



## Trumbull County Emergency Management Agency Executive Board Meeting Minutes

**Date:** January 9, 2025

**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)	X	Admin. James Pantalone (R. Pace)
X	Commissioner Dennis Malloy	X	Mayor Deidre Petrosky
X	Director John E. Hickey (Non-Voting)	X	Trustee Jeff Tucker
X	Mayor Ben Kyle	X	Sheriff Mike Wilson
X	Trustee Ed Anthony	X	Chief Steve Craiger
X	Trustee Roger Peterson		

**Guests:** K. Kuryiatnyk, TCHMRT, T. Domes TCFIU, C. Eggleston, Warren Fire,  
D. Bobovnyic, TCSO, D. McDorman, TCSO, R. Stelk, TCEMA

Chairman E. Anthony called the meeting to order at 9:05 A.M.

Roll Call / Quorum present (10 Voting Members)

The Pledge of Allegiance recited.

Introductions of current board members to Sheriff Mike Wilson, and staff members present.

### APPROVAL OF PREVIOUS MEETING MINUTES

Chairman E. Anthony asked if there were any additions or corrections to the minutes of the November 21, 2024 executive board meeting as presented. There being none –

**MOTION:** *Motion made by Chief K. Nussle to approve the minutes of the November 21, 2024 meeting as presented.*

*Mayor D. Petrosky seconded the motion.*

(9) FOR (0) AGAINST (1) ABSTAIN (Malloy) **MOTION CARRIED**

### APPROVAL OF FINANCIAL REPORT & FINANCIAL MOTIONS

Director Hickey asked if there were any questions concerning the financial reports for January 1, 2024 – December 31, 2024 as presented. There being none –

**MOTION:** *Motion made by Mayor D. Petrosky to approve the January 1, 2024 – December 31, 2024 financial report as presented.*

*Trustee J. Tucker seconded the motion.*

(10) FOR (0) AGAINST (0) ABSTAIN **MOTION CARRIED**

APPROVED FEB 13 2025  
JEW

### **APPROVAL OF 2025 TCEMA OPERATIONAL BUDGET**

Director Hickey presented his proposed 2025 operational budget for the TCEMA, discussion followed. Chairman E. Anthony asked if there were any questions or concerns about the proposal. There being none –

**MOTION:** *Motion made by Mayor D. Petrosky to approve the 2025 TCEMA operational budget as presented by Director Hickey*

*Chief R. Pace seconded the motion.*

**(9) FOR**

**(0) AGAINST**

**(1) ABSTAIN** *(Malloy)*

**MOTION CARRIED**

### **EMA DIRECTOR'S OPERATIONAL UPDATE**

Director Hickey provided a written activity report for November/December 2024  
**(See Attachment)**

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

- Advised the board that EM Specialist Stelk will be attending a mandatory Introduction into Emergency Management class at the Ohio EMA on February, 25,26,27, 2025. I have authorized him to go down on the 24<sup>th</sup> and spend the night due to the unpredictability of the weather traveling down to Columbus in February.
- Director Hickey advised the board that he plans on attending the commissioner workshops and weekly meetings on a regular basis moving forward.
- Director Hickey advised that they have a full schedule of training opportunities in 2025. You can find a list of all trainings on the TCEMA website.
- EM Specialist Stelk provided an update on the County Resource Manual he has been working on. When completed, first responders will be able to access an app on their phone to have all types of information on an emergency scene right at their fingertips.
- Director Hickey reminded board members that the Annual EMA Advisory Board meeting will be held on Thursday January 23,2025 at 5:00 P.M.
- Director Hickey provided an update on the FEMA/BRIC grant award for completing a rewrite of our current Trumbull County Hazard Mitigation Plan.
- Director Hickey provided an update on the status of the TC Morgue operation currently located in the EMA garage. Discussion followed.
- Director Hickey advised that he is currently in the process of vetting potential vendors for the Trumbull County Emergency Alerts System. Our current contract with Inspiron/WENS is up on June 22, 2025.
- Director Hickey provided an update on the move of the Hazardous Materials vehicles over to the former Bazetta Fire Department located next to the fairgrounds. Director Hickey expressed his desire to make the move of the HazMat vehicles permanent, and turn the facility into a Special Operations facility, that would house the HazMat Team, TCFIU, Dive Team, Drone Team all under one roof. Lengthy discussion was held, and the board provided a verbal go ahead to the director to continue discussion with the TCSO and the TC Commissioners about his vision and plan.

## SPECIAL OPERATIONS GROUP

- **Hazardous Materials Response Team**
  - Written Report Submitted (**Attached**)
  - Provided update on vehicle relocation to the former Bazetta Fire Station by the fairgrounds.
  - Advised the TCHMRT responded to 15 calls for service in 2024. He advised that is a large response for an all-volunteer response team.
- **Fire Investigation Unit**
  - Written Report Submitted (**Attached**)
  - Advised that the training schedule for 2025 has been set.
- **Drone Team**
  - Conducted 6 drone deployments for assistance since the November meeting.
  - Looking to purchase an additional drone in the 1<sup>st</sup> or 2<sup>nd</sup> quarter of 2025.
  - Spoke with Sheriff Wilson about our continued partnership with the county drone program.

## LEPC

- Next regular meeting will be Tuesday January 14, 2025 at noon.
- Annual LEPC/SERC exercise will be held in conjunction with the statewide Health Department exercise on Thursday January 16<sup>th</sup>. It will be conducted at the TCEMA Emergency Operations Center.

## OLD BUSINESS

- Director Hickey reminded the board that the following board positions will be up for election due to term limits on the current members. Nominations and appointments will take place at the annual EMA Advisory Board meeting, that will be held on Thursday January 23, 2025 at the TCEMA.
  - Trustee (J. Tucker)
  - Mayor (B. Kyle)
  - Non- Elected (J. Pantalone)

## NEW BUSINESS

- Director Hickey, expressed his concern with the security of the current US Mail delivery to the EMA office. On multiple occasions mail has been delivered to the wrong agency, and even to a civilian. Director Hickey requested that the executive board provide him permission to secure a PO Box at the Main Warren Post Office. He advised that the annual cost of the PO Box will run between \$120.00 and \$188.00. He stressed again that this is a security issue, due to checks being mailed to his office.

**MOTION:** ***Motion made by Chief K. Nussle to approve Director Hickey to secure the annual use of a Post Office Box, located at the Downtown Warren Main Post Office. The annual cost of the PO Box will be \$188.00 per year.***

***Mayor D. Petrosky seconded the motion.***

**(10) FOR**

**(0) AGAINST**

**(0) ABSTAIN**

**MOTION CARRIED**

- Director Hickey asked the board if they felt any changes needed incorporated into the 2025 TCEMA bylaw update. No board members noted any changes, other than updating the new board members were needed. Director Hickey will present the updated bylaws at the February EMA Executive Board meeting for approval.

- Additional discussion was held concerning the temporary location of the TC Morgue. Mayor D. Petrosky and Commissioner Malloy commented on sharing of utilities and other services with the EMA while they are located in the garage. Director Hickey advised that he had discussion with Dr. D'Amico early on with the relocation concerning costs etc. At this point no costs of the relocation initially or ongoing have been incurred by the TCEMA office. The director advised that he would continue to monitor and communicate with the board, and Dr. D'Amico.

#### **ANNOUNCEMENTS**

**The next regularly scheduled meeting will be on February 13 2025 at 9:00 AM, at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.**

#### **ADJOURN**

**MOTION:   *Mayor D. Petrosky made a motion to adjourn.***

***Commissioner D. Malloy seconded the motion.***

**(10) FOR**

**(0) AGAINST**

**(0) ABSTAIN**

**MOTION CARRIED**

**Meeting Adjourned at 10:10 A.M.**

**01.09.2025**

*JEH*