



WV State Emergency Response Commission (WVSERC)

Meeting Minutes			
July 9, 2025			
Call to Order	10:09 am	Adjourned	12:08 pm
Meeting Called By	GE McCabe Chairman	Location	WV EMD Headquarters 1700 MacCorkle Ave SE Charleston, WV 25314

Attendees (P – Present; A – Absent; C – Present via Conference Call)			
SERC Commission Members			
1	GE McCabe, Chair	P	WV Emergency Management Division (EMD)
2	Roy McCallister, Vice Chair	P	WV Department of Agriculture
3	Nate Meadows	A	WV Department of Environmental Protection
4	Jesse Adkins	P	WV Department of Environmental Protection – Air Quality
5	Scott Eplin	A	WV Department of Transportation
6	Lisa Carpenter	P	WV Public Service Commission
7	<i>Jamie Harris</i>	P	WV State Police
8	Bernard Marshall	A	Chemical Company Representative / Braskem America
9	David Hodges	A	Municipal or Volunteer Fire Department Representative
10	Donnie Haynes	P	WV Department of Health
11	Kenneth Tyree	P	WV State Fire Marshal

Other Attendees			
	Matt Blackwood	P	WV EMD – Deputy Director
	Lonnie Bryson	P	WV EMD – Chief Preparedness & Response
	Tony Domingo	P	WV EMD – Assistant Chief Preparedness & Response
	Heather Fittro	P	WV EMD – Preparedness & Response – SERC/ LEPC/ Tier II Programs
	Stephanie Rosier	P	WV EMD – Preparedness & Response - Training

WV State Emergency Response Commission (WVSERC)

1. Call to Order/Roll Call – GE McCabe, Chairman

- a. Roll Call
- b. Approval of Minutes from 4/9/2025 SERC Meeting

Motion to Approve Meeting Minutes

Motion –Lisa Carpenter

Second –Donnie Haynes

Motion Approved

2. Report Updates – GE McCabe, Chairman

a. Financial Report – GE McCabe

- i. HMEP - \$135,399.26
- ii. SERC - \$441,528.25

b. Training Report – Stephanie Rosier

- i. The EMD training section has conducted several training courses this year, with additional courses scheduled for the remainder of the 2025 calendar year. Individuals can find a full list of available training courses on the Training Calendar of the WV EMD website at emd.wv.gov

c. Tier II Update – Tony Domingo

- i. 328 Tier II issues have been received. 272 of those issues have been completed. There are 56 entries that are still outstanding and have not yet been resolved. Many of the outstanding entries are programmatic issues. As well as a few issues from previous years remain unresolved.
- ii. Multifactor Authentication – Hazconnect has implemented Multi-Factor Authentication for all users. There are currently 1,331 Active Users listed in the system. This has and will continue to cause additional work for EMD staff.
- iii. Combined Invoices – Hazconnect has been updated to allow for Combined Invoices for Facility Submit Users. A mass email will be sent to all 885 Facilities (non-oil and gas) informing them of the update.

3. Old Business- GE McCabe, Chairman

a. LEPC Baseline Requirement Review Subcommittee Update – Heather Fittro

- i. The baseline requirement review meetings have yet to be scheduled. The SERC wants to ensure that the LEPCs receive any recommendations as soon as possible. Review meetings will be virtual weekly meetings until all submissions have been reviewed. Heather will send a google poll to the commissioners. The results from the poll will determine what day of the week that the subcommittee will meet to review the 2024 submissions.

WV State Emergency Response Commission (WVSERC)

b. SERC Conference Planning Subcommittee – Tony Domingo

- i. The 2025 “Back to the Basics” SERC conference will be held in Bridgeport, WV immediately following the Emergency Management Council Conference starting the afternoon of October 1, 2025. EMD staff are working on the hotel accommodations and locating presenters.

c. Kanawha/Putnam Emergency Planning Committee (KPEPC) 2025 Response Plan Update – Tom Keeper

- i. Representative, Tom Keefer of KPEPC discussed how they are creating their Emergency Response Plan (ERP). They have created a template that they will complete for each qualifying facility. They also expressed to the commission the challenges that they have experienced while creating their ERP. Upon completion, representatives from KPEPC will present their plan to members of the SERC and the commissioners will review their progress.

4. New Business- GE McCabe, Chairman

- a. No new business to report.

5. Announcements- GE McCabe, Chairman

- a. Roy McCallister announces his retirement and takes a few moments to express his gratitude for being a part of the SERC for 26 years.
- b. Nick Kevey with WV American Water announced that they will be hosting a regional functional exercise (TTX) on November 18, 2025. He invited members of the SERC and supporting EMD Staff to attend. Mr. Kevey will send a formal invitation to those interested in attending. Heather will provide Nick with the contact information.

6. Good of the Order

7. Adjourn

Motion to Adjourn

Motion – Ken Tyree

Motion Approved

Mission

THE MISSION of the West Virginia State Emergency Response Commission (WVSERC) and Local Emergency Planning Committees (LEPCs) is to implement the Emergency Planning and Community Right to Know Act (EPCRA) and to mitigate effects of a release or spill of natural or man-made hazardous materials through developing response plans, including preparedness, notification and warning, and public protective measures.