

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD MEETING
October 26, 2016**

Present: Conrad Sarnowski
Carl Deforest
Ralph Copley
Brian Guccion
Adam Friedrich
Christina Fozio

Bob Painter
Michael Costello
Tim Smith
Matt Hiscock
Wally Sobczyk
Ben Nau
Matt Sturgeon

Guests:
Anthony Strazzo
Rob Haas
Buck Adams

Conrad Sarnowski called the meeting to order at 8:32 AM.

Deforest made a motion to approve the minutes from the September 28th, 2016 meeting, seconded by Painter, and approved by all.

Deforest made a motion to approve the monthly operating bills for October, 2016 as RESOLUTION 2016-019, seconded by Guccion, and approved by all.

Copley motioned to approve a fund transfer of \$5000 from 0250-1202-0580 to 0250-1202-0230 to repair a damaged hazmat trailer as RESOLUTION 2016-018, seconded by Guccion, and approved by all.

Christina shared the 2017 budget. She proposed an increase of \$3000 split among the local cost allocations for increased cost of conducting business. The cost allocations have not been increased since 2013.

Copley motioned to approve the \$3000 increase in cost allocations, seconded by Guccion, approved by all.

Christina stated that the presented budget contained notes to describe the changes from the previous budget. This year allocations for line items that have had an excess in the past were reduced. Additionally, the budget included a list of accomplishments from the previous year. The FY2017 budget has a new fund for the Montville Service Garage, and it is written without the intent of renewing our current contract with Everbridge to move to a less expensive and IPAWS capable system. There is a new All-Hazards Capital fund to save money for large All-Hazards Team expenses. Payroll has not changed in the new budget. Ralph Copley found an erroneous duplication of an \$1800 item in the presented draft that will be removed from the final. A tentative full scale exercise that will be paid for with LEPC and HMEP money and several hazmat team trainings that will be grant funded were included in the draft. Christina budgeted for the development of a Medina County specific public education publication. Additional larger purchases include hazmat physicals, and emergency operations center televisions and



podium pc. This year's budget includes PPE for the water team; they trained last year, and they are researching acquiring an existing boat in the county.

Ralph Copley motioned to approve the budget as RESOLUTION 2017-001, seconded by Guccion, and approved by all.

Ben Nau apprised the Board on Winlink. Winlink is a technology that allows us to send emails via high frequency radio band. We now have this as a redundant capability to send and receive email in the event of an internet outage.

Mike Lyons presented a draft SOP with the purpose of formalizing the process of the county fire chiefs to make TROT recommendations to the EMA Board. This entails the formation of a technical advisory committee, made up of all the fire chiefs in the county to include Towns & County and Rittman, and appointed by the Board. They make TROT recommendations to the Board instead of the Fire Chiefs' Association, which has no formal structure. Ralph supported the idea of allowing this committee to form their own rules, but require that they have rules. The committee will follow public record laws. A simple majority will be required for expenses over \$1000, and a quorum will be a simple majority. Non-present members cannot vote; therefore, they cannot be counted for or against a motion.

Copley made a motion to adjourn the meeting at 9:33 AM, seconded by Guccion, and approved by all.