

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY
Executive Board Meeting Minutes

Date: November 9, 2023 Time: 9:00 a.m.

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

Roll Call:

Mayor Doug Franklin (*Chief Ken Nussle*)
 Commissioner Dennis Malloy
 Director John E. Hickey (Non-Voting)
 Mayor Ben Kyle
 Trustee Ed Anthony
 Trustee Roger Peterson

Chief James Pantalone
 Mayor Deidre Petrosky (*Chief David Rea*)
 Trustee Jeff Tucker
 Sheriff Paul Monroe
 Chief Steve Craiger

Guests: Kevin Kuriatnyk, TCHMRT& Thomas Domes, TCFIU

Chairman Anthony called the meeting to order at 9:01 A.M.

Roll Call Taken

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 October 12, 2023 meeting as presented. There being none -

MOTION: *Motion made by Chief J. Pantalone to approve the minutes of the October 12, 2023 meeting as presented.*

Sheriff P. Monroe seconded the motion.

FOR 8 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 October 2023 There being none

MOTION: *Motion made by Chief K.Nussle to approve the October 2023 financial report as submitted by Director Hickey.*

Chief D. Rea seconded the motion.

FOR 8 AGAINST 0 ABSTAINED 0 MOTION CARRIED

APPROVED JAN 11 2024


EMA DIRECTORS OPERATIONAL UPDATE

Director Hickey provided a written report for October 2023: **(See Attachment)**

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

- Participated in multiple community events, in order to promote the TCEMA and all the services that are provided by our office.
- Participated in the three (3) day Ohio Department of Health full scale exercise. The Emergency Operations Center was opened and staffed all days of the exercise.
- Working with the TC auditor and prosecutors office to finalize bid packages for the mobile command post.
- Hosted the NEO EMA Directors meeting at the office.
- Cash request for FY22 EMPG completed for the amount of \$21,508.95
- Multiple requests and deployments of the drones by law enforcement and fire departments.
- Attended drone pilot certification class in Geauga County.

HAZMAT

- Written report submitted, see attached.
- Held one (1) training/meeting night.
- Chief attended drone pilot certification class in Geauga County.
- Responded to four (4) calls for service.

FIRE INVESTIGATIVE UNIT

- Written report submitted, see attached.
- One (1) fire investigation completed in Warren Township.
- FIU K9 and handler Tomas Cantola, completed annual recertification.

LEPC

- No meeting held since October quarterly meeting, next meeting in January 2024.

OLD BUSINESS

- Update provided on bid process for proposed mobile command post for the county.
- Unable to schedule meeting with the prosecutor, concerning HazMat stipend program. Will continue to work on scheduling one as soon as possible.
- Discussion conducted concerning the proposed hiring of a full time staff member in 2024. Director Hickey provided data and figures to show that due to the high costs associated with having another full time staff member (Salary & Benefits) it would not be feasible to hire a full time staff employee at this time. Director Hickey provided documentation showing that even bringing an additional person on at \$42,000.00 per year salary, the total cost of that employee would be in excess of \$80,000.00 with salary and benefits. The EMA budget can not support this at this time, and the director advised he would pursue looking at a part time employee, possibly at 20 hours a week. Further discussion will be held during the first quarter of 2024.
- Discussion was conducted concerning the 2024 draft budget for the EMA. Director Hickey will send out the draft budget once completed, and have the final draft ready for approval at the January 11, 2024 meeting.

NEW BUSINESS

- The 2024 EMA Advisory Board meeting has been scheduled for Wednesday January 10, 2024 at 5:00 P.M. at the EMA office. An announcement was mailed out to each township, village, and city with the 2024 per-capita invoices. The following positions will be up for election at the advisory board meeting:

One (1) Trustee Currently Trustee R. Peterson (Bloomfield Township)

One (1) Mayor Currently Mayor D. Petrosky (Cortland City)

One (1) Trustee Currently Trustee E. Anthony (Warren Township)

- Chief Kuriatnyk proposed the following applicants for membership on the Trumbull County Hazardous Materials Response Team. Both applicants have met the necessary qualifications to be placed on the team.

Salvatore Petro and Amerissa Minor

MOTION: *Motion made by Chief J. Pantalone to approve Salvatore Petro and Amerissa Minor's membership to the Trumbull County Hazardous Materials Response Team.*

Mayor B. Kyle seconded the motion.

FOR 8 AGAINST 0 ABSTAINED 0 MOTION CARRIED

- Mayor B. Kyle started discussion concerning project submissions to the Ohio State Legislators from the Trumbull County Emergency Management Agency. After a lengthy discussion, it was determined that the Director Hickey would draft project requests for the following projects and forward them on to State Senator Sandra O'Brien, Rep. Nick Santucci, and Rep. Michael Loychik.
 1. Facility Generators for: Mesopotamian Township, Warren Township, Hubbard City, Hubbard Township, and Kinsman Township.
 2. Traffic Management Equipment that will be used for public safety and the Trumbull County Engineer, if needed. It will also be a deployable asset within Ohio Region 5.

MOTION: *Motion made by Chief J. Pantalone to submit draft capital budget projects to the Ohio Senate and House of Representatives via our local legislators.*

Mayor B. Kyle seconded the motion.

FOR 8 AGAINST 0 ABSTAINED 0 MOTION CARRIED

ANNOUNCEMENTS

**The next regularly scheduled meeting will be on January 11, 2024 at 9:00 A.M.
at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.**

ADJOURN

**MOTION: Mayor B. Kyle made a motion to adjourn.
Chief D. Rea seconded the motion.
Meeting adjourned at 9:58 A.M.**

FOR 8 AGAINST 0 ABSTAINED 0 MOTION CARRIED

***JEH* 11/16/2023**