



Trumbull County Emergency Management Agency Executive Board Meeting Minutes

Date: January 8, 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 (<i>K.Nussle</i>)	X	Chief Jay Holland
	Commissioner Dennis Malloy	X	Mayor Deidre Petrosky (<i>D.Rea</i>)
X	Director John E. Hickey (Non-Voting)	X	Trustee Dan Suttles
X	Mayor Ben Kyle (<i>R. Thompson</i>)		Sheriff Mike Wilson
X	Trustee Ed Anthony	X	Chief Steve Craiger
	Trustee Roger Peterson		

Guests: R. Stelk, TCEMA / K.Kuriatnyk, TCSOG / T.Domes TCSOG

Chairman Anthony called the meeting to order at 09:02 A.M.

Roll Call / Quorum Present (7 voting members present)

The meeting was advertised on the TCEMA website and in the Tribune Chronicle Agenda section on January 7, 2026.

The Pledge of Allegiance recited.

- *Chairman Anthony recognized the absence of board member Mayor Ben Kyle from the meeting due to being hospitalized from injuries suffered in a motor vehicle accident while on vacation at the beginning of the month. The board wishes Mayor Kyle a very speedy recovery, and our thoughts and prayers are with him and his family.*

APPROVAL OF PREVIOUS MEETING MINUTES

Chairman Anthony asked if there were any additions or corrections to the minutes of the October 9, 2025 regular meeting as presented. There being none –

MOTION: Motion made by J. Holland to approve the minutes of the October 9, 2025 regular meeting as presented.

D Suttles seconded the motion.

7 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

Chairman Anthony asked if there were any additions or corrections to the minutes of the November 13, 2025 regular meeting as presented. There being none –

APPROVED FEB 12 2026
[Signature]

MOTION: Motion made by S. Craiger to approve the minutes of the November 13, 2025 regular meeting as presented.

D. Rea seconded the motion.

7 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

APPROVAL OF INVOICES/FINANCIAL REPORT/FINANCIAL MOTIONS

Director Hickey asked if there were any questions concerning the financial report for the month of September 2025 as presented. There being none –

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

October – December 2025

Final January 1, 2025 – December 31, 2025 Expenditure Report

D. Suttles seconded the motion.

7 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

EMA DIRECTOR'S OPERATIONAL UPDATE

Director Hickey provided a written activity report for December 2025 (October & November reports will be included with this packet also)

(See Attachment)

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

- Continued work on the Trumbull County Resource Manual and App for First Responders.
- Worked on developing operation policies for the Trumbull County Special Operations Group.
- Submitted grant application agreement for HMEP Hazmat grant in the amount of 16,500.00, LEPC's 20% matching amount for the grant is \$ 2,750.00.
- Had a 50 amp plug installed at the former Bazetta Fire Station in order to plug the Command Post in there when needed for maintenance etc.

SPECIAL OPERATIONS GROUP

- **Hazardous Materials Response Team**
 - Phone consultation, one meeting & response to Newton Twp for a fuel oil spil.
- **Fire Investigation Unit**
 - Chief Domes resigned effectively 1/1/2026 as the Chief and from the team.
- **Drone Team**
 - Farmington for a missing male, I-80 MVA with victim that fled.(OSHP Request)
- **Rope Rescue**
 - No Report
- **Water/Dive Rescue**
 - Assisted with a vehicle recovery in the Mahoning River in Warren Township.
- **Mass Casualty Response Team**
 - No Report
- **Incident Management Assistance Team**
 - Conducted meeting concerning T-Card accountability use.
- **Mobile Command Post**
 - Continued with installation of equipment on unit.

LEPC

- Next regular meeting January 13, 2026 at the Trumbull County EMA.

- Trustee Bill Colletta resigned from the committee due to not running for reelection as Hubbard Township Trustee.

OLD BUSINESS

- Director Hickey provided an update of work in progress on the mobile command post:
 - 50 amp plug has been installed at the old Bazetta Fire Station in order for the command post to be placed over there and have maintenance done on the unit out of the elements.
 - 12 multi-band portable radios (UHF/VHF/MARCS) have been ordered, still awaiting delivery. Estimated delivery date of January 2026.
 - The internet router that will host Verizon, AT&T, T-Mobile and Starlink has been installed by TC IT and Hudson Communications. The Starlink antenna is awaiting delivery of a new mounting bracket for installation. It is due to arrive mid January.
 - 12 Chromebook cases, and a charging unit have arrived. We are still awaiting the back ordered Chromebooks. TC IT has advised that they will ship on January 22, 2026, for the EOC/Command Post.
 - The 55" touch screen monitor has arrived, and is awaiting installation.
 - A weather station is being researched, along with hazardous materials and air monitoring equipment for the unit.
 - Additional 360 degree camera for the extendable boom.
 - Will inquire with the commissioner's office to see what the possibility of using funds to train personnel to obtain Class B CDL. I would like to send 6 (mix of fire and TCSO) to get a CDL for the unit.
- Director Hickey provided an update to the current status of our Federal funding, specifically the EMPG grant for 2026. As of today's meeting, the grant funding amounts for 2026 have not been released to the county EMA's from Ohio EMA or FEMA.
- Director Hickey presented the TCEMA Final 2026 Operating Budget to the Executive Board for approval. **(Attached)**
 - An in-depth presentation was provided giving details concerning spending in each account, the 2025 carry over amount explanation, and future per-capita concerns as Trumbull County's population is projected to decline as we approach the 2030 census. Having a discussion held, K. Nussle was concerned about continued use of carryover funds each year. Director Hickey shared his concern.

Director Hickey asked if there were any questions concerning the 2026 Operational Budget for the Trumbull County Emergency Management Agency, there being none –

MOTION: Motion made by D. Rea to approve the 2026 TCEMA Operational Budget as presented to the board by Director Hickey.

J. Holland seconded the motion.

7 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

NEW BUSINESS

- Chief Thomas Domes submitted his letter of resignation as the Chief, and active member of the Trumbull County Fire Investigative Unit. Tom has recently been elected as a new trustee in Mecca Township and can no longer devote the time necessary to oversee the team. Director Hickey will meet with the Asst. Chief and Capt. Of the team to determine what the future path forward is for the team.

MOTION: S. Craiger made the motion to accept the resignation of Thomas Domes as the Chief, and member of the Trumbull County Fire Investigative Unit, effective January 1, 2026. The TCEMA Executive Board thanks Thomas for his 15 years of service and leadership on the TC FIU team.

D. Suttles seconded the motion.

7 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

- Director Hickey proposed to the board the idea of going to a schedule of having the executive board meetings every other month vs. every month. His concern was about achieving a quorum lately for meetings. D. Suttles felt that there is too much on the agenda each month to not meet monthly, discussion followed. It was determined that the current schedule would remain for now, with taking July and August off for summer recess.
- Director Hickey provided an update on the status of the 911 equipment for the mobile command post. He advised that he met with Director Bond this week and according to her there are issues with the compatibility of the equipment that was purchased for the command post and what will end up being functional. Director Hickey wanted to make sure that the board understood that the 911 equipment part was not under his responsibility of the command post purchase and he has not been involved with the securing or installation of any of those products, that is the sole responsibility of the TC 911 center.
- Director Hickey questioned the board members in attendance about the amount of information being provided to the board in between meetings, mainly via email. He advised that he did not want to ever overload the board with emails or information, but it is always his goal to keep them completely informed on all aspects of the agency, to include the schedule of the director. Chairman Anthony stated that the board is very happy with the amount of information being provided and there is no adjustments needed or requested from the executive board.
- Director Hickey advised that he will be on vacation from May 25, 2026 – June 7, 2026. He is requesting that the executive board allow EM Specialist Randy Stelk to increase his hours during that two week period to a 40 hour work week. Further discussion will take place at the February executive board meeting.
- Director Hickey reminded the board that there will be (2) trustee positions and (1) mayor position for a two-year appointment on the Executive Board in January. Trustee Roger Peterson, Trustee Ed Anthony, and Mayor Deidrie Petrosky are all term limited and cannot be reappointed, unless there are no other nominations at the advisory board meeting to fill their vacancies. If there are no nominations to fill the vacancies, according to our bylaws, then they can be re-appointed for another two-year term. **The annual mandatory EMA Advisory Board Meeting will be conducted on Wednesday January 28, 2026, at 6:30 P.M. at the EMA office.**

ANNOUNCEMENTS

The next regularly scheduled meeting will be on Thursday February 12, 2026 at 9:00 AM at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.

Note: We are moving it to the 2nd Thursday due to the Ohio Township Assoc. Annual Conference in Columbus during the first week of February.

The Trumbull County Emergency Management Agency Advisory Board Annual Meeting will be conducted on Wednesday January 28, 2026 at 6:30 P.M. at the EMA Office.

ADJOURN

MOTION: D. Rea made a motion to adjourn at 10:15 A.M.

J. Holland seconded the motion.

7 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

JER 01/09/2026