

**SUMMIT COUNTY EMERGENCY MANAGEMENT
EXECUTIVE COMMITTEE
October 15, 2009**

MEMBERS PRESENT

Mayor Al Bollas, Chairperson (P)
Larry Bunner (P)
David Calderone (P)
George Romanoski (P)
Rick Dobbins (P)
Mike Kallai (P)
Valerie De Rose (P)
Fred Zuch (P)
David Kish (A)

MEMBERS ABSENT

Gus Kabbara (P)
Bill Holland (P)
Dale Panovich (P)

ALTERNATES, GUEST AND STAFF

Lori Pesci (S)
Tommy Smoot (S)
Gene Nixon (G)

The meeting of the Summit County Emergency Management Executive Committee was called to order, by Chairperson Bollas, on Thursday, October 15, 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 August 20, 2009 meeting.

Mr. Dobbins made a motion to approve the August 20, 2009 minutes; Chief Kallai seconded the motion. The motion passed unanimously by voice vote.

CHAIRPERSON'S COMMENTS AND COMMUNICATIONS

Chairperson Bollas thanked everyone for attending the Annual Strategic Planning Retreat. He thanked the Emergency Management Agency for the time and effort towards preparing for the Retreat.

Ms. De Rose reviewed a letter sent from the Summit County Fire Chief's Association naming Chief David Calderone as the primary for the Emergency Management Executive Committee and Chief Bob Carter as the alternate for the Emergency Management Executive Committee.

OLD BUSINESS

800 MHz Administrator New Hire

Mr. Romanoski stated that the 800 MHz System Administrator job posting generated three applications. One candidate withdrew the application and one candidate clearly does not have the necessary qualifications.

Mr. Romanoski reported that with only one candidate, the Owners have approached Motorola for a proposal as the System Administrator.

Motorola provided an initial proposal at \$200,000.00 to provide full time support. A second proposal was received at \$115,000.00 for twenty hours a week. It is necessary for the Selection Committee to review the second proposal.

Mr. Romanoski stated that Motorola currently provides System Managers for three other counties in Ohio.

Mr. Zuch asked if anyone has spoken with the other counties to determine if they are satisfied with Motorola's services.

Mr. Romanoski stated that Ms. Skapin is currently researching those other counties.

Chief Calderone stated that he is scheduled to meet with a representative from Lucas County and is hoping to get more information.

Mr. Zuch stated that the hiring of Motorola as the System Administrator may solve the current concerns of redundancy.

Mr. Romanoski reported that Motorola was intending to submit a separate proposal regarding the completion of the rebanding project in Summit County. Motorola has stated that it would be a conflict of interest to provide rebanding support, as Motorola is currently supplying the equipment in the rebanding project for Summit County.

Mr. Romanoski stated that Summit County will continue to work towards the completion of the rebanding project.

Mr. Zuch asked how the rebanding project has been going at this point.

Chairperson Bollas reported that Mr. Scarlatelli has been working month-to-month, focusing on rebanding.

Mr. Dobbins stated that Mr. Scarlatelli's contract will be up on October 31, 2009. It would be necessary to go back to County Council for approval to extend Mr. Scarlatelli's contract.

Mr. Romanoski stated that he has asked Mr. Scarlatelli to consider extending the contract, solely to complete the rebanding project.

Mr. Scarlatelli has not provided an answer regarding his interest in extending his

contract.

Mr. Zuch asked who would fulfill the current System Administrator duties if the position is not immediately filled.

Mr. Romanoski stated that the City of Akron will provide technical support and the County of Summit will provide administrative support.

Chief Kallai stated that the rebanding project could potentially continue into the middle of next year.

Mr. Romanoski stated that Mr. Scarlatelli anticipates the project to last approximately 18 months, but he hopes to turn the project over to Akron Communications Division some time after the first of the year.

Mitigation Plan

Chairperson Bollas inquired about the number of communities that have adopted the Mitigation Plan and returned the legislation.

Ms. De Rose stated that she is unaware of the exact number that has been received,

Ms. De Rose stated that the legislation will be forwarded to Ohio Emergency Management Agency.

It is necessary for the plan to be revised again in 2010.

Emergency Management Agency Grant

Ms. De Rose reviewed the Emergency Management Agency Grant Review Subcommittee meeting. The grant packets were distributed for review.

Chief Calderone reviewed the revisions that were made to the current grant application packet. He stated that the Intent to Apply and the Review and Selection Guidelines were added to the grant application packet.

Chief Calderone stated that it is necessary to include a Schedule of the Grant Application process.

Once the Schedule is completed, it will be sent out to the Emergency Management Executive Committee for review, with the goal to adopt the new grant procedure at the December meeting.

Mr. Nixon inquired if the Emergency Management Executive Committee has the authority to modify the award amount.

Chief Calderone stated that within the Review and Selection Guidelines, it is should be noted that the Emergency Management Executive Committee has the authority to modify any award amount.

Mr. Nixon suggested that the Review and Selection Guidelines should include “general population or other population indentified” under number one.

The final draft of the grant application packet will be reviewed and distributed at the December meeting.

NEW BUSINESS

Basic Plan

Ms. De Rose stated that the Emergency Management Agency is currently in the process of reviewing the Summit County Emergency Operations Plan. She stated that every annex will be reviewed and then brought to the Emergency Management Executive Committee for approval and adoption into the Emergency Operations Plan.

The Basic Plan Annex Revisions were sent out the Emergency Management Executive Committee electronically for review.

Ms. De Rose stated that comments were received by Chief Calderone via e-mail.

Chief Calderone briefly reviewed his suggestions for the Basic Plan.

Chief Calderone stated that he would provide suggestions for wording for the changes. The suggestions will be distributed electronically to the Committee for review.

Ms. De Rose stated that she is looking to approve two annexes at the December meeting.

“Managing the Media” Course – November 16, 2009

Ms. De Rose stated that the Emergency Managing Agency is hosting a “Managing the Media – Crisis Communications” Course on November 16, 2009.

She stated that the training is a county-wide training and all disciplines in Summit County will be represented.

Ms. De Rose stated that she is working with Jill Skapin and Donna Skoda to develop a table-top exercise to then review and implement the training.

EMA AND SUBCOMMITTEE REPORTS

Emergency Management Agency Report

Mr. Smoot reviewed the WebEOC presentation that was provided at the Strategic Planning Retreat. He stated that he will begin working with public health and hospitals to input information into WebEOC.

Ms. De Rose stated that the County of Summit has adopted and implemented a “Cost Saving Day Policy,” requiring County employees to utilize thirty-two hours of cost saving

time throughout the remainder of 2009.

Ms. De Rose stated that in light of the “Cost Saving Day Policy,” the Emergency Management Agency will ensure that there are two employees on-duty at all times, during the H1N1 Influenza pandemic.

Ms. De Rose reported that the Summit County Fire Chief’s Association Communications Subcommittee is looking into the WENS program.

Ms. De Rose mentioned that the Emergency Management Agency may support a notification system county-wide.

Chief Calderone recommended the consideration of the notification component of the WENS program, as the Reverse Alert system has some limitations.

Chief Kallai stated that community notification is a major component of the WENS program.

Mr. Romanoski reinforced the need for a county-wide program.

Chief Kallai offered to be part of any communications subcommittee evaluating systems for county-wide use.

Ms. De Rose briefly reviewed the upcoming exercises that the Emergency Management Agency will be participating in:

October 13, 2009 – All-Hazards Planning Workshop for Senior Citizens

October 28, 2009 – Child Abduction Response Team Drill

Ms. De Rose stated that an Exercise Subcommittee will be developed to include all disciplines, to ensure that everyone is notified of all upcoming exercises.

Ms. De Rose stated that on November 15, 2009 there will be a press release for Ohio Winter Safety Awareness.

Ms. Lange reviewed the grant presentation that was provided at the recent Strategic Planning Retreat. The presentation provides all information regarding the open Homeland Security grants through the Emergency Management Agency.

Ms. Lange reported that the Domestic Preparedness Task Force will be asked to vote at their next meeting, November 6, 2009, on how to spend the remaining funding from the FY07 Homeland Security and Metropolitan Medical Response System grants. These grants close March 31, 2010.

It was requested that the Domestic Preparedness Task Force meeting information be forwarded to the Emergency Management Executive Committee as well.

Summit County Health District Report (Nixon)

Mr. Nixon reported that the Summit County health departments received the first shipments of the flu mist vaccine yesterday, October 14, 2009. The health departments
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will be offering the initial vaccines to first responders in Summit County tomorrow, October 16, 2009.

Mr. Nixon stated that antivirals and personal protective equipment from the Strategic National Stockpile (SNS) have been delivered to the Summit County drop site. The (SNS) will remain stocked, as needed.

Mr. Nixon reported that the Summit County Health District Influenza Phone Bank is currently activated. There are also several influenza resources available at www.summitflu.org.

Mr. Nixon reported that there has been a significant rise in cases in Summit County. Currently, there are twice as many people being seen in the emergency rooms, compared to this time last year.

Mr. Nixon stated that each school district in Summit County has agreed to provide a location for one H1N1 Vaccine Clinic. These clinics have not yet been scheduled; the clinics are pending further information from the Ohio Department of Health. The Summit County Health District is prepared to begin scheduling the clinics as early as next week. The Summit County Sheriff's Office has agreed to provide security at the clinics, if needed.

Mr. Nixon reported that Medical Reserve Corp volunteers are being utilized significantly with the clinics.

800 MHz Radio System Report (Scarlatelli)

Mr. Romanoski provided a brief report of the 800 MHz Radio System, as Mr. Scarlatelli was unable to attend the meeting.

Mr. Romanoski stated that there have been no major outages since the last meeting.

Mr. Romanoski stated that the rebanding project is continuing to move forward; however there has been a recent two to three week delay by Sprint-Nextel.

Mr. Romanoski stated that the raccoons have been captured at the Longstone Tower; however there has recently been cooper theft at the Longstone Tower.

Ms. Pesci distributed a list of the communities that have returned an executed copy of the new User/MAC Agreement for the Summit County 800 MHz Regional Radio System.

Mr. Dobbins requested that the Committee remind other communities to return the agreements.

Chairperson Bollas stated that he would mention the pending agreements at the next Mayor's Association meeting. He suggested that Jim Nelson be contacted to address the pending agreements at the next Township Trustees Association meeting.

Domestic Preparedness Program (G. Romanoski)

Mr. Romanoski thanked everyone that attended the recent Strategic Planning Retreat. He stated that there was great participation at the Retreat.

Mr. Romanoski stated that there was significant discussion at the Retreat regarding Communications, Sustainment and Vulnerable Populations. It was determined that there is a significant need for training relating to all three of the issues.

Mr. Romanoski reported that no solution was developed for any of the gaps determined at the Retreat. The Domestic Preparedness Task Force will continue to move forward.

Incident Management Assistance Team (D. Calderone)

Chief Calderone stated the Chief Benson, Dan Stimmel and himself attended an ICS EOC Interface Course that was offered in Columbus. Chief Calderone has received the trainer certification to offer this course in Summit County.

Chief Calderone reported that the State is beginning to offer position-specific training. He stated that COM-L is now very strong throughout Summit County.

Citizen Corp Council (De Rose)

Ms. De Rose stated that the Summit County Citizen Corp Council is active again, as a meeting was held on September 21, 2009. Another meeting will be scheduled soon to review by-laws. It is necessary to address the quorum numbers for the Council.

Mr. Stimmel is working to contact each member to determine if there is still interest in participating.

GOOD OF THE ORDER

Chairperson Bollas recognized that this meeting is Mr. Romanoski's last meeting, as he retiring November 16, 2009.

Mr. Romanoski thanked everyone's professionalism and support of the emergency management system in Summit County. He stated that he was the Chair of the Committee when the first Emergency Operations Plan was written and he has learned a lot over the years.

Mr. Zuch recognized Mr. Romanoski laying the foundation for the Summit County 800 MHz Regional Radio System.

NEXT MEETING

Chairperson Bollas stated that the next meeting is scheduled for **Thursday, December 17, at 10:00 a.m., in the Emergency Operations Center, Akron Municipal Building – Basement Level, 166 South High Street, Akron, OH 44308.**

ADJOURNMENT

Respectfully submitted,

Emergency Management Agency

/cml

cc: File