

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD REGULAR MEETING MINUTES
August 24, 2022**

Members Present

Ralph Copley
Carl Deforest
Brian Guccion
Matt Hiscock
Bill Hutson

Personnel

Conrad Sarnowski
Colleen Swedyk
Larry Walters
Marty Warchola
Christina Fozio
Ben Nau
Chuck Stiver
Matt Sturgeon

Guests

Rob Haas

Chairman Conrad Sarnowski called the meeting to order at 8:30 AM.

An opportunity for public comment was given with no one presenting.

Carl Deforest motioned to approve the minutes from the July 27, 2022, meeting as presented, seconded by Ralph Copley, and approved by all.

Carl Deforest motioned to approve the monthly bills as Resolution 2022-021, seconded by Brian Guccion, and approved by all.

Ben Nau presented a Hazardous Materials Incident Cost Recovery Policy. The policy was developed with a mix of documents from other counties, and it was reviewed by the Prosecutor's Office. Colleen Swedyk motioned to approve the policy as presented, seconded by Ralph Copley, and approved by all.

Appropriation transfers were requested to transfer from the water team training account to the fire investigation unit equipment account, and from the equipment account to the "other" account in the cost recovery fund. The water team received grant funding for dive training, so their training budget is available for an alternative use. The transfer within the Cost Recovery fund is necessary to disperse a recent cost recovery payment. Carl Deforest motioned to approve Resolution 2022-020 Appropriation Transfer, seconded by Ralph Copley, and approved by all.

Director's Report

Christina Fozio presented an updated Record Retention Schedule. It was last updated in 2018. She used guidance from Ohio EPA, Montgomery County, Ohio,

and the Ohio History Connection. We can submit this for approval at the Records Commission on September 27th. The prosecutor's office will need to review it first. Carl Deforest motioned to approve the Records Retention Schedule as presented, seconded by Ralph Copley, and approved by all.

The State Emergency Response Commission approved our exercise with the Nexus Pipeline. Nexus expressed that they would begin sending a representative to our LEPC meetings as well.

EMA had a rescue task force meeting that included other Medina County public safety agencies. We talked about what a rescue task force collaboration might look like. It will help direct future training and exercises. The fire chief's and police chief's associations will hold a joint meeting to further this.

Ben Nau has been working with Cybersecurity & Infrastructure Security Agency to coordinate a communications exercise to be held in January or February. The planning team has been assembled. The scenario will likely involve a communication disruption caused by a tornado.

Christina reported that there are two grants presently open for application: the Flood Mitigation Grant and the State Homeland Security Grant. The State Homeland Security Grant will no longer be administered regionally.

Ben is presently working on the Hazmat Plan update.

Christina passed around the most current All-Hazards Station floor plan designs, which are nearing finalization. We would like to save floor space by locating the HVAC equipment in a mezzanine or suspended from the ceiling. WMF needs to visit and assess the location for the HVAC equipment.

Carl Deforest motioned to adjourn the meeting at 8:52 AM, seconded by Ralph Copley, and approved by all.

