

MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY & HOMELAND SECURITY
EXECUTIVE COMMITTEE REGULAR MEETING MINUTES
NOVEMBER 17, 2023

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

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

Minutes: Mr. Hiscock motioned to approve the meeting minutes dated October 26, 2023, and November 10, 2023, seconded by Commissioner Swedyk and approved by all.

Resolution 2023-028 Appropriation Transfer: Mr. Nau described this as transferring \$5000.00 from the water training budget to the water equipment budget as approved at the last AHAC meeting. Mr. Hiscock motioned to approve Resolution 2023-028, seconded by Commissioner Harrison, and approved by all.

Resolution 2023-029 Monthly Operating Bills – November 2023: Mr. Deforest motioned to approve Resolution 2023-029, seconded by Mr. Guccion, and approved by all.

Resolution 2023-030 – Designation of Applicant’s Agent: Mr. Sturgeon described this as a form provided by FEMA to allow Acting Director Nau to sign documents for the Building Resistant Infrastructures and Communities Grant. Commissioner Swedyk motioned to approve Resolution 2023-030, seconded by Commissioner Harrison, and approve by all.

All-Hazards Purchases: Mr. Nau presented five Resolutions of the All-Hazards Advisory Committee to Recommend Purchases to the EMA Executive Board. These purchases were recommended by the AHAC on November 9, 2023, including:

- Two Panasonic Toughbook batteries for the Water Team not to exceed \$260.00
- One set of water rescue PPE for the Water Team not to exceed \$2058.00
- One Nanuk brand protective case for the Water Team not to exceed \$598.49
- Five sets of FireDex TechGen 51 gear for the Fire Investigation Unit not to exceed \$3850.00
- Five sets of Ranger Air 15” Premium Boots for the Fire Investigation Unit not to exceed \$1675.00

Mr. Deforest motioned to approve the purchases as presented, seconded by Mr. Guccion, and approved by all.

Executive Session: Mr. Deforest motioned to enter executive session to discuss hiring personnel and compensation of public employees, seconded by Mr. Guccion.

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

Executive session started at 8:42 AM.

Mr. Deforest motioned to exit executive session, seconded by Commissioner Swedyk.

Executive session ended at: 9:27 AM

MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY & HOMELAND SECURITY
EXECUTIVE COMMITTEE REGULAR MEETING MINUTES
NOVEMBER 17, 2023

Mr. Deforest motioned to authorize a 3% pay increase for EMA employees effective January 2024, seconded by Commissioner Swedyk, and approved by all.

Mr. Hiscock departed at 9:29 AM.

EMA Budget: The committee discussed the Emergency Management 2024 Draft Budget dated 11/15/2023. Commissioner Swedyk recommended adding \$500 to the Munis costs for an anticipated additional human resources feature. Commissioner Swedyk motioned to approve the draft budget, as amended to add \$500 to the Munis expense and changing the payroll increase to 3%, seconded by Commissioner Harrison, and approved by all.

Chairman Deforest said the committee will discuss the draft EMA annual report at the December 20th meeting.

Water Tower MOU: Mr. Nau said that it's important for EMA to have an amateur radio capability. There was previously an amateur radio repeater antenna utilized by our Communications Unit on the Branch Rd. tower which was sold. We can relocate the antenna to the North Progress Dr. water tower in Medina. The City of Medina requested an agreement for this in the form of an MOU, which has been reviewed by the prosecutor's office. Commissioner Harrison motioned to approve the MOU as drafted, seconded by Mr. Deforest, and approved by all.

The next meeting is December 20th, 2023. The committee will discuss the hiring process and advertising for the open position.

Mr. Deforest motioned to adjourn the meeting at 9:39 AM, as seconded by Commissioner Swedyk, and approved by all.