

MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY & HOMELAND SECURITY
EXECUTIVE COMMITTEE REGULAR MEETING MINUTES
JANUARY 17TH, 2024

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

Roll: Carol Carter – present, Carl Deforest – present, Rick Dumperth – present, Terry Grice – present, Brian Guccion – present, Steven Hambley – present, Dennis Hanwell – present, Aaron Harrison – present, Robin Laubaugh – present, Larry Walters – present

An opportunity for public comment was given with no one presenting.

Minutes – Mr. Deforest motioned to approve the minutes from the December 20, 2024, meeting, seconded by Mr. Guccion, and approved with Mayor Laubaugh, Mayor Hanwell, and Sheriff Grice abstaining.

Resolution 2024-01 LEPC Contract – Mr. Nau explained that this is an annual contract between the Medina County Local Emergency Planning Committee (MCLEPC) and MCEMA for MCEMA to fulfill MCLEPC's statutory requirements related to hazardous materials. Commissioner Harrison motioned to approve entering into the contract, seconded by Commissioner Hambley, and approved by all.

Resolution 2024-02 Excess Property – Mr. Deforest motioned to approve Resolution 2024-02, seconded by Commissioner Harrison, and approved by all.

Resolution 2024-03 Property Transfer – This resolution transfers certain items from EMA's inventory list to the Medina County Sheriff's Office. Commissioner Hambley motioned to approve Resolution 2024-03, seconded by Mr. Deforest, and approved by all.

Resolution 2024-04 Operating Bills – The group discussed the contract with Inspiron Logistics for WENS. Mr. Deforest motioned to approve Resolution 2024-04, seconded by Mr. Guccion and approved by all.

Resolution 2024-05 Annual Cash Transfer – Mr. Nau described these are the annual transfers listed in the budget. The LEPC contract amount is the amount awarded last year. Mr. Deforest motioned to approve Resolution 2024-05, seconded by Mr. Guccion, and approved by all.

Resolution 2024-06 Grant Sponsorship – The group discussed that it would be necessary to establish a subgrantee agreement for this. Commissioner Hambley suggested to notify Senator Romanchuk and colleagues for support. Commissioner Harrison motioned to approve Resolution 2024-06 as amended to make it subject to the subsequent execution of a subgrantee agreement, seconded by Mr. Deforest, and approved by all.

Resolution 2024-07 Appropriation Increase – Mr. Nau explained that this is to increase the water team's budget for an ROV case that was approved in 2023 but will be invoiced in 2024. The group briefly discussed the underwater ROV. Mr. Deforest motioned to approve Resolution 2024-07, seconded by Sheriff Grice, and approved by all.

PSTrax – Mr. Nau discussed that we are presently cleaning up inventory and developing a list of everything that leaves the site as requested by the County Risk Manager. Mr. Nau requested approval to purchase PSTrax, an inventory management application, for \$350.00 per year for a one-year agreement. PSTrax tracks aging, maintenance, replacement dates and it has bar code functionality. The cost quote does not include the cost of a bar code reader, which will be a minimal additional cost. Mr. Deforest

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motioned to approve the expenditure not to exceed \$420.00, seconded by Mr. Guccion, and approved by all.

Building Project Update - The commissioner signed the contract with Cavanaugh on January 2nd and substantial completion is scheduled before the end of June.

Annual Report – A 2023 Annual Report was presented. Mr. Deforest recommended that members review the document and discuss it at the February meeting.

Seville Hazmat Incident – Mr. Nau briefly described the incident. The chief’s box and the hazmat team were called. Ben believed that overall, it was a well-run incident. Chief Walters complimented Mr. Nau and staff for their effort. EMA will conduct a follow-on cost recovery.

EMA Activities – Mr. Nau provided an EMA Activities report dated December 20, 2023 – January 16, 2024. Mr. Nau said that there was a question if wastewater treatment capacity would be a concern for the Eclipse. He confirmed with the Liverpool plant that it is not an issue. Mr. Nau briefly discussed that we’ve consulted with Jefferson County, MO about the Eclipse since they were in the path of totality in 2017.

Board Member Discussion:

Harrison - Commissioner Harrison asked if Mr. Stivers’ personnel actions from the last meeting were successfully applied, and Mr. Nau affirmed that they were.

Executive Session - Mr. Deforest motioned to enter executive session to discuss the hiring and promotion of public employees, seconded by Mr. Guccion.

Roll: Carol Carter – yes, Carl Deforest – yes, Rick Dumperth – yes, Terry Grice – yes, Brian Guccion – yes, Steven Hambley – yes, Dennis Hanwell – yes, Aaron Harrison – yes, Robin Laubaugh – yes, Larry Walters – yes

Executive Session began at 9:28 AM.

Mayor Laubaugh departed at 9:45 AM.

Executive Session ended at 9:46 AM.

Mr. Deforest motioned to appoint Jack Swedyk, Greg Glauner, and Matt Hiscock as the three Executive Committee members appointed by the Executive Committee, seconded by Mr. Guccion, and approved by all.

Mr. Deforest raised the idea that the committee could discuss the chair position going forward. We will add that to the agenda for the February meeting.

Commissioner Hambley motioned to adjourn the meeting at 9:51 AM, seconded by Commissioner Harrison, and approved by all.