

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY  
Executive Board Meeting Minutes

Date: June 15, 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 (*Chief Ray Pace*)  
 Mayor Deidre Petrosky (*Chief David Rea*)  
 Trustee Jeff Tucker (*Tom Shay*)  
 Sheriff Paul Monroe  
 Chief Steve Craiger (*Chief J. Lewis*)

Guests: Kevin Kuriatnyk, TCHMRT, Thomas Domes, TCFIU.

Chairman Anthony called the meeting to order at 9:00 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 April 13, 2023 meeting as presented. There being none -

**MOTION:** Motion made by Sheriff Monroe to approve the minutes of the April 13, 2023 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 April/May 2023 There being none

**MOTION:** Motion made by Trustee R. Peterson to approve the April/May 2023 financial report

Chief K. Nussle seconded the motion.

**FOR 6                      AGAINST 0                      ABSTAINED 0                      MOTION CARRIED**

APPROVED SEP 14 2023

## **EMA DIRECTORS OPERATIONAL UPDATE**

Director Hickey provided a written report for April & May 2023: (See Attachment)

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

- Director Hickey provided an overview of his Incident Command Class that was conducted at Texas A&M.
- Provided an update on the status of the mobile command post. A specifications committee will be formed to get the process moving forward.
- Orion Emergency Management Software is up and operational.
- Advised that a TCEMA Advisory Board meeting will be scheduled for August, to discuss the proposed per capita increase for 2024.
- Encouraged communities to use the WENS emergency alert system for their residents.
- Will condense mass casualty equipment into one trailer (Old FIU Trailer)

## **HAZMAT**

- Written report submitted, see attached.
- Attended tabletop exercise at Ultium Cells in Lordstown.
- Chief 77 attended the Trumbull County Fire Chiefs Assoc. Meeting.
- Team attended the TCTC Community Night.
- Team attended Bazetta Township Safety Day.
- Conducted one training/Meeting night.

## **FIRE INVESTIGATIVE UNIT**

- Written Report Submitted, See Attached.
- Investigated four structure fires.
- Condensed FIU equipment into pickup with the purchase of the bed drawer system.
- Still working on SOP updates, and awaiting final draft of NFPA 1321 to be approved.
- Next meeting will be September 2023.

## **LEPC**

- Annual exercise (Tabletop) conducted at Ultium Cells in Lordstown.
- Final roster for the 2023/2024 TCLEPC committee membership roster completed. Will be submitted to the commissioners for signature.
- Next meeting July 2023, Date TBA due to scheduling conflict with Trumbull County Fair.

## **OLD BUSINESS**

- Discussion concerning the status of the EMA Mobile Command Post purchase. Director Hickey advised that a technical specification committee would be formed to finalize the specifications prior to placing the project out to bid.
- Discussion conducted concerning the current Trumbull County Emergency Operations Plan. (EOP) Director Hickey advised that it was outdated and was in need of a complete rewrite. He has been requested to travel to Columbus the first week of July 2023, to review the document with the Ohio EMA planning section.

- Director Hickey provided an update on the proposed TC Hazardous Materials Response Team stipend program. He will make an appointment with the TC Prosecutors office to review the proposal, and have the program ready for approval at the September 2023 EMA Executive Board Meeting.

**NEW BUSINESS**

- Director Hickey submitted a proposal on the recommendation of the Trumbull County IT Department, from Fiber Solutions to purchase a dual system sound system for the EMA classroom and vehicle bays. This will include speakers, and microphones that will be used when hosting classes and trainings in the classroom and bays. One of the items noted on the past evaluations from trainings conducted, was the difficulty to hear the instructor in the back of the room. This will resolve these issues, and will be submitted through the EMPG grant program, for reimbursement.

**MOTION:** Motion made by Chief K. Nussle to approve the submitted quote by Fiber Solutions, LLC of Warren, Ohio in the amount of \$ 5,700.00 for the installation of a Shure BLX288/PG58 dual channel wireless handheld microphone system. This purchase will include mixing amplifier, (4) Bose professional ceiling spikers, splitters, handheld mic, head worn mic, and a wireless body pack mic and transmitter. All equipment and installation is included in the price of the quote.

Chief S. Craiger seconded the motion.

FOR            6    AGAINST    0    ABSTAINED    0    MOTION CARRIED

**ANNOUNCEMENTS**

**The next regularly scheduled meeting will be on September 14, 2023 at 9:00 A.M. at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.**

**ADJOURN**

**MOTION:** Sheriff P. Monroe made a motion to adjourn.  
Fiscal Officer Tom Shay seconded the motion.  
Meeting adjourned at 10:05 A.M.

FOR    6    AGAINST    0    ABSTAINED    0    MOTION CARRIED

*JEH* 6/20/2023