Trumbull County Emergency Management Agency

Executive Board Meeting Minutes

Date: June 11, 2026 **Time:** 9:00 AM **Location:** EMA Office
640 N. River Rd., N.W.
Unit B
Warren, OH 44483

Roll Call:

X	Mayor Doug Franklin ***(K. Nussle)***		Chief Jay Holland
	Commissioner Dennis Malloy	X	Mayor Mark Zuppo ***(J. Petruzzi)***
X	Director John E. Hickey (Non-Voting)	X	Trustee Dan Suttles
	Mayor Ben Kyle		Sheriff Mike Wilson
X	Trustee John Dale	X	Chief Steve Craiger
X	Trustee Dan Gladd		

Guests: K. Kuriatnyk TCSOG ; Randy Stelk TCEMA; James Williamson, TCFCA; Thomas Domes TCSOG ; Noah Porter, Ohio EMA

Chairman Suttles called the meeting to order at 09:00 A.M.

Roll Call / Quorum Present (6 voting members present)

The meeting was advertised on the TCEMA website and the meeting announcement was also published on 6/10/2026 in the Tribune Chronicle

The Pledge of Allegiance recited.

APPROVAL OF PREVIOUS MEETING MINUTES

- Director Hickey asked if there were any additions or corrections to the minutes of the May 14, 2026, regular meeting as presented. There being none –

MOTION: **Motion made by J. Petruzzi to approve the minutes of the May 14, 2026 regular meeting as presented.**

K. Nussle seconded the motion.

6 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

APPROVED OCT 08 2026
JEH

APPROVAL OF INVOICES/FINANCIAL REPORT/FINANCIAL MOTIONS

- Director Hickey asked if there were any questions concerning the financial report for the month of May 2026, and the January - June budget detail as presented. There being none –

MOTION: **Motion made by J. Dale to approve the financial report(s) as presented by the director.**

J. Petruzzi seconded the motion.

6 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

EMA DIRECTOR'S OPERATIONAL UPDATE

Director Hickey provided a written activity report for May 2026 **(See Attachment)**
A brief overview of the director's report was conducted.

- Worked with TC HR to establish a new administrative/group on WENS for TC HR to use during emergencies in the Administrative Building.
- Continued working with vendors to provide equipment and services needed for the future TCEMA facility.
- Attended multiple preconstruction meetings dealing with the remodel project at the future TCEMA facility.
- Attended the TCESC Business Advisory Council Meeting.
- Served as a guest presenter at the 2026 Mercy Health Trauma Symposium. Presented on the capabilities for Mass Causality capabilities in Trumbull County.
- Conducted the annual LEPC chemical exercise (TTX) at the Mahoning Valley Sanitary District in Weathersfield Township.
- Hosted the "Click it or Tick It" campaign kickoff meeting at the EMA.
- Attended the quarterly TCFCA meeting in Bristol.

SPECIAL OPERATIONS GROUP

- **Hazardous Materials Response Team**
  - Nothing to Report
- **Fire Investigation Unit**
  - Nothing to Report
- **Drone Team**
  - Responded to Hubbard Township (I-80) to look for livestock that was traveling on and off of I-80. Per OSP request. Repairs to M30-T complete.
- **Rope Rescue**
  - Will be participating in a confined space class in July.
- **Water/Dive Rescue**
  - Conducted team rescue training at Mosquito Lake, Boat 78 placed in the lake for standby purposes from Memorial Day to Labor Day.
- **Mass Casualty Response Team**
  - Nothing to Report
- **Incident Management Assistance Team**
  - Conducted team training on WENS & IPAWS
- **Mobile Command Post**
  - Attended public event at Mercy Health

LEPC

- Nothing to report: Next meeting will be Tuesday October 13, 2026 at the new EMA location.

OLD BUSINESS

- Director Hickey provided the following update to work being completed at the future EMA office in Bazetta. A detailed cost update was provided to board members and sent to the county commissioners. **(See Attachment)**
- Items that will still need approval from the TC Commissioners are:
    - Parking lot sealing and striping.
    - Building signage and main entrance awning.
    - Technology relocation
    - Stainless kitchen tables and sink unit
    - Moving quote for furniture from current location to the new location
- The official 90 day clock for the project will start on June 15th.
- EOC Chromebooks are in service and currently housed in the mobile charging unit in the EOC.
- Multiband portable radios are ready to go, apart from a few counties MOU's for programming.
- Director Hickey advised that the staff would begin the teardown of the current office, the week after the TC Fair in preparation for the move to the new facility in August if all work stays on schedule.
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NEW BUSINESS

- Notice has been sent out to TC municipalities that they need to adopt by resolution the new 2026 Trumbull County Hazard Mitigation Plan.
- The new Trumbull County Resource Manual mobile app is in the final stages of creation and development, and should be ready for roll out in July 2026.
- Director Hickey provided the board with an explanation of the future increase in costs to the EMA for the installation of the wireless/internet systems and infrastructure at the future location of the TCEMA in Bazetta.
- Director Hickey reminded the board that this would be the final meeting at our current location, the board will take a recess in July & August, and we will be in the new building when we reconvene in September.
- Discussion concerning a requested tornado siren relocation in Farmington Township was held. Director Hickey advised this would be a Farmington Township Trustee matter to take up.

ANNOUNCEMENTS

The next regularly scheduled meeting will be on Thursday September 10, 2026 at 9:00 AM at the EMA Office located at 773 Everett Hull Road, Cortland, OH. 44410

ADJOURN

MOTION: J. Petruzzi made a motion to adjourn at 9:45 A.M.

D. Gladd seconded the motion.

6 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

JEH 6/12/2026