

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY  
EXECUTIVE BOARD  
NOVEMBER 28, 2012**

Members Present:	John Gotheridge	Jeff Harraman	Dennis Miller
	Adam Friedrick	Conrad Sarnowski	Chief Bob Painter
	Chief Carl DeForest	Christina Fozio	Martha Catherwood
	Brian Guccion	Shandra DeVoe	Matt Hiscock

The meeting started at 8:30am.

A motion to approve the October 24, 2012 meeting minutes was made by Chief DeForest, seconded by Brian Guccion and approved by the remaining members. Matt Hiscock abstained.

A motion to approve RESOLUTION 2012-026 – EMA/TRT monthly operating bills – was made by Chief DeForest, seconded by Matt Hiscock and approved by all members.

A motion to approve RESOLUTION 2012-023 – Medina County EMA FY2013 Budget – was made by John Gotheridge, seconded by Chief Painter and approved by all members.

The board suggests the EMA review the specifics of its vehicle insurance to make sure insurance includes covering all of the contents in each vehicle and trailer. Review of this inventory and its cost will ensure all current equipment and its contents would be covered for replacement value.

Martha Catherwood began the discussion that the agency should consider an alternate allocation formula in lieu of the Local Government Fund percentages for FY2014 budget. A different funding mechanism may allow for an increase to support agency operations and an equipment replacement fund line item. Guccion also suggested giving more detail relative the vehicle replacement data. The board discussed other options for vehicle replacement formulas and funding methods. The board also discussed creating an educational presentation on the importance of EMA and what the agency does for Medina County to emphasize agency accomplishments throughout each year.

Christina discussed the notes portion of the budget that was provided to each member and explained the importance of having funding support for use of the Montville service garage (60X80 building) to store county response equipment listed on the replacement value attachment to the budget. The Commissioners charged the agency \$10,891.00 for FY2012 for county services and building maintenance which in reality reduces the county financial support to the agency to \$41,889.00 yearly. The agency also pays the Sanitary Engineer \$4,000 annually to house the county mobile command vehicle. Christina would like to be able to retain those dollars to be placed in a support line item to house all the county response assets and support the use of the Montville Service garage when it becomes available. Hiscock asked about long term use agreements and Christina said that she has already spoke to the trustees regarding an MOU for long term use; the Montville Trustees are not seeking to make money on the facility but have the building

expenses covered and a use of 10 years was discussed in the past. The facility includes office space for housing documents, having meetings/trainings, and the capability of performing minor maintenance such as washing vehicles before public relations events, lockers, a shower and secured chained outside area for additional storage.

Hiscock asked about the 7925 Unencumbered Cash Balance for FY2012 and the Estimated Unencumbered for FY2013 being greatly reduced. Christina explained the FY2012 amount is due to the transfer of planning dollars from a grant of approximately \$40,000.00 and that the typical cash balance is somewhere in the \$20,000 range.

Jeff, EMA, and Jessica from the Health Department have put together Volunteer Reception Center training on November 28, 2012 in the Medina County EMA EOC from 7-9 pm. This will be the first training of this kind for members of the CERT and MRC teams. There will be several more throughout 2013 to train and acquire more volunteers.

Christina has been trying to develop a relationship with one of the print media outlets in the county for a monthly/quarterly column. There is a possibility this will happen with the Trading Post for the purposes of publishing small articles on EMA topics and to get the word out regarding public education and outreach.

The next Executive Board meeting has been move to December 19, 2012 due to the holidays.

A motion to adjourn was made by Chief DeForest, seconded by Chief Painter and approved by all members at 9:31am.