

MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY & HOMELAND SECURITY
EXECUTIVE COMMITTEE SPECIAL MEETING MINUTES
NOVEMBER 10, 2023

Chairman Deforest called the meeting to order at 08:30 AM.

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

Mr. Deforest motioned to enter executive session to discuss the appointment, promotion, and compensation of a public employee inviting in Mike Lyons and Mayor Carol Carter, seconded by Commissioner Harrison.

Roll: Brian Guccion – yes, Carl Deforest – yes, Matt Hiscock – yes, Kevin Ross – yes, Aaron Harrison – yes, Colleen Swedyk - yes, Larry Walters – yes

Executive Session started at: 8:31 AM

Commissioner Swedyk motioned to exit executive session, seconded by Commissioner Harrison.

Executive Session ended at: 9:35 AM

Mr. Deforest motioned to accept the resignation of Director Fozio effective December 1, 2023, with the understanding that her last workday will be November 17, 2023, at which time she will relinquish and turn in all EMA and County equipment and property, seconded by Chief Walters, and approved by all with no discussion.

Mr. Deforest motioned to appoint Ben Nau as Acting EMA Director effective Noon on Friday November 17th with compensation of an additional \$200 per week while in the Acting Director position, seconded by Chief Walters, and approved by all with no discussion.

Mr. Deforest stated as a directive that EMA emails are public records and there should not be any deletions of emails between now and the time the director leaves, and we will facilitate a process by which IT will switch over Director Fozio's emails going to Deputy Director Nau's effective November 13th so that he's got the emails, and Director Fozio will have access to email until the time she leaves, in case there's something going on that he needs to know about.

Commissioner Harrison said there's an archiving process that has to happen. He asked if we could move to the County system on Microsoft 365. Mr. Nau answered that we have medinaco.org emails and our own Microsoft 365 account, medinacountyema.org. The medinaco.org email is forwarded to medinacountyema.org. We will make sure that forwarding is not turned off in the process of archiving emails.

The next Executive Committee meeting is Friday November 17th. The committee will go over the budget and Mr. Nau will send out another draft. The Advisory Group meeting is Wednesday, November 15th. Director Fozio said the only update to the draft budget is the healthcare numbers.

Mr. Deforest discussed in preparation for next Friday's meeting, the current board will remain until January 1st at which time the newly appointed board will take effect. Mr. Deforest discussed that the committee will have to make a decision on the budget to include pay increases. The budget is built for up to 5% pay increases, and the committee will discuss that in executive session.

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Commissioner Harrison asked if the only portion of the executive session will relate to compensation, because he would like to invite the newly appointed but not yet seated members to the November meeting. The committee agreed to move the November 17th meeting to the Sheriff's Office in anticipation of more people being there. We will notify the commissioners' office of the location change.

Mr. Deforest motioned to adjourn the meeting at 9:43 AM, seconded by Commissioner Swedyk, and approved by all.