

TRUMBULL COUNTY EMERGENCY MANAGEMENT AGENCY
Executive Board Meeting Minutes

Date: December 2, 2021

Time: 9:00 a.m.

Place: EMA Office
640 N. River Rd., N.W. Unit B
Warren, OH 44483

Roll Call:

Mayor Doug Franklin (Chief Nussle)
 Commissioner Mauro Cantalamessa
 Mr. John E. Hickey
 Mayor Ben Kyle
 Trustee Ed Anthony
 Roger Peterson

James Pantalone
 Mayor Deidre Petrosky
 Trustee Jeff Tucker

Kevin Kuriatnyk, Steve Craiger, John Bizub, Dave Rea & Chuck Eggleston were also in attendance.

Chairman, Ed Anthony called the meeting to order at 9:00 A.M.

The Pledge of Allegiance was recited.

1. APPROVAL OF PREVIOUS MEETING MINUETS

Chairman Anthony asked if there were any additions or corrections to the minutes of the October 7, 2021 meeting as presented. There being none -

MOTION: A motion was made by James Pantalone to approve the minutes of the October 7, 2021 meeting as presented.
Roger Peterson seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

2. APPROVAL OF INVOICES & FINANCIAL REPORT

Chairman Anthony asked if there were any questions concerning the invoices that were submitted for payment from October 8, 2021 Through December 2, 2021. There being none

MOTION: A motion was made by Jeff Tucker to approve the purchase orders for:
Printers Edge EMA Vehicle Decals \$ 740.00
CDW Docking Unit & Monitors \$ 571.23
Roger Peterson seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

MOTION: A motion was made by Deidre Petrosky to accept (3) Phases of EOC/Classroom upgrades presented by Director Hickey. See attached documents for explanation.

James Pantalone seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

MOTION: A motion was made by Deidre Petrosky to approve Director Hickey to move forward with Phase I EOC/classroom upgrades in the amount of \$16,740.00, with work being conducted by Valley Electric (VEC) of Girard Ohio. This quote was obtained by the Trumbull County IT department for the EMA Director. In January 2022 funds will be transferred into the appropriate account(s) to cover the cost of the project.

Roger Peterson seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

3. EMA DIRECTORS OPERATIONAL UPDATE

Director Hickey provided a written report: See Attachment

- A review of the proposed 2022 budget was conducted.
- A brief overview submitted directors report was conducted.
- A review of the 2022 Per Capita payments was conducted.

4. HAZMAT

- 0 calls/request for assistance
- Conducted 1 meeting with personnel.
- Members participated in an 8-hour technician refresher.
- Met with Director Hickey concerning needs and expectations.

5. FIRE INVESTIGAVE UNIT

- 0 calls for assistance
- Conducted 1 meeting with personnel.
- Met with Director Hickey concerning needs and expectations.

6. LEPC

- Meeting was held October 12, 2021
- Michael Kerr resigned as Chairman
- Director Hickey attended Ohio Fall LEPC Conference via Zoom.
- Next Meeting January 11, 2022 at noon.

7. OLD BUSINESS

- Director Hickey provided an update of the proposed bylaws. Members were given a draft document that will be presented in January 2022 for approval from the board after the Trumbull County Prosecutors Office makes final revisions. Discussion was held concerning the current bylaws.

8. NEW BUSINESS

- David Rea recommended to Director Hickey that he include video capabilities for making public service announcements as part of his proposed phase II recommendations.
- Director Hickey presented a quote for moving communications equipment from FIU/LEPC office into the supply/copy room. Discussion followed and a determination was made that it will be reviewed and placed as a motion at the January 2022 Executive Board meeting.
- Discussion was held concerning the \$500.00 approval amount for the director to spend without prior approval from the board. Director Hickey would like to revisit this at the January 2022 Executive Board meeting.
- Director Hickey asked the board to consider allowing him to search for a used/new vehicle for him that will fit the mission needs such as towing and 4WD. Currently the 2014 Ford Escape does not have towing capability or 4WD. Discussion followed and Chairman Anthony advised Director Hickey to seek out vehicle and quotes that will be looked at in 2022.
- Roger Peterson and Deidre Petrosky both recommended to Director Hickey that he speak to the auditor’s office to inquire if a line item identified as Misc./Contingency in order to have funds immediately available in an emergency. Director Hickey advised he will look into it and report back at the January 2022 Executive Board meeting.
- Jeff Tucker thanked Director Hickey for the information that was provided to the board, specifically the proposed 2022 budget information.

9. ANNOUNCEMENTS

- Director Hickey advised that he will be out of town on December 9th & 10th attending the Ohio Emergency Management Association Winter Conference in Columbus.

10. ADJOURN

MOTION: Deidre Petrosky made a motion to adjourn.
Jeff Tucker seconded the motion.

FOR 6 AGAINST 0 ABSTAINED 0 MOTION CARRIED

The next regular meeting will be on January 21, 2022 at 9:00 A.M. at the EMA Office located at 640 N. River Road N.W., Warren, OH 44483.