

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD REGULAR MEETING MINUTES
April 26, 2017**

Present:

Charles P. Adams

Michael Costello

Chief Carl Deforest

Christina Fozio

Brian Guccion

Matt Hiscock

Bob Painter

Wally Sobczyk

Matt Sturgeon

Bill Hutson

Ben Nau

Visitors:

Jim Baird

Forrest Thompson

Guccion called the meeting to order at 8:30 AM EST.

Prosecutor Forrest Thompson addressed the group to introduce himself. Mr. Thompson described his office's current interactions with public safety and law enforcement as being positive. There have been some staffing additions in the criminal division. Mike Lyons has been named First Assistant of the civil division, and Dennis Paul has been added to the civil division. Mr. Thompson discussed his initiatives including giving attention to felony non-support cases and elder financial abuse cases. He also discussed some internal improvements that he is working on including improving the office's server, researching a new software management system, and improving the records retention policy. Fozio told Mr. Thompson that Mike Lyons has done a great job for EMA.

Deforest motioned to approve the minutes from March 22, 2017 as presented, seconded by Hiscock, and approved by all.

Deforest motioned to approve the monthly operating bills as Resolution 2017-008, seconded by Costello. Guccion asked Fozio the cost of the Montville building

per month and if we pay the gas and electric. Fozio said we only pay the electric. The amount shown on the resolution is a high estimate, since we didn't get the bill yet. Motion approved by all.

Guccion provided an opportunity for public comments with no members of the public presenting.

Fozio presented Resolution 2007-009, which is to increase the appropriation for the Mass Notification Fund and to increase the budget line item to pay for the new mass notification system. Hutson motioned to approve Resolution 2007-009, seconded by Deforest. Guccion asked if EMA was going to do a campaign to get people to get on board. Fozio replied that WENS will provide material and help with that. Fozio stated that Mike Lyons reviewed that contract and didn't find any issues. Fozio is going to request annual training for internal users to be included. Guccion asked if Everbridge is still functional. Fozio answered that it is functional until the end of the month. Guccion asked if there will be a gap in service. Fozio said there would because of the process. Costello asked is we could extend Everbridge for one month, to which Fozio replied we cannot. Guccion asked how long it will take to implement WENS. Fozio anticipates a few weeks. Guccion asked what would be done in an incident. Fozio said that would utilize sirens, social media, EAS, and battery backup radios. Additionally, Everbridge didn't do weather alerts. Motion approved by all.

Fozio reported the All-Hazards Team Advisory Committee has been formed and the first meeting is May 17th, 2017 at Noon.

Fozio requested for Matt Payne to attend the IAFC Hazmat Conference at a cost of \$1100. Guccion motioned to approve, seconded by Hutson, and approved by all.

Hutson motioned to approve the members of the All-Hazards Team Advisory Committee with the names of the member being listed in the meeting minutes.

By the All-Hazards Committee SOP, six fire chiefs are recommended by the county fire chiefs and approved by the Executive Board. The EMA director is designated a member. The six recommendations are Chief Painter of Medina, Chief Baird of Brunswick, Chief Rommel of Wadsworth, Chief Haas of Sharon, Chief Barrett of York/ Erhardt, and Chief Morgan of Hickley.

The motion was seconded by Costello, and approved by all with Painter abstaining.

Nau requested that that the Board approve an expense up to \$700 for the purchase of custom lettered high viability vests for use by volunteers. They will be for Communications Unit and Community Emergency Response Team. The estimated cost is based on one quoted from a known vendor, and additional quotes will be received. Hutson motioned to approve the purchase, seconded by Painter and approved by all.

Hiscock recommended that EMA distribute, before the end of the Everbridge contract, an implementation schedule so that people can address concerns and questions that come up. He also brought two questions from the Wadsworth IT departments as follows: Is there a software agent that needs to be install on every work station, and if there is, can we get it quickly? And, if they use a software agent, can it be pushed out by active directory or does it need to be manually installed?

Thompson suggested apprising Mike Lyons of the WENS contact changes for annual training.

Guccion suggested telling WENS that time is of the essence and to notify all the other communities since there could be a period of dead zone.

Hiscock said that the City of Wadsworth issues mass notification alerts for weather to match their siren activation policy time is of the essence for the City of Wadsworth.

Guccion inquired about the County's policy of issuing weather alerts and siren activation. The new WENS system will automatically relay National Weather Service Watches and Warnings.

Sobczyk requested to Board's approval for bench testing for SCBA's and confined space escape packs performed by ProAm for \$709.89. Costello motioned to approve the purchase from ProAM for \$709.89, seconded by Guccion, and approved by all.

Guccion called the meeting adjourned at 0937.