can be of further assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Reed".

JEFFREY B. REED



Wood County Commission

7/19/2012

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 AM	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES, ERRONEOUS ASSESSMENT APPLICATIONS, FUNDING REQUESTS – CASA AND PARKERSBURG HOMECOMING AND ANY OTHER ADMINISTRATIVE DUTIES	MARTY SEUFER, COUNTY ADMINISTRATOR
10:30 AM	DISCUSS HAPPY VALLEY ASBESTOS INSPECTION REPORTS AND INVOICE; AUTHORIZATION TO ADVERTISE FOR DEMOLITION AND RESOLUTION FOR FISCAL YEAR 2013 APPLICATION	TIM MEEKS, MOVRC
10:45 AM	HMEP GRANT	ED HUPP, DIRECTOR OF EMERGENCY MANAGEMENT
11:00 AM	DISCUSS CIRCUIT CLERK SOFTWARE (PER DBC)	SOFTWARE SYSTEMS, INC.
General discussion items:		

7/19/12
70/117

JULY 19, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

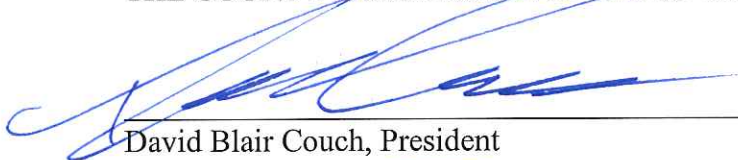
IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A
VACANCY EXISTS ON THE WOOD COUNTY PARKS AND
RECREATION COMMISSION (MOUNTWOOD PARK).

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, announced that a vacancy exists on the Wood County Parks and Recreation Commission (Mountwood Park). Said vacancy is due to the fact that R. Henry Elson submitted his resignation. The term for Mr. Elson will expire December 16, 2014. Said vacancies are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

7/19/12
70/118

JULY 19, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 12-CC-09. SAID REQUEST IS IN THE AMOUNT OF \$51,607.78.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 12-CC-09. Reimbursement is in the amount of fifty-one thousand six hundred seven dollars and seventy-eight cents (\$51,607.78) for the month of June, 2012. In addition to the Request for Reimbursement, the Time Sheets for employees of the Wood County Day Report Center, the Monthly Project Director's Report, the Financial Recap and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof.


Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

7/19/12
70/118

WEST VIRGINIA Division of Criminal Justice Services	Request for Reimbursement
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RECEIVED (For DCJS Use Only)	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	Project #:	12-CC-09
	FEIN#:	556 000 417
	Funds are hereby requested to cover expenditures	
	FROM:	6/1/12 TO: 6/30/12

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$38,107.78
Travel/Training	-0-
Space	-0-
Other	\$13,500.00
Equipment	-0-
TOTAL	\$51,607.78

CERTIFICATION:

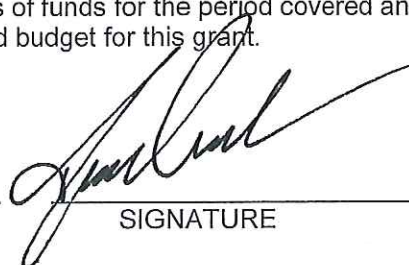
I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President, Wood County Commission

TYPED NAME & TITLE

(Authorized Official or Grant Financial Officer ONLY)



SIGNATURE

7/19/12

DATE

DCJS USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____
Initials _____ Date _____

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

7/19/12
70/118

JULY 19, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

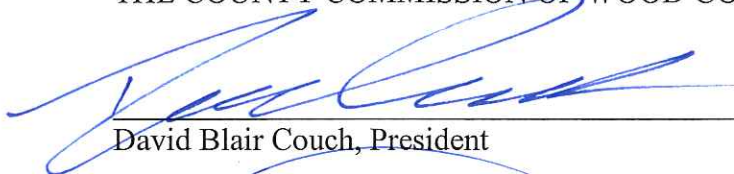
IN RE: THE COUNTY COMMISSION DID HEREBY APPOINT
PATRICIA MCCAY TO SERVE AS ASSISTANT WOOD COUNTY
CORONER.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby APPOINT Patricia McCay to serve as Assistant Wood County Coroner. Ms. McCay was recommended for the position by Wood County Coroner, Mike St. Clair.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Wayne Dunn, Commissioner


Stephen Gainer, Commissioner

M/2042

7/19/12
20/118

JULY 19, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER
12-CCPT-04. SAID REQUEST IS IN THE AMOUNT OF \$3,621.92.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Pre-Trial Diversion Program Grant Number 12-CCPT-04. Reimbursement is in the amount of three thousand six hundred twenty-one dollars and ninety-two cents (\$3,621.92) for the month of June, 2012. In addition to the Request for Reimbursement, the Grant Progress Report, the Contractor Time Sheets and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof.

Documentation pertaining to the Pre-Trial Diversion Program is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/2043

7/19/12
7/20/12

WEST VIRGINIA Division of Criminal Justice Services	Request for Reimbursement
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COPY
RECEIVED
(For DCJS Use Only)

Subgrantee:	Wood County Commission
Address:	One Court Square, Suite 203 Parkersburg, WV 26101
Project #:	12-CCPT-04
FEIN#:	556 000 417
Funds are hereby requested to cover expenditures FROM: 6/1/12 TO: 6/30/12	

PROJECT CASH EXPENDITURES

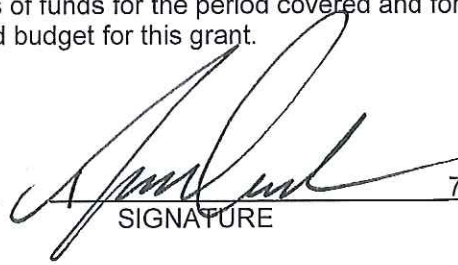
CATEGORY	AMOUNT
Personnel/Contractual	\$3,621.92
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
TOTAL	\$3,621.92

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President, Wood County Commission
TYPED NAME & TITLE
(Authorized Official or Grant Financial Officer ONLY)


SIGNATURE
7/19/12
DATE

DCJS USE ONLY	
ADMINISTRATIVE APPROVAL:	
This request is approved in the amount of \$ _____ Initials _____ Date _____	
Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.	
_____ Date	_____ Program Accountant

7/19/12
70/118

JULY 19, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE
LEPC TO APPLY FOR A GRANT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby AUTHORIZE the Local Emergency Planning Committee (LEPC) to apply for grant funds for Hazardous Materials Emergency Management (HMEP). The grant is for six thousand dollars and zero cents (\$6,000.00) and was presented by Wood County Emergency Services Director, Ed Hupp.

A copy of said application is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/2044

7/19/12
70/118

Planning Application Requirements

To be deemed an eligible applicant, the following criteria must be met and agreed to by the chairperson of the local emergency planning committee (LEPC)

- ☒ I certify that a copy of our LEPC By-Laws have been submitted to the WV SERC and approved
- ☒ I certify that I have attached a true and accurate LEPC membership list to this application
- ☒ I certify that I was appointed/elected as the chairperson of this LEPC. The LEPC minutes indicating my appointment/election are attached
- ☒ I certify that a copy of the last LEPC minutes are attached to this application
- ☒ I certify that the LEPC is complying with Section 324 of EPCRA – Public availability of plans, data sheets, forms and follow-up notices
- ☒ I certify that the LEPC has met twice in the prior twelve months and that copies of the minutes are attached
- ☒ I certify that the LEPC will meet at least quarterly during the grant period; and that copies of agendas and minutes from these meetings will be provided to the State Emergency Response Commission
- ☒ I certify that a LEPC hazardous materials plan has been previously submitted to the SERC
- ☒ I certify that the LEPC will conduct at least one hazardous materials emergency response exercise (table top, functional or full scale) during the grant period. Actual emergencies may be used to meet this requirement, provided the proper forms have been submitted to the SERC (USE AAR FORM)
- ☒ I certify that LEPC members were allowed to review this grant application prior to submittal
- ☒ I certify that the designated agency, which will receive grant funds, will be subject to audit by the West Virginia Division of Homeland Security and Emergency Management

LEPC Chairperson Signature:

Doug Hess / MB

Date:

7/19/12

OES Director Signature:

Date:

LEPC Information and Activities Completed

LEPC Name: Wood/Wirt LEPC
Address: 911 Core Rd
City, State, Zip: Parkersburg, WV 26104
Email: chairmanwoodcolepc@yahoo.com
Telephone: 304-420-0911

Name of Chairperson: Doug Hess

Number of Meetings in last 12 months: 5

Number of Members: 37

Dates of Last 2 meetings: June 19, 2012, January 18, 2012

Activity	Submitted/Completed date
LEPC Emergency Plan	June 2004
Response SOP's underway	
Response SOP's completed	
Plan Exercise	In Progress
Hazard Analysis	June 2004
By-law	Revised May 2012
Facility Outreach Program	
Public Information Program	
Commodity Flow Study	November 2011
Other:	

Program Narrative: Describe what the grant is and why the grant is needed.

What specific problem(s) will the grant solve? Explain in detail!

This project would facilitate the development of a hazardous weather operations plan for Wood & Wirt counties. A number of hazardous analyses have shown that a multitude of hazards could affect both counties, severe weather comprises the majority of that list and is the most frequent hazard that either county faces. Both counties have emergency operations plans, however, this document would focus on hazardous weather and the unique operational concerns that we would have to consider.

This plan would outline how to make notifications of severe weather, when to make them to whom to make them, etc. As an HMEP grant project, the plan would be hazmat centric.

It would look at the hazardous materials reported to the LEPC and discuss how severe weather events would affect those materials and determine if additional early warning to those facilities would be necessary. Involving the covered facilities would be of the utmost importance.

This plan would serve as a requirement for application to the Storm Ready program and in with the National Weather Service, activation guidelines and the use of storm spotters.

The plan would include materials that can be used for public education. All planning elements would be done in accordance with Comprehensive Preparedness Guide 101.

Anticipated Results/Benefits:

This project will outline ways to notify assets throughout the counties of impending severe weather. Assets would include the covered facilities that report usage and/or storage of hazardous materials and detail plans for severe weather forecasts, watches and when it hits. It will serve as a requirement for Storm Ready certification.

What activities/tasks will be included in the project?

Data Collection, Data Entry, Review, Prepare deliverables

When will the activity/task be finished?

Started:

10/1/12

Completed:

9/30/13

Who will do the tasks/activities and how will they be supervised?

All project-specific tasks will be performed by our contractor. They will be supervised by the Wood/Wirt LEPC through direct correspondence with and periodic updates from the contractor.

What new products/activity (reports, plans, maps or studies etc.) will the project produce?

Our contractor will provide a reproducible, updatable electronic copy of the completed hazardous weather plan. As a backup, printed copies for each county will also be provided.

If supplies will be purchased, list the cost of each item

n/a

Explain why supplies are needed to complete this project

n/a

Use additional sheets if necessary

Budget Sheet

Personnel Services:	
Salaries & Wages	\$
Printing & Postage	\$
Travel	\$
Office Supplies	\$
Software	\$
Resource Materials	\$
Training Expenses <i>Including Consumable Equipment</i>	\$
Other expenses <i>(be specific!)</i>	\$
Subtotal	\$
Contractor Costs <i>Including Contractor Information</i>	\$ 6000.00
TOTAL GRANT REQUEST	\$ 6000

Contractor Information

Why is a contractor needed?

we do not have the knowledge or experience

Who is the contractor (Include name, address etc)?

JH Consulting, 29 East Main St., Suite 1, Buckhannon, WV 26201

What is the scope of work the contractor will be responsible for?

all

Who will supervise the contractor to ensure a satisfactory completion of the project (including timely completion of project)?

Ed Hupp

Will the LEPC ensure a satisfactory project is completed?

yes

Additional Grant Information

Will other LEPC 's, or other organizations participate in the project; if so describe their participation.

no

Will your project be useful to other LEPCs, if so explain how.

our plan could be used as a model

Will additional grant funds or other funding sources be used? If so, explain.

no

Other pertinent information.

Additional Funding

If additional funds become available can your LEPC utilize those funds?

If so, what would the funds be used for?

List the dollar amount needed?

What is the latest date your LEPC can utilize additional funds

Reduction in funding request

If the WVSERC is unable to fund your project completely will the LEPC continue with the project?

If funding is reduced please indicate how the reduction will impact the project

What tasks or purchases will be eliminated, reduced or modified?

Will the overall value of the project be severely impacted? Explain how.

REMEMBER: EXPLAIN YOUR ANSWERS IN AS MUCH DETAIL AS POSSIBLE.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between the State of West Virginia, Division of Homeland Security and Emergency Management (hereinafter DHSEM), WV State Emergency Response Commission and the LEPC of County, State of West Virginia (hereinafter Wood/Wirt LEPC County LEPC).

WHEREAS, The DHSEM and WVSERC is the designated agency for the disbursement of United States Department of Transportation funding for planning for hazardous materials emergencies;

WHEREAS, the Wood/Wirt LEPC County LEPC has submitted a grant application for receipt of these funds dated the 13th day of July 2012.

NOW, THEREFORE, in consideration of the following covenants between the parties, the HSEM and WVSERC shall provide a grant payment of \$ 6000 to the Wood/Wirt County LEPC.

For and in consideration of this grant payment, Wood/Wirt County LEPC agrees as follows:

1. To expend the funds in accordance with its grant application filed with the HSEM and WVSERC on the 13th day of July, 2012 and in compliance with all applicable federal rules and regulations.
2. To maintain accounting records and receipts for the purpose of an audit to prove expenditure of the funds pursuant to the grant application submitted by the Wood/Wirt County LEPC on the 13th day of July, 2012.
3. To maintain these accounting records for a period of three (3) years and to submit to any audit upon request by the Division of Homeland Security and Emergency Management Office and the West Virginia State Emergency Response Commission; and
4. To repay to the DHSEM and WVSERC any funds not spent as agreed to herein.
5. To comply with all applicable provisions of federal, state, and local laws, regulations, and DOT directives. The Wood/Wirt County agrees and understands that federal laws, regulations, policies and regulated administrative practices in force and made applicable to this grant on the date of execution may be modified from time to time and that the most recent of such provisions will govern the administration of this grant.

6. The **Wood/Wirt** County LEPC agrees to comply with DOT regulations Drug-free Workplace Requirements (Grants) 49CFR Part 29, Subpart F. and to submit the required certification.
7. To comply with and execute the appendices attached hereto and incorporated by reference.

It is further understood and agreed that any funds not expended or encumbered by the 30th day of September, 2013, shall revert to the WV Division of Homeland Security and Emergency Management and West Virginia State Emergency Response Commission upon request of the WV Division of Homeland Security and Emergency Management and WV State Emergency Response Commission.

This MOU is entered into on this the 13th day of July, 2012.

James J. Gianato, Chairman
WV State Emergency
Response Commission


County LEPC Chairperson

APPENDIX A

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

DEPARTMENT OF TRANSPORTATION

The Wood/Wirt County LEPC (hereinafter referred to as the "Recipient") **HEREBY AGREES THAT** as a condition to receiving any federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act) and all requirements imposed by or pursuant to Title 49, code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Program of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, and **HEREBY GIVES ASSURANCE THAT** it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7 (a) (1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurance with respect to the project:

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23 (e) and 21.23 (b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and, in adapted form in all proposals for negotiated agreements:

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in regard to any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix B of the agreement in every contract subject to the Act and the Regulations.
4. That this assurance obligates the Recipient for the period during which federal financial assistance is extended to the project.
5. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that is, other recipients, subgrantees, contractors, subcontractors, transferee successors in interest, and other participants of federal financial assistance under such programs will comply with all requirements imposed or pursuant to the Act, the Regulations, and this assurance.
6. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, and Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Department of Transportation Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the recipients.

DATE 7/19/10

Wood County LEPC
(Recipient)

by Doug Hess/MS
(Signature of LEPC Chairperson)

APPENDIX B

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

During the performance of the contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agree as follows:

1. Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in Federally-Assisted Programs of the Department of Transportation (hereinafter "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. Solicitation for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.
4. Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Wood/Wirt County LEPC or the Research and Special Programs Administration (RSPA) to be pertinent to ascertain compliance with such Regulations, orders and instructions.

Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the Wood/Wirt County LEPC or the Research and Special Programs Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of the contractor's noncompliance with nondiscrimination provisions of this contract, the County LEPC shall impose contract sanctions as it or the Research and Special Programs Administration may determine to be appropriate, including, but not limited to:

(a) withholding of payments to the contractor under the contract until the contractor complies; and/or

(b) cancellation, termination, or suspension of the contract, in whole or in part.

6. Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directive issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the County LEPC or the Research and Special Programs Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontract or supplier as a result of such direction, the contractor may request the Wood/Wirt County LEPC to enter into such litigation to protect the interests of the Wood/Wirt County LEPC, and, in addition the contractor may request the United States to enter into such litigation to protect the interest of the United States.

APPENDIX C

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

DEPARTMENT OF TRANSPORTATION

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by Wood/Wirt County LEPC executed in expending these grant funds.

The [grantee, licensee, lessee, permittee, etc., as appropriate] for herself/himself, his/her heirs, personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this [deed, license, lease, permit, etc.] for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the [grantee, licensee, lessee, permittee, etc.] shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination of Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of the above nondiscrimination covenants, the Wood Wirt County LEPC shall have the right to terminate the [license, lease, permit, etc.] and to reenter and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, the Wood/Wirt County LEPC shall have the right to re-enter said lands and facilities thereon, and the above-described lands and facilities shall thereupon revert to and vest in and become the absolute property of the Wood/ Wirt County LEPC and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the Wood/Wirt County LEPC.

The [grantee, licensee, lessee, permittee, etc., as appropriate] for herself/himself, his/her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in case of deeds, and leases add "as a covenant running with the land"] that (1) no person on the grounds of race, color, sex, or national origin shall be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing services thereon, no person on the grounds of race, color, sex, or national origin shall be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination, and (3) that the [grantee, licensee, lessee, permittee, etc.] shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, the Wood/Wirt County LEPC shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, the Wood/Wirt County LEPC shall have the right to re-enter said land and facilities thereon, and the above-described lands and facilities shall thereupon revert to and vest in and become the absolute property of the County LEPC and its assigns.

*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI of the Civil Rights Act of 1964.

APPENDIX D

22.4 The Grantee agrees:

22.4.1 To comply with the provisions of the Privacy Act of 1974, 5 U.S.C. Section 552A and regulations adopted thereunder, when performance under the program involves the design, development, or operation of any system of records on individuals to be operated by the Grantee, its third-party contractors, subcontractors, subgrantees, or their employees to accomplish a DOT function;

22.4.2 To notify DOT when the Grantee or any of its third-party contractors, subcontractors, subgrantees, subrecipients, or their employees anticipate operating a system of records on behalf of DOT in order to implement the program if such system contains information about individuals' name or other identifier assigned to the individual. A system of records subject to the Act may not be used in the performance of this Agreement until the necessary and applicable approval and publication requirements have been met.

22.4.3 To include in every solicitation and in every third-party contract, subgrant, and when the performance of work under that proposed third-party contract, subgrant, or subagreement may involve the design, development, or operation of a system of records on individuals to be operated under that third-party contract, subgrant, or to accomplish a DOT function, a Privacy Act notification informing the third-party contractor, or subgrantee, that it will be required to design, develop, or operate a system of records on individuals to accomplish a DOT function subject to the Privacy Act of 1974, 5 U.S.C Section 552A, and applicable DOT regulations, and that a violation of the Act may involve the imposition of criminal penalties; and

22.4.4 To include the text of Subsections 22.4.1 through 22.4.4 in all third-party contracts, and subgrants under which work for this Agreement is performed or which is awarded pursuant to this Agreement or which may involve the design, development, or operation of such a system of records on behalf of DOT.

DATE

7/19/12

Wood/Wirt

County LEPC

(Recipient)

by

Doughless/mg

(Signature of LEPC Chairperson)

APPENDIX E

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS (GRANTEES OTHER THAN INDIVIDUALS)

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988, 44 CFR Part 17, Subpart F. The regulations, published in the January 31, 1989 *Federal Register*, required certification by grantees prior to award, that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when the agency determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government-wide suspension or debarment, (See 44 CFR Part 13, Subpart C 13.300 and Subpart D 13.400).

The grantee certifies that it will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug-counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d) (2), from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is convicted-
 - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b) (c), (d), (e) and (g).

Place(s) of Performance: The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant (street address, city, county, state, zip code):

Organization Name, Address and phone number

Wood/Wirt County LEPC

911 Core Rd

Parkersburg, WV 26104

Doug Hess
Printed Name

Doug Hess / MB
Signature

7/19/18
Date

HMEP PLANNING GRANT PROGRAM

REQUEST FOR PAYMENT

LEPC: Wood/Wirt LEPC

Chairperson: Doug Hess

Email Address: chairmanwoodcolepc@yahoo.com

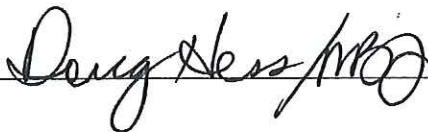
Total Grant Award: \$ 6000

Amount Requested: \$ 6000

I CERTIFY THIS IS AN ORIGINAL INVOICE AND PAYMENT HAS NOT BEEN RECEIVED

County LEPC: Wood/Wirt

County LEPC Chairperson Signature:



Date:

7/19/12

APPROVED FOR PAYMENT

Date:

WV SERC Chairperson Signature:

Amount: \$

REMEMBER: ALL SIGNATURES SHOULD BE IN BLUE INK!

*BACKUP DOCUMENTATION ON FILE WITH COUNTY LEPC

LEPC Membership

<i>First Name</i>	<i>Last Name</i>	<i>Company</i>	<i>Type</i>
Blaine	Auville	Community	member
JJ	Barrett	WV Extension Service	member
Michael	Barrick	State Fire Marshalls Office	member
Eric	Bucklin	Ohio Valley University	member
Adkins	Chief B.D.	Williamstown	member
Sherri	Christopher	Exel	member
Roberta	Cox	Community Representative	member
Belinda	Fetty	Mid Ohio Valley Transit Authori	member
Danny	Goodwin	Vienna Fire Department	member
Arnie	Green	Dupont	member
Kenny	Harris	WCEC	member
Doug	Hess	Clear Channel Radio	member
Ed	Hupp	WCOEM	member
Steve	Johnk	Public Debt	member
Tom	Joyce	St. Joseph's Hospital	member
Randy	Lowe	Wood County 9-1-1	member
Joyce	Mather	United Way	member
Terry	Moore	MOV Regional Airport	member
Chris	Pedersen	Fire Prevention & Safety Fair	member
Tim	Pingley	Allegheny Power	member
Jennifer	Pressley	Community	member
Carl	Reynolds	WV Laborers Training Camp	member
John	Rockhold	Funeral Director	member
Jim	Rose	MOVHD	member
John	Sikora	National Weather Service	member
Steve	Simonton	Community	member
Christina	Smith	ARC	member
Larry	Stephens	Camden Clark Hospital	member

<i>First Name</i>	<i>Last Name</i>	<i>Company</i>	<i>Type</i>
Galner	Steve	County Commission	member
Eric	Taylor	Parkersburg Fire Department	member
Jeff	Walsh	Grainger	member
Dave	White	WVU-Parkersburg	member
Don	Williams	Community	member
Todd	Wines	Red Cross	member
Rick	Woodyard	Wood County Sheriff Dept.	member
John	Young	Parkersburg Police Dept.	member
George	Young	Vienna Police	member

**Wednesday, November 17, 2010**

The meeting in the Parkersburg City Council Executive Meeting Room was called to order by Chairman Doug Hess at 12:10 PM. Also attending were: Steve Johnk, Steve Simonton, Ken Harris, Dot Harris, Rick Sawyer, Tom Joyce, Rod Shuman, Eric Bucklin, Carl Sizemore, Randy Lowe, John Young, Sherri Christopher, Terry Moore, John Rockhold, Vernon Dolby, Roberta Cox, Lisa Morgan, Vicki Ullom, Tim Miller, Wayne Dunn, Blaine Auville, Joyce Mather.

John made a motion to accept the minutes as mailed. Tom seconded the motion which passed.

Nominating Committee

Steve Johnk represented the nominating committee since Jim was unable to attend. No names were brought to the committee as nominees for chairperson or co-chair. Doug asked for nominations from the floor. John Rockhold nominated Doug Hess for chairman and Steve Simonton for co-chair. Tom Joyce seconded the motion which passed unanimously.

Strategic Planning Committee/Drill Committee

Two sub committees were formed. Steve Simonton will chair a committee to deal with items pertaining to the Strategic Plan and Jim Rose will chair a committee on items from the drill After Action Report. These committees will meet in January.

New Business

Information regarding a supplemental SERC Grant of \$600 has been received. No ideas for uses of the money were immediately forthcoming so Terry made a motion to authorize Doug to submit an application for the grant. Steve Simonton seconded the motion which passed.

Other Business

Meetings for the year will be set in January.

Kenny said CERT training will be held at the Health Department soon. Christina said there will be Citizens Corps for people with disabilities in January.

Lisa Morgan, Project Manager, Corps of Engineers, gave a presentation on the work and current status of the Bluestone Dam project.

The next meeting will be held at noon, Wednesday, January 19, 2011 in the Parkersburg City Building executive meeting room.



June 19, 2012

The meeting was called to order by Chairman Doug Hess at 12:04pm with Earl Totten, Blaine Auville, Arnie Green, Mike Shook, Don Dougherty, Sixto Velez, Aaron Richards, Terry Moore, Bo Wriston, Chris Pedersen, Tom Joyce, Sara Posey and Larry Stephens attending.

Minutes

Tom Joyce motioned with Bo Wriston second to approve the minutes of the previous meeting. Minutes approved on voice vote with no changes.

Grant Committees

Bo Wriston explained that he would like to submit a grant application for a laptop computer for Wirt County Emergency Management. The grants were offered to each LEPC in the state and will provide immediate reimbursement. He will also be able to purchase some auxiliary equipment to allow for public presentations. Tom Joyce made a motion to approve the application. Terry Moore seconded the motion which passed. It was proposed to apply for an HMEP Grant to use for a Hazardous Weather Plan to be prepared by JH Consulting. Bo Wriston commented that the plan would greatly benefit both Wood & Wirt counties. Arnie Green made a motion to allow Doug Hess to sign the grant and present it to the County Commission when preparation is complete. Tom Joyce seconded the motion which passed.

It was proposed to apply for a SERC Grant to supply operations equipment and supplies for the Wirt County Emergency Management Office. Also, a portion of the funds would be used to have copies of the new Emergency Operations Plan printed and bound for distribution to county agencies. Tom made a motion to allow Doug to sign the grant and present it to the County Commission when preparation is complete. Don Dougherty seconded the motion which passed.

Other Business

The Wirt County Commission has approved the new by-laws and they have been sent to Charleston. Sara Posey of JH Consulting gave a status report on the new EOP. Most of the changes are complete. She plans to meet with key players in the next few weeks, perhaps via teleconference or video conference, then develop a scenario and prepare the table top. She would like a proposed set of objectives within two weeks. Terry Moore suggested that the upcoming Air Show might provide a scenario to dovetail in on the table top. 20,000 people are expected to attend. Chris Pedersen suggested a list of topics for drills. Aaron Richards has connections to provide a class called Railroad Safety for Emergency Responders.

Tom Joyce made a motion to adjourn, Earl Totten seconded the motion which passed.



1/8/12

The meeting was called to order at 12:05pm with Steve Simonton, James Rose, Steve Johnk, Mike Daley, Arnie Green, Eric Taylor, Doug Hess, Don Dougherty, Ed Hupp, Sara Posey, Jeff Harvey, Don Williams, Bill D. Adkins, George Young, Dave Brabham, Tim Miller, Steve Gainer, John Rockhold and Bo Wriston in attendance.

Minutes

Jim Rose motioned with Steve Simonton second to approve the minutes of the previous meeting. Minutes approved on voice vote with no changes.

Committees

Arnie Green motion John Rockhold second on approval of the newly written by-laws as submitted by the By-Law committee and modified at a meeting between Doug Hess and the Wood County Commission. All three commissioners were invited to attend the discussion, however, only Commission President Blair Couch attended.

There was much discussion over the reasons for changing the bylaws with explanations given.

At the end of the discussion a motion was made to amend the motion and leave the bylaws as they are with the exception of adding in Wirt County and taking the old logo and updating it to include Wirt County. Motion by Ed Hupp to make that amendment to the original motion and seconded by Don Dougherty. Motion approved on voice vote.

Other Business

Jeff Harvey was in town doing the interviews for the Emergency Operations Plan update and provided information on how those were going.

Don Williams provided an update on a meeting he attended concerning the Bluestone Dam.

The date of the next Wood County Local Emergency Planning Committee has been changed to Wednesday, March 28. The meeting will be held at noon in the Parkersburg City Council Chambers

**Wednesday, November 16, 2011**

The meeting in the Parkersburg City Council Chambers was called to order by Chairman Doug Hess at noon.

Also attending were: Ken Harris, Dot Harris, Steve Simonton, Rick Sawyer, Carl Sizemore, Ed Hupp, Randy Lowe, Jim Rose, Jennifer Presley, Eric Taylor, Jeff Harvey, Larry Stephens, Tim Miller, Richard Wittberg, Ronald Jalbert, Chris Pedersen, Bo Wriston, Steve Gainer, David Blair Couch, Marty Seuffer, Blaine Auville.

Jim made a motion to accept the minutes as mailed. Bo seconded the motion which passed unanimously.

Grants

The Commodity Flow study was received. A copy was sent to Charleston to complete the 2011 HMEP Grant.

The 2012 grants will be used for a table top drill and a new Emergency Operations Plan, both prepared by JH Consulting.

Jeff recommended that the updating of the EOP is the logical first step with the two projects he will perform for the LEPC this year. Then the drill will be able to test the plan including changes and additions. Meetings with agencies will be scheduled before February so the drill can be held in the second quarter.

Old Business

Jim chaired the by-law review committee. Copies of the proposed by-laws were e-mailed to the membership. A vote will be taken in January. The floor was opened for comments. Jim said that the main change was incorporating Wirt County and that the state required all members to be NIMS certified. A lengthy discussion took place regarding the role of the County Commission in the LEPC as defined by the state code as well as the specific roll it plays in the Wood County organization. Issues discussed include the size of the LEPC and the Commission's roll in appointing members and providing insurance and financial backing. Further discussions will be held.

New Business

John Rockhold made a motion to continue operating under the current by laws. Steve Simonton seconded the motion which carried.

Blaine felt that several items needed to be added to the Commodity Flow Study. It can be amended.

Ron Jalbert said that the website is not ADA compliant. Rick Sawyer has been working on the site and said he would check into it.

Bo announced training dates for November

The next meeting will be January 18.



Wednesday, October 12, 2011

The special meeting in the Parkersburg City Traffic Court Room was called to order by Chairman Doug Hess at 12:05 PM.

Also attending were: Kristine Green, Jim Rose, Rick Sawyer, Blaine Auville, Eric Taylor, Arnie Green, George Young, Ed Hupp and Steve Simonton.

A \$5000 supplemental SERC Grant is available. Blaine made a motion to apply for the grant to update the Wood County Emergency Operations Plan. Jim seconded the motion which passed.

The meeting was adjourned.



Local Emergency Planning Committee

A Symbol Of Community Safety

Wednesday, September 16, 2011

The meeting in the Parkersburg City Council Chambers was called to order by Chairman Doug Hess at 12:05 PM.

Also attending were: Larry Stephens, Ken Harris, Dot Harris, Kristine Green, Rick Sawyer, Todd Wines, Larry Edwards, Earl Totten, Tammi Collins, Teresa Roberts, Bo Wriston, Steve Simonton, Jim Rose, Blaine Auville, Ed Hupp, Randy Lowe, Arnie Green, Steve Johnk, Steve Gainer, Terry Moore, Chris Pedersen, John Rockhold, Mike Barrick, Roberta Cox.

Grants

The Committee did not utilize this year's SERC Grant.

Doug recommended three possibilities for the Supplemental Grant application.

1. Purchase of the orange booklets on emergency preparation recommended by Christina
2. Educational materials for fairs and events
3. Pens and/or magnets for fairs and events

Jim made a motion to apply for a \$2000 SERC Grant for educational materials. John seconded and the motion passed.

Old Business

Toni Tiano will complete the Commodity Flow Study by the end of the month.

Terry Moore reported on the recent airport security drill and crash scenario drill. He expressed his thanks to the membership for their planning assistance which is a major part of the events.

New Business

Bo Wriston, new Emergency Management Director of Wirt County, was introduced. He said that he would like to use Wood County as a guide for Wirt County.

New appointments and reappointments to the committee will be voted on at the November meeting.

Rick Sawyer has done excellent work updating the website.

woodcolepc.org

A National Preparedness Month Safety Expo will be held from 7-9 PM, Thursday, September 29 in the City Building Executive Meeting Room. The Health Department and CERT and LEPC members will be on hand. The communications trailer will be available for viewing. Bo Wriston will conduct a formal presentation on volunteerism. The mayor and police departments have been invited.

A sub-committee headed by Jim Rose will review the by-laws and bring any proposed updates to the next meeting. Other committee members are Terry Moore, Steve Simonton, Steve Johnk, Bo Wriston and Tammi Collins. Any changes will be voted on at the January 2012 meeting. Some changes proposed were allowing the committee to appoint members without approval from the county commission. In response to questions from Steve Gainer, Doug said that the Commission would be involved with the financial needs. Tammi Collins of Faith Link was introduced.

JULY 19, 2012

7/19/12
70/19

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A
RESOLUTION FOR A HAZARD MITIGATION PROGRAM.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Resolution authorizing the execution of Hazard Mitigation Applications for fiscal year 2012/2013.

A copy of said Resolution is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President

A blue ink signature of Wayne Dunn, written in a cursive style, positioned above a horizontal line.

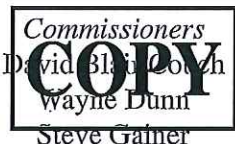
Wayne Dunn, Commissioner

A blue ink signature of Stephen Gainer, written in a cursive style, positioned above a horizontal line.

Stephen Gainer, Commissioner

M/2045

Office of the County Commission of Wood County, West Virginia



No. 1 Court Square
Suite 203
Parkersburg, WV 26101
Phone 304-424-1984

7/19/12
70/119

At a regularly scheduled Session of the Wood County Commission, held at the Courthouse thereof on the 19th day of July 2012, the following order was made and entered:

**IN THE MATTER OF A RESOLUTION AUTHORIZING THE FILING OF
APPLICATIONS TO THE WEST VIRGINIA DIVISION OF HOMELAND
SECURITY AND EMERGENCY MANAGEMENT FOR HAZARD MITIGATION
GRANT FUNDS**

WHEREAS: The Wood County Commission finds it necessary and desirable to submit an application for the Hazard Mitigation Grant Program to be used for the acquisition of structures located in the floodway/floodplain of Wood County: and,

WHEREAS: The Wood County Commission recognizes that flooding in Wood County is an extreme hazard and one that will continue to devastate our communities and cause harm to our residents.

NOW BE IT THEREFORE RESOLVED; that the Wood County Commission does hereby authorize the President or in his absence the President Pro Tem, to sign and submit Hazard Mitigation Grant Applications during FY2013.

Adopted this 19th day of July 2012.

Attest:

President

Marty Seuffer, County Administrator • Ph. 304-424-1976 • Fax 304-424-0194

Assessor
Rich Shaffer

Circuit Clerk
Carole Jones

County Clerk
Jamie Six

Prosecuting Attorney
Jason Wharton

Sheriff
Jeff Sandy

7/19/12
70/19

JULY 19, 2012

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 19th day of July, 2012, at 10:15 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Wayne Dunn and made unanimous by Steve Gainer, County Commissioners, upon prior adjournment of the regular session convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended:

WHEREUPON, the said Stephen Gainer, one of the Commissioners, David Blair Couch, President of said Commission, and Wayne Dunn, Commissioner met with Marty Seufer, County Administrator.

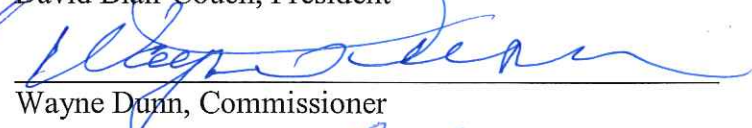
All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by the West Virginia Code Chapter 6, Article 9A-4 of 1931, section (9).

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:21 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/2047

JULY 19, 2012

7/19/12
70/119

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED THE MID-OHIO
VALLEY REGIONAL COUNCIL TO ADVERTISE FOR BIDS FOR
DEMOLITION OF PROPERTIES BEING PURCHASED THROUGH
THE HAPPY VALLEY FLOOD MITIGATION PROJECT.

O R D E R

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby AUTHORIZE the Mid-Ohio Valley Regional Council to advertise for Asbestos Abatement and Demolition of properties obtained in the Phase IV Happy Valley Flood Mitigation Project. Said advertising for bids is contingent on receipt of written asbestos report.

Documentation regarding Phase IV Happy Valley Flood Mitigation Project is on file in the Office of the County Administrator.

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/2046