



Trumbull County Emergency Management Agency Executive Board Meeting Minutes

Date: November 13, 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) | | Chief Jay Holland |
| | Commissioner Dennis Malloy | X | Mayor Deidre Petrosky |
| X | Director John E. Hickey (Non-Voting) | | Trustee Dan Suttles |
| X | Mayor Ben Kyle (R. Thompson) | | Sheriff Mike Wilson |
| X | Trustee Ed Anthony | X | Chief Steve Craiger |
| | Trustee Roger Peterson | | |

Guests: R. Stelk, TCEMA / K.Kuriatnyk, TCHMRT / T.Domes TCFIU ,
R. Zehentbauer, Ohio EMA

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

Roll Call / Quorum **NOT** Present (5 voting members present, 6 needed for quorum) Chairman Anthony advised that we will continue as an informational meeting only, with no votes, or action being taken. Any agenda items needing approval will be reintroduced at the January 8, 2026 board meeting for official approval.

The meeting was advertised on the TCEMA website and in the Tribune Chronicle Agenda section on November 13, 2025.

The Pledge of Allegiance recited.

APPROVAL OF PREVIOUS MEETING MINUTES

Minutes from the October 9, 2025 Executive Board meeting were presented for review. Due to lack of a quorum, they will be approved at the next meeting on January 8, 2026.

APPROVAL OF INVOICES/FINANCIAL REPORT/FINANCIAL MOTIONS

Director Hickey presented his October 2025 financial report to the board for review. Due to lack of a quorum, the report will be approved at the next meeting on January 8, 2026.

EMA DIRECTOR'S OPERATIONAL UPDATE

Director Hickey provided a written activity report for October 2025:

(See Attachment)

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

- Represented Trumbull County at the 70th Anniversary Celebration of the Ohio Turnpike in Berea.
- Working with the Ohio EPA and US EPA on the Superfund clean up site at the former Diversified Products site in Champion Township.
- Fiber Optic Internet lines have been run to the former Bazetta Fire Station by Spectrum. The process was already started prior to the project being halted by the commissioners. If

APPROVED JAN 08 2026
JEN

any entity such as the EMA or TCSO ever moves into the facility it will be ready for internet immediately.

- 2026 Per-Capita invoices were mailed out on November 4, 2025.
- EMA will be hosting an ICS 400 class on November 18th and 19th.
- Attended multiple community open houses and safety nights during October.
- Submitted EMPG reimbursement for July-September in the amount of \$ 16,775.00. Funds will not be released until the government shutdown opening process is complete.

SPECIAL OPERATIONS GROUP

- **Hazardous Materials Response Team**
 - Conducted team training class.
- **Fire Investigation Unit**
 - Called for 1 investigation.
- **Drone Team**
 - Multiple requests for response.
- **Rope Rescue**
 - Nothing to report
- **Water/Dive Rescue**
 - Conducted multiple training sessions with team members. Established account with TC Auditor to deposit fundraising money.
- **Mass Casualty Response Team**
 - Conducted training on MCI and new triage tag system for TC first responders.
- **Incident Management Assistance Team**
 - Conducted training meeting.
- **Mobile Command Post**
 - Assisted TCSO and BCI with an officer involved shooting in the City of Warren.

LEPC

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

OLD BUSINESS

- Director Hickey provided an update on the Hazard Mitigation Plan workshops that took place on November 5th and 6th at Kent State. He was very disappointed in the turnout of public officials for the meetings, the lack of participation and input in the plan will only hamper the county's ability to secure federal funding in the future when it will be needed most. We will proceed to develop the plan based on the information provided, and we will look for a draft copy to be presented sometime in February 2026.
- Director Hickey provided an update of work in progress on the mobile command post:
 - 50 amp plug has been installed in the EMA vehicle bay for charging purposes.
 - 12 multi-band portable radios (UHF/VHF/MARCS) have been ordered.
 - The internet router that will host Verizon, AT&T, T-Mobile and Starlink has arrived and is awaiting install by TC IT and Hudson Communications. This router will have the capacity to serve up to 500 devices.
 - 12 Chromebooks, cases, and a charging unit has been ordered for the EOC/Command Post.
 - The 55" touch screen monitor has been ordered.
 - A weather station is being researched, along with hazardous materials air monitoring equipment for the unit.

- Additional 360 degree camera for the extendable boom.
- Looking at the possibility of using funds to train personnel to obtain Class B CDL.

NEW BUSINESS

- Director Hickey presented the TCEMA (Proposed) 2026 Operating Budget to the Executive Board. (Attached to the Minutes) Some of the Highlights:
 - Emergency Management Preparedness Grant (EMPG) amount for 2026 has not been announced yet due to the government shutdown. I am projecting a 17% reduction, which has been the trend over the last 3 years. This would provide us with a grant of \$ 48,000.00. We still do not know moving forward how and if EMPG is going to be funded by the current administration. EMPG makes up 26% of the EMA budget.
 - Over \$30,000.00 was able to be saved by Director Hickey not taking the county healthcare benefits.
 - The TCEMA is projecting a \$236,937.30 carryover into 2026.
 - The approved budget for 2025 was \$ 237,550.00, and our projected expenditures will be \$194,974.95
 - The final budget will be presented and approved at the January 8, 2026 regular EMA Executive Board Meeting. All figures to include carryover will be exact for 2025 at that time.
- EM Specialist Stelk has completed the almost 500 page Trumbull County Emergency Management Resource Guide. This was something that was identified in the 2022 TCEMA Operational Evaluation Report as being a deficiency. Randy is to be commended for his hard work in creating this excellent resource that will be a great asset not only to the EMA, but to all of the first responders in Trumbull County.
- 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 January 8, 2026 at 9:00 AM at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483. There will be no December meeting.

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

Due to lack of quorum the meeting ended without the need for a motion or a second. No official business was conducted or voted on during this informational session for the members that were present.

J&H 11/13/2025