



# West Virginia Statewide Addressing and Mapping Board

Verizon Headquarters – Charleston Room

Charleston, WV

Thursday, December 4, 2008 @ 1:00 PM

Meeting Minutes

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**DRAFT**

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**Board Members Present:**

Jack Bowden, Member, Director, Raleigh County 911

Kathy Buckley, Member, Verizon

Hussein Elkhansa, Member, DOT

Jimmy Gianato, Chairman & Director, DMAPS/DHSEM

Dean Meadows, Member, Wyoming County 91

Jim Priester, Member, Assessor, Marion County

**Absent:**

Mike Albert, Member, Chairman, Public Service Commission

Fran King, Member, Clay County Commission

David Tarbett, Citizen Member, Mason County

Craig Neidig, Emeritus Member, USGS – non-voting

**Quorum: YES**

**Counsel, Staff:**

Joe Starsick, Counsel, Goodwin & Goodwin

Leigh Cielensky, Executive Assistant and Recording Secretary

Jerry Bennett, Public Service Commission

**Project Management Team:**

Jennings Starcher, Manager, DMAPS/DHSEM

Maria Semintal, DMAPS/DHSEM

Dave Philips, DMAPS/DHSEM

**WVU GIS Tech Center:**

None present

**RTI:**

None present

**Guests**

List of guests on file with Recording Secretary.

**Opening**

Jimmy Gianato presided over the meeting and Leigh Cielensky served as recording secretary at the Thursday, November 6, 2008. The WVSAMB meeting held at the Verizon Headquarters in Charleston, WV. Chairman Gianato called the meeting to order at 1:10PM. Roll call was taken and it was established that we had a quorum. Associated handouts included agenda, November 6, 2008 minutes, November financial report, invoices for payment, the PM Report.

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

None at this time.

## **Approval of Previous Minutes**

**Motion to accept the minutes of November 6, 2008 as submitted.**

*Moved:* Hussein Elkhansa  
*Second:* Dean Meadows

**Motion passed unanimously.**

## **Report of Officers**

**Jimmy Gianato, Chairman, Jim Priester, Treasurer, Dave Tarbett, Secretary**

Jim reported that Upshur County had indeed hired a firm to help with the mapping and addressing of their County. They awarded the contract to LandMark.

## **Report of Counsel**

***Joe Starsick, Board Counsel***

Joe spoke about the Baker contract. The group (Craig, Jimmy, Joe, Hussein and Mike) went through all the tasks involved through the years of the contract. The group will need to get back together for the final review. The Board should not authorize the final retention payment until that time. Unfortunately because of schedules the group has not gotten back together yet. The document “***Roles and Responsibilities with WVSAMS***”. Joe recommends that the board approve this document.

**Motion approve the report of Counsel.**

*Moved:* Jim Priester  
*Second:* Dean Meadows

**Motion passed unanimously.**

**Motion to amend the above motion to accept the addition of the document “*Roles and Responsibilities with WVSAMS*”.**

*Moved:* Dean Meadows  
*Second:* Jack Bowden

**Motion passed unanimously.**

## **Old Business**

Logan County Letter – Discussion was made to regarding Logan County outline the law and statute regarding addressing for the counties and to send a letter to Marilyn Crosby.

Motion to send a letter to Marilyn Crosby outline the statute and the state law as it pertains to addressing in the counties.

*Moved: Jack Bowden*  
*Second: Dean Meadows*

**Motion passed unanimously.**

### **New Business**

None at this time.

### **Report of Project Manager**

*Jennings Starcher, Project Manager*

Report of PM is on file with the Recording Secretary.

**Motion was made to approve the Report of the PM.**

*Moved: Dean Meadows*  
*Second: Jack Bowden*

**Motion passed unanimously.**

### **Financial Report**

*November 2008 Financials*

The financial report for November was given by Leigh. Included in the report were the total disbursements to counties to date. Leigh also presented invoices for payment. 3 Payments for approval.

**Motion was made to pay the 3 invoices as presented for payment and the Oracle payments once they have been corrected.**

*Moved: Dean Meadows*  
*Second: Jim Priester*

**Motion passed unanimously.**

### **Good of the Order**

Jackie Ferrell of Chapmanville, WV spoke to the Board again of his concerns regarding the addressing in Chapmanville in Logan County.

### **Next Meeting**

The next regular Board meeting date is Friday, January 9, 2009 at the Wood County E9-1-1 Center (Central Telecommunications Center) in Parkersburg, WV at 1:00pm.

Motion to Adjourn.

*Moved: Dean Meadows*  
*Second: Jack Bowden*

**Meeting adjourned at 2:37pm.**

**Minutes submitted by:**

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*Leigh A. Cielensky, Executive Assistant*

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*Date*

**Minutes Approved by:**

**West Virginia Statewide Addressing and Mapping Board**

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*James J. Gianato, Chairman*

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*Date*