

MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY & HOMELAND SECURITY
EXECUTIVE COMMITTEE REGULAR MEETING MINUTES
September 27, 2023

Chairman Carl Deforest called the meeting to order at 8:30 AM.

Roll Call: Brian Guccion- present, Matt Hiscock- present, Carl Deforest- present, Kevin Ross- absent, Aaron Harrison- present, Colleen Swedyk- present, Larry Walters- absent, Marty Warchola- present.

An opportunity for public comments was given and there were none.

Minutes: Commissioner Harrison asked for clarification from his reading of the minutes if the commissioners need to put forth a representative for the Advisory Group meeting. Mr. Lyons confirmed that they do. Mr. Hiscock motioned to approve the minutes from the August 23, 2023, meeting, seconded by Commissioner Harrison, and approved by all.

Ben Nau presented a Resolution of the All-Hazards Advisory Committee to Recommend Purchases to the EMA Executive Board for a refurbished Panasonic Toughbook from Amazon for \$1099.99 for the water team. Mr. Hiscock motioned to approve the purchase for \$1099.99, seconded by Mr. Hiscock, and approved by all.

Matt Sturgeon presented Resolution 2023-21 Appropriation Transfer, transferring, within the Emergency Management Fund, \$1000 from the training account and \$2000 from the travel account to the contract services account. Mr. Deforest motioned to approve Resolution 2023-21, seconded by Mr. Hiscock, and approved by all.

Mr. Hiscock motioned to approve Resolution 2023-022 Monthly Operating Bills – September 2023, seconded Mr. Deforest, and approved by all.

Director Fozio presented information sheets published by CISA for Wireless Priority Service and Government Emergency Telecommunications Service that she emailed out to the Solar Eclipse groups, which is growing. Director Fozio encourages utilization of these services in preparation for the Solar Eclipse on April 8, 2024. Mr. Deforest added that the State government appropriated up to 1 million dollars for safety & security for the eclipse.

Director Fozio discussed that we are planning for the upcoming solar eclipse, and she's sent out numerous emails for it. EMA is hosting a solar eclipse presentation presented by Ohio EMA Emergency Management Specialist Anita Stechschulte on October 13th 9:30 AM at A.I. Root Candle Company Conference Room 623 W. Liberty Street Medina, OH 44256. Barb Dzur scheduled the room until noon so we can have a planning discussion immediately following the presentation. EMA staff will attend a virtual Solar Eclipse Planning Workshop on September 29th and 30th at the Medina County Health Department, Department Operations Center. An invitation for this went out in an email as well.

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Mr. Nau updated the committee on the number of Tier 2 reporting facilities in Medina County. We have 56 Hazardous Substance facilities, 50 Extremely Hazardous Substance facilities, and 246 reports for wells. Mr. Nau described that there is a published list of EHS chemicals like chlorine and anhydrous ammonia. Facilities with chemicals on that list have to report differently. Mr. Nau added that sulfuric acid is included in that so about half of the reporting EHS facilities are businesses with enough tow motor batteries to put them over the threshold. Reporting information is used for our hazmat plan. Commissioner Harrison asked if the growth of battery powered vehicles would add to the list. Mr. Nau said a single vehicle wouldn't put you over the threshold, but a facility with a ton of tow motors would have to report. Director Fozio said our annual exercise must have a hazmat component, and we pick an EHS facility to work with from the list. We will use the recent chlorine spill at the Sanitary Engineer's facility for exercise credit this year. Previously we used FBC Chemical on West Smith Rd. in Medina.

Director Fozio informed the committee that a draft 2024 budget will be sent out before the next Executive Committee meeting.

Mr. Deforest informed the group that he will not be available on October 25th. The group agreed to change the October meeting date to Thursday October 26th at 8:30 AM.

Commissioner Harrison asked if there's an effort being made to create a master plan for the solar eclipse. Are the upcoming meetings to present a plan or is there a draft plan? Director Fozio said that they're drafting a plan. Barb Dzur is meeting with a sub-committee of business owners next week, she will talk to them about their concerns. The planning group will look into mitigating those concerns if they can. Also, we will see what concerns come up at the OEMA presentation on October 13th. She thinks the workshop on Friday and Saturday will be a key to knowing if our plan is going in the right direction or not. EMA is the local point of operation for the plan. Commissioner Harrison expressed interest in seeing the draft plan. Director Fozio will share it.

Matt Hiscock asked if Director Fozio has any concerns about the plan. She said we've looked at after-action information from the past eclipse. Traffic and communications are issues. In our plan we will include the communication issues listed in the CISA table-top exercise after-action. Matt Hiscock asked if the emergency management concerns are related to the volume of people coming into the pathway of the eclipse, which overwhelms communications systems, and if the concerns for traffic are vehicles using roadways or parked along the roadways. Mr. Hiscock asked if the primary pathway is in western Medina County. Director Fozio described the concern with traffic is not just the traffic itself, but with traffic accidents and how EMS will get to patients and how they're going to get to the hospital. Telecommunications systems are going to be overwhelmed and 911 systems might be overwhelmed. The area of complete totality goes over western Medina County and over Cleveland. Commissioner Harrison asked if 911 systems are

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overwhelmed or taxed. Director Fozio said that after-action information indicates that they have been overwhelmed. This is identified in the plan.

Mr. Deforest suggested that we schedule an additional meeting in January or February for this. Commissioner Swedyk said that the county buildings are closed that day and some of the schools as well.

Board Members

Aaron Harrison:

Commissioner Harrison motioned to set the Advisory Group meeting for November 15th at 6:00 PM at the Administration Building or another location to be determined, seconded by Mr. Deforest.

Mr. Guccion asked if a notification would be sent out. Commissioner Harrison said they would work hard on getting the word out to the townships, and there are a few agreements we don't have in hand yet, so they're going to work hard on getting those. Mr. Guccion asked if they want one trustee or three. Commissioner Harrison said there are some logistics that he and Mr. Lyons are yet to discuss. Each entity has one vote, so if all three trustees show up you would be there to cast one vote. We will probably do a roll call, a paper ballot, or something to be followed. The rule says, for cities, it's the mayor, but for townships it just says chief executive, which could be any of the trustees. Mr. Lyons recalled for townships the Board chooses who to send to the advisory group. Mr. Hiscock described that is easily done. At the Health Department Advisory Committee meeting they say the political subdivision's name and there's one voice, so that's how you know you're getting one vote. When there's a change in the person who will be the political subdivision's representative, they'll ask for that 30 days in advance of the meeting. Mr. Hiscock suggested that when we send out the notifications to ask the political subdivisions the name of the representative who will be at the meeting, and maybe that's what we put on the roll. Commissioner Harrison thinks that it's a good policy as long as it doesn't cut off someone's ability to participate. Mr. Guccion asked if a township has to pick a representative to be on the Board or can they withdraw. Commissioner Harrison answered that if nobody shows up to the meeting, or if nobody wants to be on the advisory group, then you just wouldn't be counted in the quorum count. We could still proceed as long as we have a quorum. Mr. Hiscock and Commissioner Harrison clarified that everybody who has signed the agreement has a seat on the Advisory Group, we're just asking who the representative is. Mr. Warchola asked if trustees need to vote on their Advisory Group representative in a public meeting. Mr. Lyons confirmed that for a Township there's no other way to make an appointment. He said if they don't do that, he thinks the chair of the Board could carry out that function because the chair has already been chosen as the head of the Board of Trustees. The default is the chair, and if the chair isn't

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available, he could send the vice chair. Commissioner Swedyk confirmed that the three remaining agreements are Spencer Village, Homer Township, and Litchfield Township.

Chairman Deforest called for a vote, and the motioned passed with all votes aye.

Brian Guccion:

Mr. Guccion asked Commissioner Swedyk if she put the project back on the streets. She confirmed that they did, and the bid opening is tomorrow. Changes were that the staff wouldn't be working from the station during the project and the project completion time went from 90 to 200 days. Those are the two reasons she believes that we didn't get bids. Director Fozio said the costs were estimated and believed to be accurate. Commissioner Harrison said we are getting more activity. Mr. Guccion asked what the bid number was. Director Fozio answered that it was slightly increased. She said that Mr. Jakab asked Mr. Miller to make sure the material numbers were correct since they were 6 months old. The bid estimate was \$734,000 and there were three additional work items. Director Fozio thinks it went up 10%. The group discussed that the longer completion date should increase activity. Commissioner Harrison confirmed that there has been more activity of people accessing the packet. Mr. Guccion asked what our target number was, and Director Fozio answered it was under \$800,000. Mr. Guccion said they can't go over \$880,000. Commissioner Swedyk said that doesn't include the three options. Mr. Guccion recalled the base bid was \$1,200,000 and \$1,400,000 with the additions. Commissioner Harrison said with 200 days and operations going off site, the hope is that it's enough change to get more bids in. Director Fozio reached out to seven contractors the day after it was initially advertised. There were three people in attendance for the pre-bid meeting. An addendum was created and sent out on Sunday or Monday with small items like not taking down the fire siren and an item related to the brick up front that they thought would be unnecessarily expensive. She said that the three that came to the meeting said renting a manlift to take down the fire siren would be \$5,000. So, it was decided to just have that be part of the addendum, and that addendum was sent to the seven contractors. Mr. Guccion asked if paving was included or if it was given to Andy's group. Commissioners Swedyk answered that the paving is still an option item. The commissioners could still choose to do it. Mr. Deforest asked if we could get an update after the bids are opened, and Director Fozio said yes.

Mr. Deforest motioned to adjourn the meeting at 9:17 AM, seconded by Mr. Warchola, and approved by all.