

**SUMMIT COUNTY EMERGENCY MANAGEMENT
EXECUTIVE COMMITTEE
August 20, 2009**

MEMBERS PRESENT

Mayor Al Bollas, Chairperson (P)
Larry Bunner (P)
Rick Racine (P)
George Romanoski (P)
Dale Panovich (P)
Rick Dobbins (P)
Jill Skapin (P)
Valerie De Rose (P)
Heidi Swindell (A)

MEMBERS ABSENT

Mike Kallai (P)
Bill Holland (P)
Fred Zuch (P)

ALTERNATES, GUEST AND STAFF

Rob Ross (A)
Lori Pesci (S)
Bob Scarlatelli (G)
Tommy Smoot (S)
Daniel Stimmel (S)
Gene Nixon (G)
Jill Adams (S)
Dan Pellegrini (S)
Carly Lange (S)

The meeting of the Summit County Emergency Management Executive Committee was called to order, by Chairperson Bollas, on Thursday, August 20, 2009 at 10:00 am, in the Summit County Emergency Operations Center, Akron Municipal Building, 166 South High Street, Akron, OH 44308.

APPROVAL OF MINUTES

Chairperson Bollas reviewed the minutes from the June 18, 2009 meeting.

Ms. Panovich made a motion to approve the June 18, 2009 minutes; Ms. Skapin seconded the motion. The motion passed unanimously by voice vote.

CHAIRPERSON'S COMMENTS AND COMMUNICATIONS

Chairperson Bollas reviewed the letter sent from the Summit County Sheriff's Office, naming Inspector Bill Holland as the primary representative of the Emergency Management Executive Committee with Lt. Brad Whitfield as the alternate representative, due to the retirement of Chief Steve Finical.

OLD BUSINESS

800 MHz Administrator New Hire

Mr. Dobbins explained that the Owners Committee recently completed the final job description for the Summit County 800 MHz Regional Radio System Administrator.

Mr. Dobbins stated that the position has been posted within the County and the City, as well as in two publications. Applications are due September 15, 2009.

The County of Summit Department of Human Resources will be collecting the applications and will compare them to the job descriptions. All applications will then be provided to the Owners Committee for review and interviews.

2009 Strategic Planning Retreat

Ms. De Rose stated that the upcoming Strategic Planning Retreat for the Domestic Preparedness Task Force and the Emergency Management Executive Committee is scheduled for September 30 thru October 2, 2009.

Ms. De Rose distributed the necessary forms to attend the Retreat. She requested the Hotel Form be returned as soon as possible for anyone planning to attend.

Emergency Management Agency Grant

Ms. De Rose stated that it is necessary to begin the Emergency Management Agency Grant process for 2010. She suggested that the Grant Criteria Subcommittee reconvene to review the criteria and grant application prior to sending out the Grant Packets.

Mr. Dobbins stated that Ms. Skapin suggested the possibility of offering the ability to fund a project over more than one year.

Ms. Panovich mentioned the concern of eliminating projects that potentially could have other funding options available.

It was determined that the Grant Criteria Subcommittee, made up of Jill Skapin, Dale Panovich, Chief Racine and Valerie De Rose, would meet on September 10, 2009 at 10:00 am in the Emergency Operations Center, to review the grant documents.

NEW BUSINESS

Communications Annex

Ms. De Rose reviewed the Communications Annex of the Summit County Emergency Operations Plan. She reviewed the recent changes to the Annex, looking for adoption

into the EOP.

Mr. Romanoski made a motion to approve the updated Communications Annex of the Summit County Emergency Operations Plan; Ms. Panovich seconded the motion. The motion passed unanimously by voice vote.

Summit County Health District Report

Mr. Gene Nixon, Health Commissioner of the Summit County Health District reported on the impending H1N1 Pandemic Influenza outbreak. He stated that the H1N1 virus is a real threat to the community.

Mr. Nixon reported that the Summit County Health District has hyped up planning and preparedness efforts throughout Summit County. They are currently implementing influenza education, vaccine distribution, community outreach and surveillance.

The Summit County Health District is currently utilizing the Medical Reserve Corp within Summit County, a volunteer organization of nurses to implement flu clinics and community outreach, as well as working in conjunction with the Akron Health Department and the Barberton Health District to ensure consistency across the county.

Mr. Nixon stated that the Summit County Health District has provided significant information and education resources available on their website, www.summitflu.org.

Ms. Skapin recognized the Summit County Health District for the job communicating appropriate information regarding to the flu, to the right people.

Mr. Nixon stated that the Health District has assigned one person to manage all of the notification lists, to ensure that the right people are receiving the information.

Ms. De Rose invited Mr. Nixon to begin attending the Emergency Management Executive Committee meetings regularly.

EMA AND SUBCOMMITTEE REPORTS

Emergency Management Agency Report

Ms. De Rose reported that the Emergency Management Agency intends to be involved in the Lebron James Bike-a-thon next year.

Ms. De Rose stated that Jaci Stein of the Department of Communications has been working with Emergency Management to provide 9-1-1 education a the Safety Town programs across the county.

The Summit County Citizen Corp Council is scheduled to meet on September 21, 2009. Executive Pry intends to chair that meeting. The Emergency Management Agency is working with the Summit County Health District to apply for a grant to further support the Citizen Corp program.

Jill Adams has been visiting all County offices to provide severe weather training.
SCEMEC Meeting, 08/20/09

Mr. Smoot stated that he recently completed a train-the-trainer program to provide NIMS training. He reported that an ICS-300 Course will be offered September 13-15, 2009 and an ICS-400 Course will be offered September 23-24, 2009.

Mr. Smoot stated that he would distribute the ICS Class requirement breakdown that was created previously.

Ms. De Rose reported that the NIMSCast requirement for the county was completed last week. She plans to work with Heidi Swindell of the Engineer's Office to determine who needs which classes.

Ms. De Rose stated that the Emergency Management Agency will be participating in a weather radio promotion at the Walgreens in Fairlawn, with Channel 19 News.

Ms. De Rose reviewed the upcoming all-hazard planning workshop that will be held on October 30, 2009 for senior citizens within Summit County. This workshop will be sponsored by the Emergency Management Agency, the Summit County Health District and Area Agency on Aging.

Ms. De Rose stated that she is scheduled to attend the Ohio Emergency Management Agency EOC Interface Course. Ultimately, Summit County hopes to provide this training locally.

Ms. De Rose reviewed the upcoming training that will be held for first responders in Summit County. This training will review the current recommendations for personal protective equipment for first responders, with regard to the H1N1 influenza.

Mr. Stimmel reported that he recently attended a seminar on the Basic Ops Center provide by the State. He stated that currently there is no interface for Basic Ops Center and WebEOC. There may be a possibility to work with the State to develop capabilities for an interface between the two programs.

Mr. Stimmel stated the Emergency Management Agency is working to review the current Mass Casualty Plan for NIMS compliance.

Mr. Smoot reviewed the current communities that are yet to begin to use WebEOC for typing of equipment.

Mr. Smoot stated that he intends to begin to work with the health departments and hospitals to integrate their resources into WebEOC.

Ms. De Rose reviewed the upcoming Child Abduction Response Team drill that will take place on October 28, 2009. The drill will be a mock abduction that will take place in the City of Stow.

Ms. Skapin inquired about the plans for an upcoming Public Information training.

Ms. De Rose stated that the grant funding to support the Public Information training has recently been released. The Emergency Management Agency will now move forward

with scheduling the training.

800 MHz Radio System Report (Scarlatelli)

Mr. Scarlatelli reported that there have been no major outages within the 800 MHz System. He stated that there have been few day-to-day problems, however these are transparent to the users.

Mr. Scarlatelli reported that raccoons are burrowing into a radio tower attic. The concern is that the raccoons will begin to chew through the antennae feed lines.

Mr. Scarlatelli stated that a User Agreement with the University of Akron is in the process of being signed. The agreement has been executed by the City of Akron and provided to the County for signature.

Mr. Scarlatelli stated that he is also working with PPG, which has expressed interest in joining the System.

Mr. Scarlatelli reported that Summit County is working on the final phase of the rebanding project. The frequency reassignment phase is currently being implemented.

Mr. Scarlatelli stated that considerable progress has been made over the past two weeks. He anticipates the project to conclude within twelve months of the final documents being signed.

Mr. Scarlatelli expects all documents to be executed by the next Emergency Management Executive Committee meeting.

Chairperson Bollas inquired about that status of funding for the two additional towers.

Mr. Romanoski stated that discussion will take place at the upcoming Strategic Planning Retreat.

Information Sharing Subcommittee (Pesci)

Ms. Pesci stated that the Division of Public Safety is continuing to work with the law enforcement agencies throughout Region 5 to participate in the iLincs program, sponsored by the FY07 Law Enforcement Terrorism Prevention Program grant.

Domestic Preparedness Program (G. Romanoski)

Mr. Romanoski reviewed the upcoming Strategic Planning Retreat for the Domestic Preparedness Task Force. He stated that pending purchases will also be part of the agenda for the Retreat.

Incident Management Assistance Team (D. Calderone)

Ms. De Rose stated that the Emergency Management Agency is currently working to secure necessary equipment for the Incident Management Assistance Team trailer.

Ms. De Rose stated that the Emergency Management Agency is working to review course completion to evaluate the personnel on the Incident Management Assistance Team.

GOOD OF THE ORDER

Chairperson Bollas reviewed the article in the Akron Beacon Journal regarding Jones Chemical in Barberton. There was further discussion regarding Jones Chemical as an Extremely Hazardous Substance Facility, under the Summit County Local Emergency Planning Committee.

Ms. Skapin suggested sending a letter to Chief Finical, thanking for his time on the Emergency Management Executive Committee and congratulating him on his retirement.

Chief Bunner inquired about the time change for the meeting. No movement has taken place at this time.

NEXT MEETING

Chairperson Bollas stated that the next meeting is scheduled for **Thursday, October 15, at 10:00 a.m., in the Emergency Operations Center, Akron Municipal Building – Basement Level, 166 South High Street, Akron, OH 44308.**

ADJOURNMENT

Chief Bunner made a motion to adjourn; Ms. Panovich seconded the motion. The motion passed unanimously by voice vote. The meeting was adjourned at 11:12 a.m.

Respectfully submitted,

Emergency Management Agency

/cml

cc: File