

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

Members Present: Brian Guccion Chief Bob Painter Conrad Sarnowski
 Christina Fozio Shandra DeVoe Matt Hiscock
 Martha Catherwood Steve Hambley

The meeting started at 8:30am.

A motion to approve the February 26, 2014 meeting minutes was made by Martha Catherwood, seconded by Chief Painter and approved by the remaining members.

A motion to approve RESOLUTION 2014-006 – EMA/TRT monthly operating bills as amended – was made by Commissioner Hambley, seconded by Chief Painter and approved by all members.

- The bills include an emergency purchase for HazMat absorbent pads and booms and for oil dry due to an oil spill incident in Litchfield on March 19th that expended all absorbent supplies (\$800).
- The bills were amended to include TRT employee Wally Sobczyk's mileage reimbursement of \$61.28 from fund 7927 as he is using his personal vehicle to travel around the County completing repairs/maintenance on our All Hazards equipment.
- In addition, in a situation that the team does use all absorbent material, CHEMTREC is capable of filling an emergency request.

A motion to approve EMA employees, Fozio and DeVoe, receiving the county approved Cost of Living increase of 2.5% retroactive to January 1, 2014 was made by Brian Guccion, seconded by Martha Catherwood and approved by the remaining members.

A motion to approve Christina applying for the SHSP 2014 grant was made by Steve Hambley, seconded by Chief Painter and approved by the remaining members.

- EMA's primary application will be to replace HazMat Truck 358-3. The new truck will be similar to the TRT structural collapse trailer, crew cab, 4WD, and a cost of approximately \$40,000.00.

A motion to approve EMA spending \$1,500.00 on an 2014 Emergency Management Outreach Campaign was made by Chief Painter, seconded by Matt Hiscock and approved by the remaining members.

- The campaign will focus on outreach materials related to the Everbridge system to include a reusable bag filled with Everbridge, FEMA, and other related emergency preparedness material. We would like to order 1000 bags at a cost of \$1.48 per for a total of \$1,480.00 and 1000 Everbridge magnets will cost .39 per for a total of \$390.00 (setup is free). The idea is to give out one bag per household and for all printed material be available on a CD for all jurisdictions to customize.

A motion to approve EMA moving forward with the installation of new carpet in the EMA offices and EOC at a cost of no more than \$4,400.00 using EMPG as a 50/50 reimbursement match was made by Brian Guccion, seconded by Martha Catherwood and approved by the remaining members.

- FEMA Region V approved EMA's EHP for us to install the carpet using the grant money.
- The carpet will be purchased from a GSA contract company at a total cost of \$8,257.85.
- EMPG will pay for half at a cost of \$4,128.93.
- The Commissioners may pay for the installation at a cost of \$1,055.00. Christina is meeting with Chris Jakab this Thursday, March 27th to discuss this option.
- The inmates will be utilized for part of the work saving \$1,260.00.
- The total cost for EMA may be \$1,813.93.
- The Sheriff's Department is paying 100 % for the linoleum in the commissary area.

A motion to approve the bench testing of the All Hazards Team SCBA's at a cost of \$657.25 was made by Brian Guccion, seconded by Steve Hambley and approved by the remaining members.

- The total will be broken down by discipline as Hazmat will pay \$432.62 and TRT will pay \$224.63. There may be extra cost for parts as noted in the quote.

The HazMat Team was called out to Litchfield on March 19th to assist with an oil spill from a well. The pipe was corroded due to the weather and broke off. The call lasted approximately 6 hours with HazMat exhausting all absorbent resources. Other agencies on scene included Litchfield FD, EMA Mobile Command, OEPA, USEPA, Chatham and Spencer FD, Lorain County HazMat and Wellington FD, the spiller Harley Drilling, among others. The oil was mostly contained within farmland with the biggest issue being the heavy rain. The cleanup was left to the EPA and Harley Drilling and Wally is currently working on the cost recovery paperwork.

Everbridge issues:

- Wadsworth sent out a snow parking ban page at 0230 on March 26th causing a flood of phone calls to EMA, Medina and Wadsworth from angry citizens asking to opt out of the system. Matt was not aware until told at this meeting.
- The MC Health Dept is asking Jessica Miles to "sell" the Everbridge system to the Medina County Board of Health at their next meeting in May. EMA has contacted Patrick Stuver from Everbridge to assist Jessica. EMA will also attend to help.

Upcoming Training and Exercises:

- ICS 300/400 courses in conjunction with Wayne County with classes being held at Seville FD. Check EMA website for dates. Breakfast and lunch will be provided.
- Medina County ESC bus driver in-service training with scenario planning by EMA and Medina County SWAT. June 3, 2014 at the Medina County Fairgrounds.
- Full Scale exercise with AT&T at their underground facility on the corner of Weymouth and Fenn Rds. September 25, 2014
- 2nd Annual Emergency Services Conference – June 13th & 14th at Medina High School

The Executive Board was adjourned at 9:35 am.