

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY  
Executive Board Meeting Minuets

Date: November 10, 2022

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 Frank Fuda

Director John E. Hickey (Non-Voting)

Mayor Ben Kyle

Trustee Ed Anthony

Roger Peterson

Chief James Pantalone

Mayor Deidre Petrosky (Chief David Rea)

Trustee Jeff Tucker

Sheriff Paul Monroe

Chief Steve Craiger

Guests: Kristen Gallagher, Red Cross, Kevin Kuriatnyk, TCHMRT, Thomas Domes, TCFIU, Patty Goldner, TC911.

Director Hickey called the meeting to order at 9:00 A.M., Chairman Anthony was not present.

Roll Call Taken

The Pledge of Allegiance was recited.

**1. APPROVAL OF PREVIOUS MEETING MINUETS**

Director Hickey asked if there were any additions or corrections to the minutes of the October 13, 2022 meeting as presented. There being none -

**MOTION:** A motion was made by Chief J. Pantalone to approve the minutes of the October 13, 2022 meeting as presented.

Trustee R. Peterson seconded the motion.

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

**2. APPROVAL OF INVOICES/ FINANCIAL REPORT/ FINANCIAL MOTIONS**

Director Hickey asked if there were any questions concerning the invoices that were submitted for payment from October 1, 2022 – October 31, 2022. There being none

**MOTION:** A motion was made by Mayor D. Petrosky to approve the financial report as submitted.

Sheriff P. Monroe seconded the motion.

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

**MOTION:**

Trustee R. Peterson motioned to approve the quote provided by National Business Furniture to purchase fifteen (15) lightweight plastic 8ft. folding seminar tables in the amount of \$ 3,736.50. Additionally, to make an inter fund transfer from account: 505120 (Employee Salary) in the amount of \$1,000.00 to account 505409 (Furniture & Fixtures) to fund and cover the purchase. This purchase was made with supplemental EMPG funding that was awarded to our county to be spent between October 1, 2022 – December 31, 2022 (EMPG Refundable 50%)

Chief J. Pantalone seconded the motion.

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

**MOTION:**

Chief K. Nussle motioned to approve the quote provided by CDW-G to purchase one (1) 75” smart LED TV, and a Tripp Lite Mobile TV Stand in the amount of \$1,461.08. This equipment will be used for meetings and instruction that would be conducted in the vehicle bays when attendance is over 30 personnel. The equipment will be funded out of account 505417 (Communications Equipment) This purchase was made with supplemental EMPG funding that was awarded to our county to be spent between October 1, 2022 – December 31, 2022 (EMPG Refundable 50%)

Chief J. Pantalone seconded the motion.

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

**3.    EMA DIRECTORS OPERATIONAL UPDATE**

Director Hickey provided a written report: See Attachment

- A brief overview of the director’s report was conducted.
  - Participated in multiple public education/community events during October.
  - Hosted the National Weather Service SkyWarn Program.
  - Completed a required update of Annex O (HazMat) of the TC Emergency Operations Plan.
  - Participated in the Steward Health/Hillside Hospital Active Shooter tabletop.
  - Multiple agencies used the EMA classroom for meetings and trainings.
  - Working with the Engineers office, to expand the EMA parking area to the west of the vehicle bays.
  - The Verizon cellular extender has been installed in the EMA, and is working great. 5 bars of coverage within the EMA building.
  - Director is working to establish SOP’s for drone program within the county.
  - Notified members that the 2023 per capita invoices were mailed out on November 1, 2022. In addition, the announcement for the January 11, 2023 Advisory Board meeting was included with the invoice.

#### 4. HAZMAT

- Personnel from Trumbull County and Mahoning County Hazardous Materials Response Team completed their annual 8-hour technician refresher class.

#### 5. FIRE INVESTIGAVE UNIT

- Per FIU Chief, nothing to report for the month of October.

#### 6. LEPC

- Last Meeting was held September 13, 2022
- The LEPC board will start planning a table top exercise with Ultium Cells in Lordstown during February 15, 2023
- Next Meeting January 10, 2023 at noon

#### 7. OLD BUSINESS

None

#### 8. NEW BUSINESS

Director Hickey presented his proposed 2023 operational budget, discussion was held. The director advised that the board will officially approve the budget at the January 12, 2023 meeting. The final budget will be accurate with fund carry overs that are available after December 31, 2022.

Director Hickey presented a proposal to increase the per capita payment from .21 to .30 starting with FY 2024. Discussion was held, and he advised that this motion and approval would need to be made at the January 11, 2023 Advisory Board meeting.

#### 9. ANNOUNCEMENTS

**The next regular meeting will be on January 12, 2023 at 9:00 A.M. at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483. This will be the last board meeting for 2022.**

#### 10. ADJOURN

**MOTION:** Mayor D. Petrosky made a motion to adjourn.  
Chief J. Pantalone seconded the motion.  
Meeting adjourned at 09:30 A.M.

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

*JEH*

11/17/2022



## TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY

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**John E. Hickey**  
Executive Director

### Facility Items

- Hosted the Trumbull County Health Board Healthcare Coalition meeting in the EMA Classroom
- Hosted Hazmat refresher class in the EMA facility.
- Hosted the Trumbull County Safe Communities meeting at the EMA Classroom.
- Hosted the Trumbull County Zoning Association meeting at the EMA Classroom.
- The Trumbull County Engineer used the EMA Classroom for multiple training classes.
- The Trumbull County Maintenance Department completed the water line extension in the bays to place a garden hose hookup at the front of the garage. This will allow EMA/HazMat and FIU to clean and wash their vehicles here at the facility.
- The new Verizon cell extender has been installed in the EMA, and we now have 5 bar cell coverage in the EMA office.
- Working with the TC Engineers office to expand the parking area to the west of the EMA office. Parking has been a real challenge when having meetings ect. This should alleviate some of that.
- Researching the purchase of 15 seminar tables, 75" Smart TV & Mobile Stand that would be used when we have class or meeting sizes over 30 people. These tables, (Chairs we already have) and the TV would be used out in the vehicle bays in order to hold 60 people for a class or meeting. Trumbull County IT is obtaining the quotes for the TV and mobile stand.

Sincerely,

*John E. Hickey*  
Director