

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY  
EXECUTIVE BOARD  
JUNE 26, 2013**

Members Present: Dennis Miller                      Adam Friedrich                      Matt Hiscock  
                         Conrad Sarnowski                      Brian Guccion                      Chief Carl DeForest  
                         Christina Fozio                      Shandra DeVoe                      Ralph Copley  
                         John Gotheridge                      Martha Catherwood

The meeting started at 8:30am.

A motion to approve the May 22, 2013 meeting minutes was made by Chief DeForest, seconded by Brian Guccion and approved by the remaining members.

A motion to approve RESOLUTION 2013-010 – Designation of Applicant’s Agent – was made by Commissioner Friedrich, seconded by Brian Guccion and approved by all members.

- This authorizes the Medina Co. EMA Director to execute on behalf of Medina County in relation to obtaining Federal financial assistance under the Disaster Relief Act.

A motion to approve RESOLUTION 2013-011 – Authorizing the affiliation of Bruce Bigley to the Medina County EMA – was made by Chief DeForest, seconded by John Gotheridge and approved by all members.

A motion to approve RESOLUTION 2013-012 – Budget Modification/Appropriations Increase – was made by Ralph Copley, seconded by Commissioner Friedrich and approved by all members.

- This will increase the line item in the Technical Rescue fund in order to make the second of five payments on the TRT truck Ford F-550. This does not increase the fund just the line item within the fund.

A motion to approve RESOLUTION 2013-013 – EMA/TRT monthly operating bills – was made by Chief DeForest, seconded by Brian Guccion and approved by all members.

Medina County’s Saving Minutes software program is now functional with a press release to go out later this week with information on how to sign up. Our intern, Heather Campbell has taken over this project to get it up and running and to send out the notices to the appropriate agencies and local citizens. A few of the county partners include the County Home, Office of Older Adults, and Alternative Paths. This program will benefit the individuals with special needs within the County in that they will be able to use this system to make first responders aware of their location and any special equipment or disabilities. First Responders will be able to reach these individuals with a more timely response and with the proper life saving equipment.

We continue with the process of updating the Everbridge system to the new platform as Everbridge has yet to integrate the citizen sign up information. As soon as that is accomplished we can move forward. All previous Administrators should now have access to the Client Portal and the new Mass Notification platform. Christina spoke to the Wayne County Trustees last week about the Everbridge system to include function and cost.

The Emergency Services Conference held on June 14<sup>th</sup> and 15<sup>th</sup> at Medina High School was a success in its first year. There were a total of 107 registrants that participated in Fire and EMS courses for first responders and educational lectures geared towards public officials. There were 25 vendors that set up

displays and demonstrations and offered items for sale. With the success of this year's conference, planning for next year's has already begun.

EMA would like to remind all members of next month's county specific IEMC course, July 9-12. We still have spots open. Martha suggested inviting the Metro Park Rangers as Hinckley collaborates with them in many situations and emergencies.

A motion for The Medina County EMA Executive Board to enter into Executive Session at 8:50am was made by Chief DeForest, seconded by Brian Guccion and approved by all members.

A motion for The Medina County EMA Executive Board to end Executive Session at 9:08am was made by Martha Catherwood, seconded by Chief DeForest and approved by all members.

Mobile Command spent June 22<sup>nd</sup> at Westfield Fire's Open House and it will spend June 28-30 in Brunswick for their Summer Celebration as the ICP for Brunswick PD.

Our interns, Heather Campbell and Ben Nau, are working on several projects to include Saving Minutes, updating the All Hazards incident command clip boards and member roster, critical facility list for First Energy, and the FD personnel and equipment updates.

Brian Guccion voiced concern over who will be installing the racking and shelving in the new structural collapse trailer. He stated it should be installed by professionals for safety reasons as another trailer we have become a safety concern due to the interior design.

A motion to adjourn the meeting at 9:15 am was made by Commissioner Friedrich, seconded by Brian Guccion and approved by all members.