

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY  
EXECUTIVE BOARD  
February 26, 2014**

Members Present:    Brian Guccion                      Chief Painter                      Ralph Copley  
                                 Christina Fozio                      Shandra DeVoe                      Matt Hiscock  
                                 Martha Catherwood                      Chief Baird                      Conrad Sarnowski

The meeting started at 8:28am.

A motion to approve the January 22, 2014 meeting minutes was made by Chief Painter, seconded by Ralph Copley and approved by the remaining members. Conrad Sarnowski abstained.

A motion to approve RESOLUTION 2014-004 – Cash transfers from grant funds to the EMA fund in order to reuse those fund numbers with new grants – was made by Brian Guccion, seconded by Ralph Copley and approved by all members.

A motion to approve RESOLUTION 2014-005 – EMA/TRT monthly operating bills – was made by Ralph Copley, seconded by Jim Baird and approved by all members.

- The bills include emergency repairs to Mobile Command (\$500) and HazMat Truck 358-2 (\$350.90). HazMat Truck 358-2 repairs were due to the vehicle sitting out in the inclement weather.

A motion to approve the Medina County TRT purchasing commercial bed liner for inside the structural collapse trailer from Delam Solutions, LLC at a cost of \$2,150.00 was made by Martha Catherwood, seconded by Ralph Copley and approved by all members.

The EMA must move forward with spending the remainder of the FY2011 SHSP grant money as the deadline is quickly approaching. EMA had been holding the money for Valley City and Seville Gap in communication coverage. It was reported from the Sheriff office that the issues have been corrected however VASU has yet to provide an equipment plan to the county for correcting other issues that the grant could have potentially supported; with the time constraint of the grant we can no longer support those projects with this particular grant. The EMA would like to use the remainder of the funds to upgrade the EOC as it has been 10 years since the last small upgrades. EMA plans on purchasing tables, chairs, white boards, maps, a plotter, carpet, and paint with installation being completed by Medina County Maintenance.

A motion to approve EMA upgrading the EOC with the remainder of the FY2011 SHSP and EMPG grant funds was made by Ralph Copley, seconded by Brian Guccion and approved by the remaining members with the following stipulations:

- Christina must acquire (2) more quotes for carpet and discuss sharing cost with Sheriff Miller. **UPDATE:** The Sheriff will pay for the carpet in the kitchen area in exchange for our old EOC tables and chairs.
- EMA will set up a cost table for printing/distributing maps for other departments if a new plotter is purchased for the EOC.
- EMA will look into putting old items on gov.deals.

Christina, with assistance from Martha Catherwood, will be sending out letters and a matrix to find out whom, within the County, is compliant with NIMS. All County departments, first responders, and jurisdictions must meet minimum requirements in order to receive grant money and for the County itself to continue to receive federal assistance. Christina has sent out letters to the County departments and will be sending out the rest of the information by the end of next week. All compliance courses shall be completed by the end of June 2014. (Letter handed out in meeting)

A motion to approve the Executive Board going into executive session at 9:25 am to discuss personnel matters was made by Brian Guccion, seconded by Chief Painter and approved by the remaining members by a roll call.

A motion approving the Executive Board to come out of executive session at 9:48 am was made by Brian Guccion, seconded by Chief Baird and approved by the remaining members.

A motion to approve Wally Sobczyk as the new Technical Rescue Liaison as approved by the Fire Chiefs TRT Committee was made by Ralph Copley, seconded by Brian Guccion and approved by the remaining members.

A motion to approve Christina filling the full-time Emergency Management Specialist 1 position and begin advertising was made by Chief Baird, seconded by Conrad Sarnowski and approved by the remaining members.

**Notes:**

HazMat Truck 358-3 will be going to County Auction.

John Hadam has offered to house (2) or more of the All Hazards Team trailers at a monthly cost of \$500.00 (\$6,000.00/yr) to include utilities in his 30' X 60' building located on SR 18 in Granger.

The Executive Board was adjourned at 9:53 am.