

VIRGINIA:

At a recessed meeting of the Board of Supervisors of the County of Northampton, Virginia, held in the Board Room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia, on the 23rd day of July, 2012, at 4:00 p.m.

Present:

Oliver H. Bennett, Chairman

Willie C. Randall, Vice Chairman

Laurence J. Trala

Richard L. Hubbard

Larry LeMond

The meeting was called to order by the Chairman.

Closed Session

Motion was made by Mr. Randall, seconded by Mr. LeMond, that the Board enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

(A) Paragraph 1: Discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body.

*Interview School Board Candidate*

All members were present and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the Board had entered the closed session for that purpose as set out in paragraph 1 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each Board member confirmed that this was the only matter of discussion during the closed session.

3. Presentation of PRIDE Award: Ms. Marlyn Kellam

The following PRIDE award was presented to Ms. Marlyn Kellam:

**NORTHAMPTON P.R.I.D.E**  
Praising Residents in Defining Excellence

WHEREAS, the Northampton County Board of Supervisors has identified community service and public involvement as critically important components in defining excellence and in improving the vision of Northampton County; and

WHEREAS, for twelve years, Ms. Marlyn Kellam, Family Nutrition Program Assistant with the Northampton County Cooperative Extension Service, has provided dedicated service to the citizens of Northampton County (the Family Nutrition Program provides nutrition for adults and youth to help them make healthier food choices for optimal health), having received the Outstanding Performance Award presented by the State Coordinator of the Family Nutrition Program in 2010 and 2012; and

WHEREAS, Ms. Kellam taught nutrition education to youth from Northampton County 4-H and its Summer Camp, Public Schools & TECH Center, Parks & Recreation, Head Start, Migrant Summer Youth Programs, Kids Eat Free Summer Youth Camps, Boys & Girls Club and several local church youth groups; and

WHEREAS, Ms. Kellam has served on the Eastern Shore Literacy Council, Safe Kids Coalition, Northampton School Health Advisory Board, United Way of the Eastern Shore, Eastern Shore Health Communities Coalition and Head Start Health Advisory Board.

NOW, THEREFORE, BE IT RESOLVED by the Northampton County Board of Supervisors that it does commend and convey its heartfelt congratulations to Ms. Marlyn Kellam for her many contributions to the citizens of this area and for her dedication to making a difference in this rural community.

BE IT FURTHER RESOLVED, that Ms. Marlyn Kellam be afforded this small token of our appreciation and that this resolution be recorded in the minutes of the Northampton County Board of Supervisors so that future generations will recognize her outstanding abilities, leadership, love, and devotion she gave to her family, citizens and the Northampton County community.

\* \* \* \* \*

County Administrator's Report: Emergency Preparedness: Overview of Board's Role

The County Administrator introduced Ms. Hollye Carpenter, the County's Emergency Services Coordinator, who shared with the Board the following powerpoint presentation:

IN MEMORY OF DAVID CHEW  
NCEMS MEDIC  
LINE OF DUTY DEATH JULY 16, 2012



NORTHAMPTON  
COUNTY

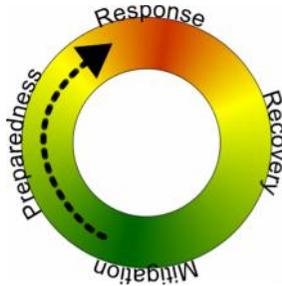
ELECTED OFFICIALS  
GUIDE TO DISASTERS

Hollye B Carpenter  
July 23, 2012

# INTRODUCTION

## MISSION STATEMENT

Northampton County  
Department of Emergency  
Management:



The Department of Emergency Management (EM) coordinates efforts to ensure the County is able to mitigate, prepare for, respond to and recover from any type of natural or man-caused disaster. The County uses an all hazards approach to emergency preparedness, which means planning efforts consider all types of natural and man-caused disasters that could occur in the County.

# INTRODUCTION

## EOP

Northampton County  
Emergency Operations Plan



December 2011

## INTRODUCTION HAZARDS

- ◉ Coastal Flooding \*\*
- ◉ Stormwater Flooding \*\*
- ◉ High Wind \*\*
- ◉ Coastal Erosion \*\*
  
- ◉ Ice/Snow
- ◉ Sewage Spills \*\*
- ◉ Drought
- ◉ Wildfire
  
- ◉ Hazmat Incidences \*\*
- ◉ Heat Wave \*\*
- ◉ Biohazards
- ◉ Well Contamination \*\*



\*\* These can all be caused by a Hurricane.

## INTRODUCTION

- ◉ Responding to disasters requires a coordinated community-wide effort.
  
- ◉ Local government has the direct responsibility for the safety of its citizens.
  
- ◉ Clear, effective, consistent communications to the citizens is necessary.

## EMERGENCY MANAGEMENT TEAM PRIMARY

Director of Emergency Management  
*Katherine Nunez*

Coordinator of Emergency Management  
*Hollye Carpenter*

Deputy Coordinator of Emergency Management  
*Sandra Benson*

## EMERGENCY MANAGEMENT TEAM EXTENDED

Sheriff's Office - Public Safety  
*David Doughty & Mike Smith*

Social Services - Sheltering  
*Richard Sterrett*

Communications  
*Mark Heneghan*

## LOCAL EMERGENCY PLANNING COMMITTEE

- ◉ A free-standing law, the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) is commonly known as SARA Title III.
- ◉ In 2003, the Northampton County's LEPC joined with Accomack County's LEPC to form the Eastern Shore Disaster Preparedness Coalition (ESDPC).
- ◉ The ESDPC is also the Citizen Corps Council (CCC) for both counties on the Eastern Shore. The Eastern Shore CCC oversees the Citizen Emergency Response Team (CERT) and Medical Reserve Corp (MRC) programs.

## VA EMERGENCY SERVICES & DISASTER LAWS

- ◉ Step 1 - Conditions indicate a local disaster is likely to occur or has already occurred.
- ◉ Step 2 - Local disaster declared by Director of EM or designee. Declaration must be ratified by Board of Supervisors within 14 days.
- ◉ Step 3 - Director of EM requests State declaration.
- ◉ Step 4 - Governor requests Presidential declaration.

## DISASTER DECLARATIONS

- ◉ A Federal Disaster Declaration is a mechanism through which potential federal disaster aid becomes available for many.
  - Public Assistance
  - Individual and Business Assistance
- ◉ Declarations are geographically specific and must include the localities name in order to received aid.
- ◉ The Governor must request a federal declaration. Typically this request is driven by the damage estimates.

## DISASTER DECLARATIONS

- ◉ Localities are required to submit damage assessment to the VA Emergency Operations Center within 72 hours.
- ◉ If damage assessments meet declaration criteria, a joint state and FEMA assessment commences.
  - Individual Assistance
    - Insurance first, no duplication of benefits
    - Housing Assistance
    - Other Needs
  - Small Business Assistance
  - Public Assistance, Emergency and Permanent Work

## MEDIA

- ◉ All communications with the media (before, during and after) are handled through the Public Information Officer in consultation with the Director of EM.
- ◉ The Chairman and members will typically be kept abreast of developing situations via email from the Director of EM.

## PREPAREDNESS

- ◉ Understanding the Terminology
- ◉ Personal
- ◉ Citizens
- ◉ Local Government

## STORM BASICS

### WATCH

Lets you know that weather conditions are favorable for a hazard to occur. It literally means **“BE ON GUARD!”** During a weather watch, gather awareness of the specific threat and prepare for action - monitor the weather to find out if severe weather conditions have deteriorated and discuss your protective action plans with your family.

### WARNING

Requires **IMMEDIATE ACTION**. This means a weather hazard is imminent - it is either occurring (a tornado has been spotted, for example) - or it is about to occur at any moment. During a weather warning, it is important to take action: grab the emergency kit you have prepared in advance and head to safety immediately. Both watches and warnings are important, but warnings are more **URGENT**.

## HURRICANE BASICS

### Hurricane Watch

wind speeds of  
74+ mph  
are expected  
within  
36 hours



### Hurricane Warning

wind speeds of  
74+ mph  
are expected  
within  
24 hours



## PERSONAL PREPAREDNESS

- ◉ Step 1: Respect Nature
- ◉ Step 2: Go or Stay
- ◉ Step 3: Prepare Your Property in Advance
- ◉ Step 4: [Compile an Emergency Supply Kit](#)
- ◉ Step 5: Rehearse Your Plan
- ◉ Step 6: Watch Weather Reports Closely
- ◉ Step 7: Take Action

## PERSONAL/FAMILY PREPAREDNESS

If you had to leave your house in three (3) minutes with everything to rebuild your life what would you take?



## “GET AWAY BAG”

Not a long-term survival kit

- ◉ Clothing
- ◉ Personal Items
- ◉ Medications
- ◉ Food & Water
- ◉ Pet food
- ◉ My Life In a Box

## “MY LIFE IN A BOX”

- ◉ Personal Information
  - ◉ Legal Information
  - ◉ Insurance Policies
  - ◉ Real Estate
  - ◉ Investments
- 
- ◉ All original documents should go in a fire proof box, safe or cabinet
  - ◉ If you have access to a copier, create a second file to put in a “Get Away Bag”
  - ◉ If technologically talented, scan your documents onto your computer, and burn them to a CD or flash drive

## CITIZEN PREPAREDNESS

- ◉ Encourage all citizens to sign up for [Northampton Alert](#).
- ◉ Direct citizens to the [Emergency Services website](#). There's lots of useful information there and it has frequent informational updates.
- ◉ Stress to citizens we do not have shelters here in Northampton County. We have "A REFUGE OF LAST RESORT", which is currently at the High School!
- ◉ Stress to visitors they need to leave the area!



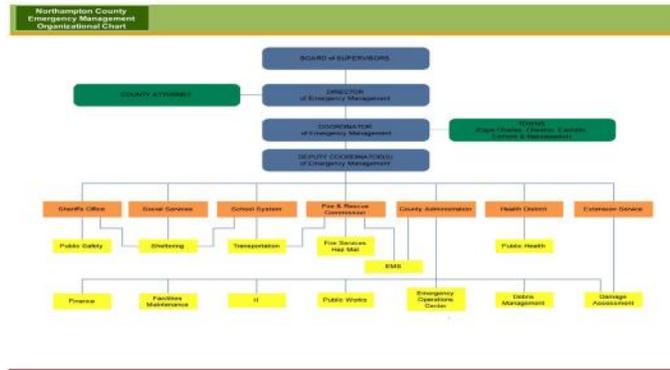
## EMERGENCY OPERATIONS PREPARATIONS

- ◉ Pre-planning conference call information will be emailed to all staff and county officials.
- ◉ Once Emergency Operations are activated all other County functions cease!
- ◉ The Emergency Management "chain of command" is activated.

# EMERGENCY OPERATIONS CHAIN OF COMMAND

Northampton County Emergency Operations Plan

## 2.6 Organization



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# EMERGENCY OPERATIONS TEAMS

- Pre-Event Team
- Event Team
- Post-Event Team
- Debris Management Team
- Facilities Management

## OTHER DUTIES AS ASSIGNED.

All Northampton County Employees, are ESSENTIAL EMPLOYEES when emergency operations are activated!

## PRE-EVENT

- ◉ Report to EOC at designated time for partial activation; typically within 12-24 hours of tropical storm force winds impact (full EOC activation).
- ◉ Ready EOC.
- ◉ Publish PSAs (Public Service Announcements).
- ◉ Handle calls into EOC for assistance.
- ◉ Make appropriate notifications of towns, campgrounds, migrant camps, etc.
- ◉ Monitor the storm and make staff adjustments as necessary.
- ◉ Secure all county owned facilities.

## EVENT TEAM

- ◉ Staff Emergency Operations Center
  - Receive and send information from/to public safety crews (police, fire and EMS).
  - Monitor “refuge” status and situation.
  - Communicate and coordinate with the state EOC and Accomack EOC regarding damages and needed resources.
- ◉ Social Services provides primary staff for our “refuge of last resort”.

## POST-EVENT

- ◉ Full Debris/Damage Assessment of County.
- ◉ Prioritize critical facilities repairs.
- ◉ Landfill shall be the first (1<sup>st</sup>) facility to reopen.

## FUTURE ISSUES

- ◉ **Sheltering**
  - Secure Building with needed amenities to accommodate at least 10% of population
  - Supplies for short and long term recovery
    - ◉ Cots
    - ◉ Food
    - ◉ Water
    - ◉ First aid, tarps, etc.
- ◉ Budget and Dedicated Staff for Emergency Management
- ◉ Memorandums of Agreement with vendors to provide needed resources after an event

## SUMMARY



As the first slide indicates, Ms. Carpenter prefaced her comments with a recognition of the loss of a full-time EMT, Mr. David Chew, Jr. Ms. Carpenter thanked the representatives of the *Eastern Shore News* and the *Eastern Shore Post* for their coverage of Mr. Chew’s funeral but noted that this tragedy was not covered by the Hampton Roads television media at all.

Following the presentation, Mr. Randall said that the Board needed an “SOP” [standard operating procedure] for strategic planning purposes as well as a budget to make emergency management a reality. Ms. Nunez said that partnering with the school system is beneficial to assisting with staffing needs during emergencies; said staffing being of issue during the Hurricane Irene emergency last year.

Motion was made by Mr. Randall, seconded by Mr. Trala, that staff be directed to write

an SOP for future plans so that we can prepare in the future for these events. All members were present and voted “yes.” The motion was unanimously passed. When questioned by the County Administrator as to which type of management services did the Board want to consider; i.e., full sheltering for all county residents and possible locations of same; no sheltering availability, etc., Mr. Randall replied that staff needs to provide the Board with recommendations as to future projects.

Action Items:

5. Consider approval of three rehabilitation construction contracts for the Culls Project as recommended by the ANPDC

Motion was made by Mr. Randall, seconded by Mr. Trala, that the three rehabilitation construction contracts for the Culls Project be approved as presented. All members were present and voted “yes.” The motion was unanimously passed.

Mr. Bennett reported to the Board on a recent Ag-Teachers conference that he attended in Suffolk and indicated that he would like other members of the Board to tour the Stihl facility located there.

At the request of Mr. Randall, the County Administrator read a letter from ARTS Enter in Cape Charles wherein they requested a contribution of \$12,500.00 for each of two years to assist with a National Endowment for the Arts grant. The Board took no action.

Closed Session

Motion was made by Mr. Hubbard, seconded by Mr. Randall, that the Board enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

(B) Paragraph 1: Discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body.

*School Board Candidate*

All members were present and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the Board had entered the closed session for that purpose as set out in paragraph 1 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each Board member confirmed that this was the only matter of discussion during the closed session.

Motion was made by Mr. Hubbard, seconded by Mr. Randall, that Paul E. Bibbins, Jr., Phd., be appointed as the District Two representative to the School Board effective July 1, 2012. All members were present and voted “yes.” The motion was unanimously passed.

Motion was made by Mr. LeMond, seconded by Mr. Hubbard, that the meeting be adjourned. All members were present and voted “yes.” The motion was unanimously passed. The meeting was adjourned.

\_\_\_\_\_CHAIRMAN

\_\_\_\_\_COUNTY ADMINISTRATION