

SCSORT EXECUTIVE BOARD MINUTES

January 23, 2001

Board Member

Dr. David Hoover
Chief Jim Paulett
Annette Petranic
District Chief Marcus Moore
Chief Steve Groves

Members Absent

Staff/Guest

Lt. Fred Jackson (G)
Sharon Ulman (S)
Mike Oberuch (S)

The meeting of the Summit County Special Operations Response Teams (SCSORT) Executive Board was called to order, in Chairperson, Dr. David Hoover's absence, by Chief Steven Groves, on Tuesday, January 23, 2001, at 1:50 p.m., in the Emergency Operations Center, 166 South High Street, Akron, Ohio 44308.

CHAIRPERSON'S COMMENTS AND COMMUNICATIONS

Chief Groves stated the correspondence for the Board's review was a letter from Warren Fire issuing a user advisory with their SCBA equipment, a copy of which is attached hereto. A flier was received regarding training opportunities in Las Vegas. Courses included are Hazardous Materials, Transportation, Incident Command, Chief Officer and Anti-Terrorism.

Chief Groves reviewed a bill, in the amount of \$175.00, from Brandon Heating and Cooling. Ms. Petranic stated this bill was brought before the Board due to questions as to whether this service contract is to be continued. Chief Groves answered this item is on the Blue Sheet.

Chief Groves stated a faxed accident report, along with digital photos had been received from the Twinsburg Fire Department, a copy of which is attached hereto. This results from damage, from a snowplow, done to the HazMat trailer on December 17, 2000. The repairs to this trailer are listed on the Blue Sheet.

A letter from Dr. McMullen was presented to the Board for approval of her travel expenses to the NFPA HazMat Conference on May 7-8, 2001, a copy of which is attached hereto.

District Chief Moore made the motion to approve Dr. McMullen's travel expenses; Chief Paulett seconded the motion. It passed unanimously by voice vote.

At 1:58 p.m., Chairperson Dr. David Hoover, joined the meeting already in progress.

Chief Paulett made the motion to approve the minutes of November 29, 2000 as mailed; District Chief Moore seconded the motion. It passed unanimously by voice vote.

HAZ-MAT DIRECTOR OF OPERATIONS REPORT

Chief Groves presented the Haz-Mat Director of Operations Report.

Chief Groves stated a notation should be made in the minutes, although no documentation has been received, that Mike Sasanek, Fairlawn Fire Department, requested a leave of absence.

Chief Paulett commented Mr. Sasanek is a full-time firefighter for the Fairfield Fire Department and has doubts he will be returning.

Chief Groves spoke briefly on the 2001 Training Schedule. Chief Groves stated January's training session would consist of Weapons of Mass Destruction-chemical detection emergencies. February's training will deal with Weapons of Mass Destruction training-biological detection/personal protection. The April meeting is tentatively scheduled to be a SOG meeting. Chief Groves reiterated this is a tentative meeting.

Chief Groves briefly informed the Board of the repairs and maintenance that needs to be done or has been performed. Unit 3816 went to Fire Truck Specialties in Lodi for repairs to the serpentine belt. It was determined the belt was fine. However, there were some discrepancies regarding the tensions on the belts. It was suggested that a tension tool be purchased in order to avoid these types of problems in the future. The air brake drying system has also been repaired on this unit.

Dr. Hoover inquired if surplus serpentine belts were available. Chief Groves responded affirmatively. He also added this belt information would be passed along to Akron Fire Department's Maintenance, as they are the ones who repair the belts on unit 3816. At this point, Chief Groves would not recommend buying a tension tool, as there is a chance that Akron Fire Department's Maintenance already has one.

Chief Groves stated the generator for the Decon trailer has been ordered and should be delivered to R & R Mack Truck for installation, possibly the week of January 29th.

Under the PPE, Chief Groves stated he has learned from EMA that the SCBA bids were opened this morning. He asked Mr. Oberuch or Ms. Petranic if they wanted to comment on this matter.

Ms. Petranic stated there was a wide variety of bids placed for the Self-Contained Breathing Apparatus. The lowest bid was \$24,000 and the highest bid was \$42,000. She should have an answer regarding which company has received the award for the bid in time to notify the Board at the next meeting.

Dr. Hoover stated he would contact Jesse Mann to gauge his progress with the SOG changes. Mr. Mann's answer will determine if there is an SOG meeting in April.

Regarding communications, Chief Groves stated 2 cell phones have been received but the actual task of acquiring cell phones for Unit 3816 has not been accomplished. Paul Amonett is going to meet with the vendor to resolve this matter.

Dr. Hoover asked if these phones are on the new contract. Ms. Petranic answered affirmatively. She added because the cell phone company is giving digital phones, they are having a hard time finding a compatible connection for the fax machine.

Chief Groves stated the radio problem in the vehicle needs to be addressed. He added a proposal should be ready next month.

Chief Groves stated he wasn't sure who is paying for repairs to the trailer that was damaged by a snowplow at Twinsburg Fire Department. He has received no indication that Twinsburg would be paying the repair bill. Ms. Petranic stated she would call Twinsburg.

Chief Groves stated the next Zone Coordinators meeting is scheduled for February 19, 2001, at the Bath Fire Department.

Chief Groves read some of the items that are being placed on the Blue Sheet, a copy of which is attached hereto. These items include four (4) sked stretchers, renewing the Brandon Heating and Air Conditioning contract, six (6) packages of Spillfighter identifier pads, battery connection for radiation meter 450B, replacement sensodite tubes, back-up set of non-sparking tools, six (6) 8' grounding rods, one (1) fence post driver, three (3) sets of windshield wipers, TMX 412 sensors and batteries, and one (1) general Office Max purchase order for research supplies.

Ms. Petranic stated the supplies must be purchased from US Office Products.

At the last Zone Coordinators meeting, Mr. Oberuch stated it was discussed that HazMat team members should have photo ID packets made that include their names, medical information, etc. If a member would happen to become ill, you could open the packet and have an EKG reading ready for the doctor immediately. A copy of the sample is attached hereto.

Ms. Petranic asked how much this would cost. Mr. Oberuch replied this is a program that Franklin Township Fire Department has implemented and the cost is only for paper and the photo.

Chief Paulett added the biggest cost is to have the photo ID laminated.

Chief Groves asked Ms. Petranic if EMA or Office Services could do laminating. Ms. Petranic answered EMA could do it through Office Services.

Chief Paulette stated everyone should receive a twelve-lead for his or her EKG machine.

Chief Groves made an addendum to the Blue Sheet for Mr. Oberuch to use part of the PUCO Grant to purchase HazMat Chemistry textbooks and three (3) videotapes.

Chief Paulett made the motion to approve the Blue Sheet; District Chief Moore seconded the motion. It passed unanimously by voice vote.

After questioning the quantity of sked stretchers by Ms. Petranic, the Blue Sheet was amended to reflect two (2) of these items, instead of four (4), to be purchased.

TROT DIRECTOR OF OPERATIONS REPORT

Lt. Jackson presented the TROT Director of Operations Report.

Lt. Jackson stated he has received correspondence from Chief Hlas, Barberton Fire Department, requesting that Kevin King be a Zone Coordinator for the TROT team, a copy of which is attached hereto. Also, a letter was received from Don Fobean, Barberton Fire Department, submitting his resignation as a Zone Coordinator and member of the TROT team effective January 1, 2001, a copy of which is attached hereto.

Chief Groves made a motion to accept Kevin King as a Zone Coordinator; Ms. Petranic seconded the motion. It passed unanimously by voice vote.

Chief Groves made a motion to send Don Fobean a thank you letter for his years of service with the TROT team; Chief Paulett seconded the motion. It passed unanimously by voice vote.

Lt. Jackson stated the Zone Coordinators' meeting would be held the 1st Tuesday of each month. A meeting was not held in January due to the New Years holiday. February's meeting will be held on February 6, 2001 at 7:00 p.m. After February's meeting, every other month will be a daytime meeting.

Mr. Oberuch asked what time the daytime meetings would be held.

Lt. Jackson advised 1:00 p.m.

Lt. Jackson stated during the first Zone Coordinators meeting, a schedule will be established.

Lt. Jackson stated he had spoken with Chief Black, Macedonia Fire Department, last week regarding the Awareness/Operations classes for Confined Space. Chief Black informed Lt. Jackson that he would be able to have these classes in the future.

Mr. Oberuch asked Lt. Jackson where the February Zone Coordinators' meeting is going to be held.

Lt. Jackson replied it would be held at the Cuyahoga Falls Fire Department.

Due to a prior commitment, Lt. Jackson sent Lt. John Carney, Tallmadge Fire Department, to the Summit County Firefighters' Association meeting last month (January) at Macedonia Fire Department. Lt. Carney did a one-hour briefing on the Summit County TROT team, including their duties/responsibilities.

Lt. Jackson called Navarre Trailer regarding the status of the trailer that was purchased, but did not receive a return phone call.

Mr. Oberuch stated that he had also placed a call regarding this matter

Lt. Jackson asked Mr. Oberuch if he had any information as to when the trailer would be delivered.

Mr. Oberuch responded the trailer is coming from Indiana this week and should be delivered to Navarre Trailer the week of January 29, 2001.

Lt. Jackson asked if Ron is going to call and tell us to pick the trailer up at Navarre or if it's going to be delivered.

Ms. Petranic stated Ron would call when the trailer arrives from Indiana.

Lt. Jackson briefly discussed the structural collapse that occurred the week of January 16, 2001, at the Falls Music Center on Portage Trail.

Lt. Jackson stated he spoke with Lt. Moledor regarding the structural shoring class, which they want to conduct. Some of last year's money will be used to fund this project. The date of this class will be April 2-5, 2001, from 9:00 a.m. to 5:00 p.m. It will be a four-day event. It will consist of a lecture and a "hands-on" exercise. Class size will be limited to three (3) individuals per department for a total of 25-30 students.

Lt. Jackson began a brief discussion regarding updates to dispatch procedures in the SOG. He added Copley expressed a desire to have a single dispatch procedure for Technical Rescue.

District Chief Moore stated he believes that himself, Chief Gladman and Lt. Jackson need to sit down and discuss this issue in greater detail and come up with a specific response that will work.

Chief Paulett expressed his frustration in obtaining permanent funding for HazMat/TROT through the Summit County Council.

Dr. Hoover asked Chief Paulett if the team has a sponsor. Chief Paulett responded the Summit County Firechiefs' Association meeting is going to be held on Wednesday, January 24, 2001. If he has a chance to go, he will request the Chiefs to write letter in support of this endeavor. He emphasized the team needs a sponsor to get on the agenda.

Dr. Hoover and Ms. Petranic had a brief discussion regarding who needs to be contacted in order to receive some type of response to this dilemma.

Chief Paulett suggested presenting their problem to County Executive, James B. McCarthy.

Dr. Hoover asked Ms. Petranic to ask at the Chiefs' meeting if any of the Chiefs have written a letter addressing the funding issue.

Lt. Jackson suggested Dr. Hoover and Chief Snyder, on behalf of the Firechiefs' Association, contact Louise Heydorn, Summit County Council, to see if she will put this issue on the council agenda.

FINANCIAL REPORT

Mr. Oberuch presented the Financial Report, a copy of which is attached hereto. Mr. Oberuch stated the line balance in the HazMat budget reflects the "carry-over" amount from last year, which has not been appropriated at this time.

Ms. Petranic added County Council has not approved this money. It should be approved next week and the Board will be notified when this takes place.

Mr. Oberuch explained the TROT budget.

Lt. Jackson asked if the money listed is the money that is available or money that has been spent on equipment.

Mr. Oberuch stated money that is listed is encumbered under a purchase order. Mr. Oberuch suggested these purchase orders be closed out soon.

Lt. Jackson asked if the equipment was coming in.

Mr. Oberuch stated the equipment is coming in; however, he has never received bills for them.

Mr. Oberuch informed the Board that if there is no activity, blanket purchase orders have to be closed out every three months.

Mr. Oberuch inquired if there would be budget amendments in the SOG.

Lt. Jackson replied that nothing is going to be done on the SOG until April or May.

Mr. Oberuch asked if the TROT SOG meeting would be held late this year.

Lt. Jackson responded affirmatively.

MEDICAL REPORT

Due to Dr. McMullen's absence, there was no medical report presented.

NEXT MEETING

Dr. Hoover stated the next meeting is tentatively scheduled for Tuesday, February 20, 2001, at 1:30 p.m., at the Emergency Operations Center, Akron Municipal Building, 166 South High Street, Akron, Ohio 44308.

Ms. Petranic stated the Board members were presented with a SCSORT Dispatch Incident Report to give to the Copley Dispatch Center. If they have a concern, it would come straight to the Board. A copy of which is attached hereto.

Ms. Petranic made the motion to approve the SCSORT Dispatch Incident Report; Chief Groves seconded the motion. It passed unanimously by voice vote.

Chief Paulett made the motion to adjourn the meeting; Ms. Petranic seconded the motion. It passed unanimously by voice vote.

OTHER BUSINESS

There being no further business to come before the SCSORT Executive Board, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

JAMES PAULETT, ACTING CHIEF
Secretary

/slu

Attachments

cc: File