

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY  
EXECUTIVE BOARD REGULAR MEETING MINUTES  
May 25, 2022**

Members Present

Ralph Copley  
Carl Deforest  
Matt Hiscock  
Brian Guccion  
Scott Miller

Personnel

Christina Fozio  
Ben Nau  
Matt Sturgeon  
Chuck Stiver

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

Carl Deforest motioned to approve the meeting minutes from the April 25, 2022, as presented; seconded by Ralph Copley; and approved with Brian Guccion abstaining.

Matt Hiscock motioned to approve the bills as Resolution 2022-010; seconded by Carl Deforest; and approved by all.

Chuck Stiver presented Resolution 2022-011. The increase will add \$3,400, carried over from the 2021 hazmat equipment budget, plus \$1000 donated by the Chippewa Lake Lion Club to the hazmat equipment budget. Ralph Copley motioned to approved Resolution 2022-011; seconded by Brian Guccion; and approved by all.

Chuck Stiver presented an AHAC Recommendation to the EMA Executive Board dated May 12<sup>th</sup>, 2022, for three hazmat suits. This purchase is a substitution for three hazmat suits ordered in 2021, and unfulfilled due to unavailability. The 2021 encumbrance for the suits was canceled and will be added to our 2022 budget. Brian Guccion motioned to approve the purchase as presented; seconded by Ralph Copley; and approved by all.

Chuck Stiver reported that he recently cleaned and organized the space in Montville and is working with Bob Bures to establish reporting protocols for Fire Investigation Unit because of their unique needs. The hazmat team is completing equipment maintenance checks. Chief Glauner from Brunswick FD has personnel available to complete training for the structural collapse and trench rescue teams. Larry Walters is presently conducting a Rope 1 class. Chuck said that the water

team is going well. There was one resignation and may be a second by the end of the day due to member leaving their host departments. The water team is conducting a training exercise on Chippewa Lake. The goal is to locate a sunken boat.

Christina reported that the Hillier Foundation donated \$100,000 to establish our dive capabilities and thanked Chief Haas for submitting the application. Chief Haas applied for \$40,000.00. The foundation was generous enough to award \$100,000.00.

Scott Miller is in the process negotiating the architecture contract with WMF. The options are a flat rate of \$45,310, an hourly rate not to exceed \$40,000, or to find a different architect. The flat rate of \$45,310 divides to 29 days of full work, which Scott believes is too much and includes a possible additional \$500.00 of miscellaneous expenses. He recommends the hourly rate not to exceed a total of \$40,000. Carl Deforest motioned to accept the hourly rate not to exceed a total of \$40,000; seconded by Larry Walters; and approved by all.

Brian Guccion asked if we could include the paving portion of this project with another county paving bid to bring the cost down. Scott will check with Dan Becker to see if there are any projects that might work.

Christina reported that Ben and Matt have been distributing PPE to cut down on our surplus over the last number of weeks. Most of our community stakeholders have picked up items. Some of our stored PPE has an expiration date and it would be nice to clear out some space.

Matt is working with CERT team for Volunteer Reception Center exercise on June 4<sup>th</sup>. This will also serve as a Child Abduction Response Team training since volunteer management is a requirement for an accredited CART.

The Medina County Fire Chiefs Association has a sub-committee working to complete their review of the Mass Fatality/ Mass Casualty so we can finalize that plan.

Ben is working on a cost recovery for a gasoline spill in the City of Wadsworth. It's estimated that approximately 1000 gallons was spilled. He is also finalizing the Tactical Interoperability Communications Plan; however, the Fire Chiefs and the Police Chiefs will also be reviewing this for usefulness and may be considering different communications planning document.



MCEMA is presently engaged with the Fair Board Security Committee for fair security planning. Fair week is August 1-7, 2022.

MCEMA submitted a special exercise request to the State Emergency Response Commission (SERC is the state agency who concurs or denies a county passing the annual LEPC exercise requirement). The documentation submitted is requesting that SERC allow pipelines to be considered as a fixed facility in Medina County for LEPC exercise requirements. One portion of the documentation presented to SERC was Nexus/Enbridge acknowledging the county is making the SERC request and being ok with participating in an exercise.

Chuck Stiver, as a Fair Board Member, thanked the Executive Board for MCEMA's participation on the Fair Board Security Committee and expressed his appreciation for all of the effort that goes into the annual event planning.

Carl Deforest motioned to adjourn the meeting at 9:17 AM; seconded by Ralph Copley; and approved by all.