

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD REGULAR MEETING MINUTES
September 29, 2021**

Members Present

Ralph Copley
Mike Costello
Brian Guccion
Matt Hiscock

Personnel

Christina Fozio
Matt Sturgeon

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

Matt Hiscock motioned to approve the minutes from the August 25, 2021 meeting as presented; as seconded by Mike Costello; and approved by all.

Christina Fozio presented the monthly bills and reported that annual dues for the Medina County Police Chiefs Association were included since EMA is becoming a member. **Matt Hiscock motioned to approve the bills as Resolution 2020-16; as seconded by Ralph Copley; and approved by all.**

Christina distributed the DRAFT 9/14/2021 Emergency Management 2022 Budget. Discussion followed including changes in cost allocation and increasing departmental operating costs. Christina reported that EMA cost allocations increased from \$141,000.00 in 2021 to \$149,460.00 in 2022. The per capita rate for All-Hazards will be \$0.45 in 2022, \$0.46 in 2023, and \$0.47 in 2024, but the 2020 Census will be used as a constant.

Christina described the WMF Professional Services Agreement. She consulted with County Administrator Scott Miller on the agreement, and she sought clarification from WMF on several questions. Various discussion followed including Brian Guccion suggesting negotiating a fixed rate as opposed to a percentage and to ensure that weekly meetings are held. Michael Costello suggested ensuring that a liquidated damages clause is included in the construction agreement. Matt Hiscock suggests an A&E agreement as well as contract administration.

Christina reported that the All-Hazards Coordinator position has been advertised among all the fire departments in Medina County and the Fire Chiefs Associations



of our adjacent counties. Chuck Stiver is the sole applicant, and Christina requested the board's approval to proceed hiring him. Christina will confer with the All-Hazards Advisory Committee to determine the wage. Brian Guccion motioned to approve hiring Chuck Stiver as the All-Hazards Coordinator; as seconded by Ralph Copley; and approved by all.

Matt Sturgeon requested approval to purchase first aid training from Emergency First Response for the CERT team. This cost is \$50.00 per person, and Matt requests a budget of up to \$1000.000. Brian Guccion motioned to approve the expense up to \$1000.00, as seconded by Ralph Copley, and approved by all.

Christina recently emailed the Board information on the exercise. She encourages Board members to come.

Christina distributed a quarterly report that she prepared for her recent presentation at a commissioners meeting.

Brian Guccion requested an update on the State Homeland Security Grant application for a remotely operated underwater vehicle. Christina reported that we are waiting for action from Summit County to move forward.

Mike Costello motioned to adjourn the meeting at 9:36 AM; as seconded by Ralph Copley; and approved by all.