



King William County – Town of West Point
Local Emergency Planning Committee



MEETING AGENDA

APRIL 1, 2026 9:00 AM

ADMINISTRATION BUILDING – KING WILLIAM, VA

AGENDA ITEM 1. Call to Order

The Chair called the meeting to order at 9:00 AM.

AGENDA ITEM 2. Opening Comments and Welcome

AGENDA ITEM 3. Introductions

The chair asked members in attendance to introduce themselves. The members present were as follows:

- Andrew Terry, King William County (Chair)
- Spencer Cheatham, Town of West Point
- Melissa Anderson, Town of West Point
- Jonathan Dixon, Smurfit WestRock
- John Heller, Mangohick Volunteer Fire Department
- Rick Crabtree, Mangohick Volunteer Fire Department
- Jonathan Matthews, Virginia Department of Health
- Rick Waugh, King William Department of Social Services
- Thomas Edwards, NGL Energy Partners
- Laura Morse, Upper Mattaponi Tribe
- Walter Legg, American Red Cross
- Sarah Holman, American Red Cross

AGENDA ITEM 4. Presentation/Activity

a. Mini-Exercise - Andrew Terry, Assistant Emergency Manager

Participants were asked how they would respond to a generalized chemical leak in the Town of West Point. Discussions revolved around initial actions, communication with first responders, acquisition of additional resources, and communication of any protective actions with the public.

AGENDA ITEM 5. Staff and/or Special Committee Reports

a. Administrative

There were no reports.

b. Fire and EMS



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Neither Fire Department present elected to provide a report.

c. Law Enforcement, Dispatch, and Animal Control

There were no reports.

AGENDA ITEM 6. Project Reports

a. Mass Communications Update - Andrew Terry, Assistant Emergency Manager

Mr. Terry provided an update to the members present regarding the county's mass communication system. He noted that the county's contract with the current mass notification system was expiring near the end of this year, and he was looking for options for the future. Discussions occurred surrounding a severe weather incident on March 16th, 2026, in which residents spoke with Town staff about not receiving any messages regarding the severe weather. Mr. Terry confirmed the Town Staff's response that the messages did not get sent out automatically because no warnings were actually issued within the county for the weather event.

AGENDA ITEM 7. Administrative Matters

AGENDA ITEM 8. Closing Comments

Sarah Holman (American Red Cross) introduced herself to the group as a new employee of the Rappahannock Chapter, which covers King William and the Town of West Point. She spoke about their smoke alarm blitz with the Pamunkey Indian Reservation, and stated the Red Cross had attended two fires this year in the county.

AGENDA ITEM 9. Adjournment

a. Next Scheduled Meeting: Wednesday, July 1st at 9:00 AM

There being no additional comments or questions, the group adjourned at 9:21 AM.