



Trumbull County Emergency Management Agency
Executive Board Meeting Minutes

Date: May 14, 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 (<i>J. Stevens</i>)
	Commissioner Dennis Malloy	X	Mayor Mark Zuppo (<i>J. Petruzzi</i>)
X	Director John E. Hickey (Non-Voting)	X	Trustee Dan Suttles
X	Mayor Ben Kyle		Sheriff Mike Wilson
X	Trustee John Dale	X	Chief Steve Craiger
X	Trustee Dan Gladd (<i>T. Domes</i>)		

Guests: K. Kuriatnyk TCSOG

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

Roll Call / Quorum Present (8 voting members present)

The meeting was advertised on the TCEMA website and the meeting announcement was also published on 5/13/2026 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 April 9, 2026 regular meeting as presented. There being none –

MOTION: Motion made by J. Dale to approve the minutes of the April 9, 2026 regular meeting as presented.

K. Nussle seconded the motion.

8 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

APPROVED JUN 11 2026
JED

APPROVAL OF INVOICES/FINANCIAL REPORT/FINANCIAL MOTIONS

- Director Hickey asked if there were any questions concerning the financial report for the month of April 2026 as presented. There being none –

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

J. Petruzzi seconded the motion.

8 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

EMA DIRECTOR'S OPERATIONAL UPDATE

Director Hickey provided a written activity report for April 2026 (See Attachment)

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

- Conducted multiple meetings with potential general contractors for the future EMA renovations.
- Conducted damage assessments in Bristol and Brookfield Townships following the 4/15/26 severe weather storms.
- Attended the bid opening meeting for the renovation project at the new EMA office.
- Attended multiple public events with the Mobile Command Post.
- All FY26 per-capita payments have now been received.
- Hosted the National Weather Service/Cleveland SkyWarn severe weather spotter class at Kent State Trumbull.
- Updates to technology and software on the mobile command post completed.
- EMPG Grant cash request reimbursement approved by the Ohio EMA in the amount of \$ 24,174.98 for January through March 2026.

SPECIAL OPERATIONS GROUP

- **Hazardous Materials Response Team**
 - Nothing to Report
- **Fire Investigation Unit**
 - Nothing to Report
- **Drone Team**
 - Warren City for missing juvenal, Brookfield & Bristol for storm damage assessment.
- **Rope Rescue**
 - Multiple trainings and a team meeting held.
- **Water/Dive Rescue**
 - Conducted team rescue training at Harding HS pool.
- **Mass Casualty Response Team**
 - Nothing to Report
- **Incident Management Assistance Team**
 - Conducted team training on WENS & IPAWS
- **Mobile Command Post**
 - Responded to Warren City with the drone team for a missing juvenile.

LEPC

- Conducted the regular committee meeting on Tuesday May 5, 2026
- Conducted the annual LEPC Chemical tabletop exercise at the MVSD facilities in Weathersfield. The type of emergency was a catastrophic chlorine leak at the facility.

OLD BUSINESS

- Director Hickey provided the following update to work being completed at the future EMA office in Bazetta.
 - Trailer parking area completed by the TC Engineer
 - General Contractor selected (Murphy Construction) for the renovation at the facility. The bid was awarded in the amount of \$ 395,750.00
 - New fencing to be installed around the trailer parking area around the end of June.
- Still will need quotes on the following items that are outside of the scope of work awarded in the bid package.
 - Parking lot sealing and striping.
 - Building signage and main entrance awning.
 - Technology relocation
 - Facility key fob system
 - Moving quote for furniture from current location to the new location
- EOC Chromebooks have arrived, and are currently being updated by TC IT.
- (12) multi band portable radios have arrived and are currently being programed by Hudson Communications.

NEW BUSINESS

- January – March 2026 EMPG grant cash was approved in the amount of \$24,174.98.
- The updated Trumbull County Hazard Mitigation Plan has been updated and is currently at the Ohio EMA for approval.
- Upcoming EMA/LEPC sponsored classes
 - Confined Space Rescue Class July 22nd ,23rd ,24th
 - EV Battery Emergency Class September 12th (Saturday)
 - FEMA Division Group Supervisor Class September 15th ,16th &17th
- We had to cancel the May ICS 300 class due to the government shutdown.
- Projects that Randy Stelk (EM Specialist) is currently working on
 - Created a standardized ID card for county SOG teams and various public safety departments
 - Developed a user manual and guides for operations in the mobile command post.
 - The county resource manual is complete, awaiting the app creation for it.
 - Creating a reference book for all of the MOU's that the TCEMA uses.
- Director Hickey recognized former board member and chairman, Trustee Ed Anthony for his years of service to the board. A engraved award was presented to him for his service.

ANNOUNCEMENTS

The next regularly scheduled meeting will be on Thursday June 11,2026 at 9:00 AM at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.

ADJOURN

MOTION: B. Kyle made a motion to adjourn at 9:48 A.M.

J. Petruzzi seconded the motion.

8 FOR 0 AGAINST 0 ABSTAIN MOTION CARRIED

JEH 5 /15/2026