

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY
Executive Board Meeting Minutes

Date: June 13, 2024 Time: 9:00 a.m.

Place: EMA Office
640 N. River Rd., N.W. Unit B
Warren, OH 44483

Roll Call:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mayor Doug Franklin (<i>Chief Ken Nussle</i>) | <input checked="" type="checkbox"/> Chief James Pantalone |
| <input type="checkbox"/> Commissioner Dennis Malloy | <input type="checkbox"/> Mayor Deidre Petrosky (<i>Chief David Rea</i>) |
| <input checked="" type="checkbox"/> Director John E. Hickey (Non-Voting) | <input type="checkbox"/> Trustee Jeff Tucker |
| <input type="checkbox"/> Mayor Ben Kyle | <input checked="" type="checkbox"/> Sheriff Paul Monroe (<i>Major T. Villanueva</i>) |
| <input checked="" type="checkbox"/> Trustee Ed Anthony | <input checked="" type="checkbox"/> Chief Steve Craiger |
| <input checked="" type="checkbox"/> Trustee Roger Peterson | |

Guests: Kevin Kuriatnyk, TCHMRT& Thomas Domes, TCFIU, Chief Ray Pace, Howland Fire, Chief John Lewis, 910th AW/FD, Asst. Chief Chuck Eggelston, Warren City Fire, Alexandra DeVengencie-Bush, TC Human Resources Director

Chairman Anthony called the meeting to order at 9:02 A.M. (*Quorum Present*)

Roll Call

The Pledge of Allegiance recited.

APPROVAL OF PREVIOUS MEETING MINUTES

Chairman Anthony asked if there were any additions or corrections to the minutes from the May 2, 2024 meeting as presented. There being none -

MOTION: *Motion made by Chief K. Nussle to approve the minutes of the May 2, 2024 meeting as presented.*

Trustee R. Peterson seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

APPROVAL OF INVOICES/ FINANCIAL REPORT/ FINANCIAL MOTIONS

Director Hickey asked if there were any questions concerning the financial report for May 2024 There being none

MOTION: *Motion made by Chief K.Nussle to approve the May 2024 financial report as submitted by Director Hickey.*

Administrator J. Pantalone seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

APPROVED SEP 12 2024

EMA DIRECTORS OPERATIONAL UPDATE

Director Hickey provided a written report for May 2024: (See Attachment)

A brief overview of the director's report was conducted.

- Canceled basic cable in the EMA office due to skyrocketing cost of the basic service. Cable box was returned to Spectrum.
- A new smart tv was purchased through the TC IT department. This tv will be placed in the directors' office and used to monitor local channels during severe weather.
- The USPS Inspectors have now vacated the EOC, and all their equipment has been removed.
- Will have a busy summer attending public relations events, to include the Trumbull County Fair. we will share space with the Trumbull County Health Dept. and will man the booth Tuesday through Sunday of the fair, from noon until 8:00 P.M. The only exception will be on Saturday the 13th, I will be leaving at 4:00 P.M. due to a prior commitment.
- Director Hickey will take his FAA 107 Drone Pilot test in June.

SPECIAL OPERATIONS GROUP

- ***Hazardous Materials Response Team***
 - No responses since last meeting.
 - Members attended railcar safety class at the Norfolk Southern railyard in Youngstown.
 - Was awarded a Go Green grant through the Geauga/Trumbull solid waste district. The amount of the grant awarded is \$3,233.49 and will be used to purchase additional gas monitors for the TRHMRT.
- ***Fire Investigation Unit***
 - Written report submitted.
 - Investigated 3 fires since the last report, Bloomfield, Bristol and Johnston.
 - Next scheduled training will be on Saturday July 13th at 0830.
- ***Drone Team***
 - 1 training session completed.
 - 2 calls for service

LEPC

- Annual LEPC Chemical Exercise completed on May 29, 2024 at the Mahoning Valley Sanitary District (MVSD). This was a functional exercise dealing with a chlorine release.

OLD BUSINESS

- Director DeVengencie-Bush from the TC Human Resources office attended the meeting per the request of Director Hickey to discuss the hiring of the EM specialist for the EMA. Director DeVengencie-Bush reviewed the pay scale and amounts that will need to be paid as part of the salary of the new EM Specialist. The executive board gave approval to proceed with the advertisement of the EM Specialist, starting on July 1, 2024 and running opening for a 15 day period.

MOTION: *Motion made by Administrator J. Pantalone to advertise and post the job opening for a Part-Time Emergency Management Specialist for the TCEMA. The job posting will run for 15 days, commencing on July 1, 2024. The posting will be created and posted by the TC HR Department.*

Major T. Villanueva seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

- Discussion was held concerning creating the interview committee for any perspective candidates. Director Hickey will eliminate any applications that do not meet the qualifications and submit a list of candidates to be interviewed to the interview panel. Chairman Anthony assigned the following members to the interview committee.
 - Chairman E. Anthony
 - Administrator J. Pantalone
 - Trustee R. Peterson
 - Chief S. Craiger
 - Director J. Hickey
 - TC Human Resources Representative

NEW BUSINESS

Consider motion to upfit the EMA F-150 with Red/White/Amber emergency lighting and siren/PA system for emergency responses when required by the EMA staff. The cost of the equipment and installation from Hudson Communication is \$3,776.50, and will be paid out of account 505523. In addition, a fund increase of \$4,000.00 into account 505523 to cover the cost of equipment and installation. This purchase shall be reimbursed through the FY2023 EMPG Grant at 50% cost being reimbursed (\$1,888.25) to the TCEMA.

MOTION: *Motion made by Major T. Villanueva to upfit the TCEMA response truck with emergency lighting and siren in the amount of \$3,776.50 from Hudson Communications, and to increase funding in account 505523 in the amount of \$4,000.00.*

Administrator J. Pantalone seconded the motion. seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

Consider motion to purchase a new desk system for the EMA Specialist office from National Business Furniture in the amount of \$1,819.62. The cost of the desk system will be paid out of account 505409, and will be reimbursable through the FY2023 EMPG Grant at 50% of the cost being reimbursed (\$909.81) to the TCEMA.

MOTION: *Motion made by Chief K. Nussle to purchase a new desk system for the EM specialist office in the amount of \$1,819.62 from National Business Furniture.*

Major T. Villanueva seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

ANNOUNCEMENTS

The next regularly scheduled meeting will be on September 12, 2024 at 9:00 A.M. at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.

Note.. The July and August meetings have been cancelled, and an announcement will be made if a need arises to conduct any emergency business prior to the September 12th meeting.

ADJOURN

MOTION: **Trustee R. Peterson made a motion to adjourn.
Administrator J. Pantalone seconded the motion.
Meeting adjourned at 9:54 A.M.**

FOR 8 AGAINST 0 ABSTAINED 0 MOTION CARRIED

JEH 06/18/2024