



# West Virginia Statewide Addressing and Mapping Board

Raleigh County Emergency Services  
Beckley, WV

Friday, November 2, 2007 @ 1:00 pm

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## **Board Members Present:**

Jack Bowden, Director, Raleigh County 911

Kathy Buckley, Verizon

Hussein Elkhansa, Department of Transportation/Division of Highways

Jimmy Gianato, Chairman and Director, Division of Homeland Security and Emergency Management

Ron Kyle, Director, Monongalia County 911

Dean Meadows, Wyoming County 911

Craig Neidig, Member, U.S. Geological Survey – by phone

## **Board Members Absent:**

Jim Caruthers, Former Putnam County Commissioner

Jim Priester, Assessor, Marion County

David Tarbett, Citizen Member, Mason County

## **Counsel, Staff:**

Joe Starsick, Counsel, Goodwin & Goodwin

Leigh Cielensky, Executive Assistant and Recording Secretary

Jerry Bennett, Public Service Commission

## **Project Management Team:**

Joe Seppi, Michael Baker, Jr., Inc.

Tom Williams, Michael Baker, Jr., Inc.

Michelle Barron, Michael Baker, Jr., Inc.

Terry Hall, Michael Baker, Jr., Inc.

Andrea Griffith, Semaphore Hill Associates

## **WV GIS Technical Center:**

Absent: Kurt Donaldson

## **RTI/Marshall University:**

Absent: Dave Lawson

## **Guests**

Larry Newell, Marshall County 911

David Neal, Fayette County 911

Becky Pollastrini Fayette County 911

Kevin White, Fayette County 911

Richard Filipek, Raleigh County 911

Mike Tatum, Cabell County 911

Mike Davis, Cabell County 911

Craig Mullen, Doddridge/Ritchie Counties 911

Jim Sorgman, Kanawha County 911

JR VanOoteghem, Cabell County 911

Amanda Edwards, Wayne County 911

Tim Greenan, Ritchie/Doddridge Counties

Dannie Myers, Braxton County 911

Paul Bragg, Braxton County 911

Jim Copenhaver, Harrison County 911

Shawn Wolford, Greenbrier County 911

John Pottorff, Kanawha County 911

Richard Rose, Webster County 911

Tracie Dean, Webster County 911  
Greg A. Lay, Boone County 911  
Steve Lipscomb, Summers County 911  
Dave Flanigan, Monongalia County 911

Jason Owens, Putnam County 911  
Cathy Frye, Upshur County – Retired  
Ryan Thorn, Monongalia County 911

## **Opening**

Jimmy Gianato presided as Board Chairman and Leigh Cielensky served as recording secretary at the November 2, 2007 WVSAMB meeting held at the Raleigh County Emergency Services in Beckley, WV. Chairman Gianato called the meeting to order at 1:17 PM. Roll call was taken and a quorum was established. Chairman Gianato reviewed the agenda and the associated handouts. Handouts included the agenda, minutes from the October 4, 2007 meeting, Baker's report and Monthly County Percent Complete Report. An oral report was given by the Board's Counsel. No reports by RTI and WVUGIS Tech Center. Chairman Gianato thanked Jack Bowden and Raleigh County Emergency Services for hosting our meeting. The Board appreciates it.

## **Additional Discussion Items for Agenda (non-voting items only)**

*None*

## **Approval of Previous Minutes**

**Motion to approve the October 4, 2007 minutes.**

*Moved: Ron Kyle*  
*Second: Hussein Elkhansa*

**Motion passed unanimously.**

## **Reports of Officers**

- Jimmy reported that nothing official has been received from the Governor's Office on the Public Service Commission appointment to the Board.
- Connected Nation Agreement– need to find out what types of information they are wanting and what kind of enhancements have been done.
- Our next meeting will be held at Pipestem Resort in conjunction with the E9-1-1 Council's 2008 Telecommunicator's Conference. It will be held Monday, January 14, 2008 at 1:30pm.
- The Census Bureau has been contacting counties to get maps and information for the LUCA Program.
- We have been working on an update to the Special Report to the Legislative Auditor's Office that will be presented to the Joint Committees on Government Organization. The Legislative Auditor's Office has asked us to take out the letters to the Attorney General Office regarding the requirement of HB2525 requesting an attorney for the Board. We included in our update a report on each county's progress to date.

## **Report of Counsel**

*Joe Starsick, Board Counsel*

*None at this time.*

## **Old Business**

On interstates for

### **Replacement for PSC Board position**

See officers report.

## **New Business**

Discussion was held on shape files that include the interstates for dispatch purposes especially when it leads from one county to another and to identify where accidents are on the interstate. We would follow the standards already set by DOT with beginning and end log columns to bring in DOT's attributes. The GISTech Center would have point files. We also would need portable hard drives for RTI to transfer data and back it up.

## **Financial Report**

### ***August Financials***

Leigh presented a list of invoices for payment. Copies of the original invoices are on file with the Recording Secretary.

**Motion was made to approve invoices for payment.**

*Moved: Hussein Elkhansa*  
*Second: Ron Kyle*

**Motion passed unanimously.**

## **Report of WV GIS Technical Center**

*Kurt Donaldson, WVGISTC*

*No Report*

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## **Report from Rahall Transportation Institute/Marshall University**

*Dave Lawson*

*No report.*

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## **Report from US Postal Service**

*Gerry Smith*

Terry Hall reported for Gerry Smith. The USPS Has been unable to provide the counties at this time anymore information on zip code and towns. Jack recommended that we keep on top of this issue with the USPS. Jimmy said that he will call Gerry. We need a list of postal issues in order to set up an agenda for a meeting with Gerry and Cheryl.

## **Report from Verizon DBMC**

*Julie Miller*

*No report.*

**Report of Project Manager**

*Joe Seppi, Project Manager, Andrea Griffith, Project Management Team, Tom Williams, Project Management Team*

*Please review written report.*

Baker is now in 17% complete with its Year 6 project work. The PM has conducted 36 meetings with addressing coordinators, provided on-going training on the WVSAMS assisted with various agreements worked with vendors delivered final leave behind cards (LBC's) for entry worked with the USPS. The County Addressing Liaison staff anticipates two recommendations for payment for the final 50% in the near future. They are Jefferson and Webster Counties.

**Informational Reports**

*No reports.*

**Good of the Order/Discussion**

A FOIA request is being submitted to the State Property Tax Division for their data.

A request has been made for Joe Starsick to contact AEP for a new upload of data. The current data we have is outdated.

Congratulations to Becky Pollestrini from Fayette County on her Retirement. She has been a joy to work with and we will miss her everyday presents.

**Next Meeting**

The next regular Board meeting date and location is to be determined. An email will be sent out with the meeting information.

**Closing**

**Motion to adjourn.**

*Moved: Jack Bowden  
Second: Hussein Elkhansa*

**Meeting adjourned at 2:15 PM.**

**Minutes submitted by:**

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*Leigh A. Cielensky, Executive Assistant*          /    /      
*Date*

**Minutes Approved by:**

**West Virginia Statewide Addressing and Mapping Board**

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*James J. Gianato, Chairman*          /    /      
*Date*