

**MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY & HOMELAND SECURITY**  
**EXECUTIVE COMMITTEE REGULAR MEETING MINUTES**  
**October 16, 2024**

Chairman Deforest called the meeting to order at 8:32 AM.

Roll Call showed the following members present: Carl Deforest, Greg Glauner, Terry Grice, Steve Hambley, Dennis Hanwell, Matt Hiscock, Jack Swedyk, and Larry Walters

Public Comment: None.

Minutes – Matt Hiscock moved to approve the minutes from September 18, 2024, seconded by Commissioner Hambley. Voice vote showed the motion passed with Mayor Hanwell abstaining.

Resolutions: None.

Introduction: Ben Nau introduced Noah Eddy who began employment with EMA yesterday. The committee welcomed Mr. Eddy.

Purchases:

- Harris Radio Authentication (\$3,620) – Mr. Nau stated that this is a MARCS requirement and needs to be done by June 2025. All radios on the MARCS system are required to have authentication added for security purposes. Mr. Deforest moved to authorized \$3,620 for the purchase of Harris Radio Authentication; Chief Glauner seconded the motion. By voice vote, the motion passed unanimously.
- Hazmat Training (\$28,000) – Mr. Nau reported that the grant award for hazmat training has been received in the amount of \$28,000. A list of the various trainings was provided. Mr. Deforest moved to approve the \$28,000 expense for hazmat training as listed; Chief Glauner seconded the motion. Mr. Nau noted that they have some law enforcement training which is new this year. By voice vote, the motion passed unanimously.

Old Business: None.

New Business:

- Expense Report – An expense report for September 2024 was presented and reviewed by Mr. Nau.
- EMA Activities – Mr. Nau reported that dive training will conclude in about two weeks – open water will continue next year. The Seven Springs Dam grant applications have been submitted – they are moving into the final phase now. They continue to work with the Board of Elections regarding emergency planning for the November election. IT is working on the network for both buildings, restroom construction was to begin this morning and the Maintenance Department started on the hood system removal. The security system and cameras are pending legal review of the agreements. Confined space exercise was completed. The horse rescue in Hinckley was briefly discussed. Mr. Nau provided an update on grants.
- 2025 Budget – Mr. Deforest asked that all questions regarding the draft budget be sent to Mr. Nau. The budget will be approved next month. Mr. Nau provided a summary of the draft 2025 budget noting a 3% increase in 2025 allocations to keep up with inflation. Commissioner

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Hambley recommended a 4% increase as it is more in line with what the actual CPI is. Discussion occurred regarding the allocation formula. Mr. Hiscock noted that there have been discussions in other counties regarding whether the LGF is the right formula to use, and it has traditionally been based on population. Commissioner Hambley explained that population is the main factor, but you've got other distributions like the Park District. Mr. Swedyk inquired if Mr. Nau is comfortable with a 3% increase, why would there be a need to increase to 4%. Mr. Nau responded that due to the unknowns of a new building, the 4% increase could be justified. Commissioner Hambley stated that if other expenses came up, you'd have to tap into other funds. Brief discussion occurred regarding the timing of the budget approval.

Mr. Deforest reminded the committee to review the EMA draft budget and to contact Mr. Nau with any questions as it will be on next month's agenda for approval.

Board Members: No comments.

Executive Session – Mr. Hiscock moved to enter executive session to discuss the hiring and compensation of a public employee, seconded by Sheriff Grice. Roll call vote showed everyone voting yes; the motion carried. The committee went into Executive Session at 8:57 AM.

Executive Session ended 9:09 AM and the meeting resumed at that time.

Mayor Hanwell moved to adopt the job description for fulltime Deputy Director as submitted, Mr. Deforest seconded the motion. By voice vote, the motion passed unanimously.

Mayor Hanwell moved to advertise for the Deputy Director position through the County's Human Resources Department with a salary range of \$65,000-\$70,000, Mr. Deforest seconded the motion. By voice vote, the motion passed unanimously.

Mr. Deforest moved to increase Chuck Stiver's hourly rate effective 1/1/25 from \$25.00/hr. to \$27.00/hr., Chief Glauner seconded the motion. By voice vote, the motion passed unanimously.

Mr. Deforest moved to adjourn the meeting, Mayor Hanwell seconded the motion. By voice vote, the motion passed unanimously.