



WV State Emergency Response Commission (WVSERC)

Meeting Minutes			
October 9, 2024			
Call to Order	10:05 am	Adjourned	11:08 am
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	C	WV Department of Agriculture
3	Nate Meadows	C	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	Jason Saurino	A	WV State Police
8	Bernard Marshall	A	Chemical Company Representative / Braskem America
9	David Hodges	P	Municipal or Volunteer Fire Department Representative
10	Donnie Haynes	P	WV Department of Health
11	Kenneth Tyree	A	WV State Fire Marshal
11a	Robbie Bailey	P	WV State Fire Marshal Designee

Other Attendees			
	David Hoge	P	WV EMD – Grants Section Chief
	Jason Rader	P	WV EMD – Grants Specialist
	Brent Burger	P	WV EMD – Preparedness & Response - Training
	Stephanie Rosier	P	WV EMD – Preparedness & Response - Training
	Heather Fittro	P	WV EMD – Preparedness & Response – SERC/ LEPC/ Tier II Programs

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

- a. Roll Call
- b. Approval of Minutes from 7/10/2024 SERC Meeting

Motion to Approve Meeting Minutes

Motion – David Hodges Second – Nate Meadows Motion Approved

2. Report Updates – GE McCabe, Chairman

a. Financial Report – David Hoge.

- i. HMEP account balance- \$55,167.44
- ii. PERG account balance- \$585,442.72
- iii. SERC account balance- \$325,397.00

b. Training Report – Brent Burger

- i. Mr. Bruger announced that beta testing is underway for a new training software application.
- ii. WVEMD has scheduled ICS 300 and ICS 400 classes for each region.
- iii. Mr. Burger announced that Hurricane Fire Department will receive PERG funds to upgrade their training facility. This upgrade will provide the Kanawha Valley and southern West Virginia with a localized option for pipeline fire training.

c. Tier II Update – Heather Fittro

- i. Email and call inquiries have started to increase in preparation for the upcoming Tier II reporting season.
- ii. Director McCabe announced that the legislation inquiry to update 55-CSR regarding the Tier II fee structure was unsuccessful.

3. Old Business- GE McCabe, Chairman

a. LEPC Baseline Requirement Review Subcommittee – Heather Fittro

- i. The subcommittee met numerous times over the past several weeks to review the EPCRA submissions. A total of 33 counties submitted a complete 2023 EPCRA Baseline Requirement Packet. The subcommittee requested guidance from the SERC on how to proceed with the review process. The subcommittee requested that the SERC set a standard as to what each LEPC is expected to submit annually. The standard practice consisted of the number of mandatory annual LEPC meetings, what contact information shall be provided for each LEPC member and how to address some LEPCs not having a hazmat component in their meeting agendas.

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Motion to make quarterly meetings the minimum requirement for LEPCs.

Motion – Donnie Haynes

Second – Robbie Bailey

Motion Approved

Motion to require a standard for contact information provided for LEPC members.

Motion – David Hodges

Second – Nate Meadows

Motion Approved

Motion for the SERC to draft an agenda with a hazmat component for LEPCs to follow at each meeting.

Motion – Jesse Adkins

Second – Lisa Carpenter

Motion Approved

b. SERC Conference Planning Subcommittee – Heather Fittro

- i. Discussion about the SERC possibly offering two smaller conferences or workshops each year rather than the 3–4-day annual conference which has previously been held in the spring. Director McCabe requests that the area liaisons reach out to their regions and pole the LEPCs. Roy McCallister requests to have those poles completed and submitted before the next SERC meeting in January of 2025.
- ii. Roy McCallister agrees to chair the SERC Conference Planning Subcommittee. Director McCabe tentatively scheduled the SERC conference for March of 2025.

4. New Business- GE McCabe, Chairman

No new business to report.

5. Announcements- GE McCabe, Chairman

No announcements

6. Good of the Order

David Hodges suggests making training more accessible in rural areas. Brent Burger responds that EMD is open to offering more training in rural areas. The issue with training thus far has been participation. Mr. Burger requested assistance in getting enough participants to fill those training slots. Mr. Hodges agrees to disseminate the training opportunity announcements via the state fire training announcement service with the goal to increase participation.

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7. Adjourn

Motion to Adjourn

Motion – Robbie Bailey

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.