

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD REGULAR MEETING MINUTES
September 25th, 2019**

Members Present:

Buck Adams Bob Painter
Carl Deforest Conrad Sarnowski
Brian Guccion Colleen Swedyk
Matt Hiscock

Personnel:

Christina Fozio
Wally Sobczyk
Matt Sturgeon

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

An opportunity for public comment was provided with no one showing.

Mr. Deforest motioned to approve the minutes from the August 28, 2019 meeting; as seconded by Mr. Adams, and approved with Mr. Hiscock and Mr. Painter abstaining.

Mr. Guccion motioned to approve the bills as Resolution 2019-014; as seconded by Mr. Deforest, and approved.

Mr. Sturgeon presented Resolution 2019-015, which is a budget transfer of \$2000.00 from the Contract Services line item to the Other Expenses line item of the EMA fund. Mr. Sturgeon also presented Resolution 2019-013, which is a Budget Appropriation increasing the appropriation of the Other Expenses line item of the Montville Garage Expenses fund. Mr. Guccion motioned to approve Resolution 2019-15 and 2019-13; as seconded by Mr. Sarnowski, and approved.

Mr. Sturgeon addressed the board about the volunteer handbook and volunteer application. Final drafts were distributed. CORSA reviewed both documents, and suggested minor revisions including omitting the name title box on the volunteer application and some terminology changes in the volunteer handbook. Drafts with CORSA's editing marks were emailed to the board members previously. The documents were reviewed by the Medina County Prosecutor's Office prior to CORSA's review. Mr. Sturgeon asked for the Board's approval to adopt the documents. Mr. Guccion motioned to approve the volunteer handbook and the volunteer application; as seconded by Mrs. Swedyk, and approved.



Director Fozio informed the Board that all the EMA volunteers have also been added to the Oswald database, which includes monitoring of training records.

Mr. Sobczyk presented four Recommendations to the Executive Board for All-Hazards Purchases:

The first recommendation is for rope rescue equipment for \$6,427.76 from WB Borne and Associates. Mr. Deforest motioned to approve the purchase from WB Borne and Associates for \$6,427.76; as seconded by Mr. Painter; and approved.

The second recommendation is for structural collapse equipment for \$472.60 including a rebar cutter, voltage testers, and GPS upgrades. Mr. Deforest motioned to approve the purchase of the structural collapse equipment for \$472.60; as seconded by Mr. Guccion, and approved.

The third recommendation is for swift water personal protective equipment for \$1,224.71. This will be to outfit a new team member with equipment that fits him. Mr. Deforest motioned to approve the swift water purchase for \$1,224.71; as seconded by Mr. Adams, and approved.

The fourth recommendation is for swift water training for two team members for \$1,000 total. Mr. Guccion motioned to approve the swift water training purchase; as seconded by Mr. Deforest, and approved.

Mr. Guccion asked Mr. Sobczyk if any progress has been made with the law enforcement officers who volunteered to join the swift water team. Mr. Sobczyk advised that Rob Haas is handling those volunteers. Director Fozio said that the AHAC is presently working to determine the appropriate costs of adding the law enforcement members. The cost to purchase equipment for a swift water team member is about \$2,200. The amount that the law enforcement agencies should contribute as well as the possibility of requiring an agreement to reimburse the team for expenses if the participation commitment is not fulfilled are being explored.

Director Fozio requested to Mr. Hiscock a time to meet and discuss All-Hazards Cost Allocation models. They agreed to arrange a meeting.

Director Fozio requested the Board's approval to purchase service from Active 911 for the All-Hazards team. The Sheriff's Office is presently using the service to alert SWAT and CART team members. The service alerts individuals by cell phone and allows team member to indicate their response status. The service also has mapping and chat features. The cost is \$12.50 per phone, per year. Director Fozio asked for approval of \$750 per year for the service to allow for some growth. Mr. Deforest motioned to approved spending up to \$750 for Active 911 for \$12.50 per phone; as seconded by Mr. Guccion, and approved.

Mr. Deforest motioned to adjourn the meeting at 8:57 AM; as seconded by Mr. Adams, and approved.